

MINUTES OF THE SPECIAL BOARD MEETING

Date:	July 23, 2020	
Time:	7:30 pm	
Location:	Catholic Education Centre 802 Drury Lane, Burlington	
Board Room Attendance:	B. Agnew M. Duarte, Vice-Chair of the Board N. Guzzo V. Iantomasi, Chair of the Board P. Daly, Secretary of the Board A. Lofts, Superintendent and Treasurer of the Board, Business Services A. Swinden, Manager, Strategic Communications R. Di Pietro, Recording Secretary	
Trustees: (Electronically)	P. DeRosa H. Karabela P. Murphy	J. O'Hearn-Czarnota T. O'Brien
Student Trustees: (Electronically)	D. Caratao	D. Suan
Trustees Excused:	M. Bhambra	
Senior Staff: (Electronically)	S. Balogh C. Cipriano J. Crowell C. McGillicuddy R. Merrick	L. Naar J. O'Hara T. Pinelli A. Prkacin
Also Present: (Electronically)	L. Collimore, Chief Officer, Research and Development Services A. Cross, Senior Manager, Financial Services B. Cripps, Senior Manager, IT Services	

1. Call to Order

1.1 Opening Prayer, National Anthem, Oath of Citizenship (D. Caratao)

The meeting opened at 7:30 p.m. with a prayer led by Trustee Caratao.

1.2 Motions Adopted In-Camera

There was no in-camera session.

1.3 Information Received In-Camera

There was no in-camera session.

2. Approval of the Agenda**#158/20****Moved by:** M. Duarte**Seconded by:** O'Brien**RESOLVED**, that the agenda be approved and that By-Law 13.4 Opening Question Period - Timing be suspended.The Chair called for a vote on **#158/20**:

IN FAVOUR	OPPOSED	ABSENT
B. Agnew		M. Bhambra (non-binding)
D. Caratao (non-binding)		
P. DeRosa		
M. Duarte		
N. Guzzo		
H. Karabela		
P. Murphy		
T. O'Brien		
J. O'Hearn-Czarota		
D. Suan (non-binding)		

The motion **CARRIED**.

It was noted that suspension of the By-Law should come forward as a request to add as an action item.

3. Declarations of Conflict of Interest

There were no conflicts of interest declared.

4. Presentations

There were no presentations.

5. Delegations

There were no delegations.

6. Approval of the Minutes

There were no minutes to approve.

7. Business Arising from Previous Meetings

There was no business arising to review.

8. Action Items

There were no action items.

9. Staff Reports

There were no staff reports.

10. Information Reports**10.1 September Reopening (P. Daly)**

The Director of Education provided an update to Trustees and stakeholders on planning and reopening for September 2020.

#159/20

Moved by: N. Guzzo

Seconded by: B. Agnew

RESOLVED, that the meeting go past 10:00 p.m.

The Chair called for a vote on **#159/20**:

IN FAVOUR	OPPOSED	ABSENT
B. Agnew		M. Bhambra (non-binding)
D. Caratao (non-binding)		
P. DeRosa		
M. Duarte		
N. Guzzo		
H. Karabela		
P. Murphy		
T. O'Brien		
J. O'Hearn-Czarnota		
D. Suan (non-binding)		

The motion **CARRIED**.

#160/20

Moved by: N. Guzzo

Seconded by: B. Agnew

BE IT RESOLVED, that Trustees, members of SEAC, members of CPIC be allowed to participate in working committees in decisions being made and presented for September plans.

The Chair called for a vote on **#160/20**:

IN FAVOUR	OPPOSED	ABSTAIN	ABSENT
B. Agnew	P. DeRosa	P. Murphy	M. Bhambra (non-binding)
D. Caratao (non-binding)	H. Karabela		
M. Duarte	T. O'Brien		
N. Guzzo			
J. O'Hearn-Czarnota			
D. Suan (non-binding)			

The motion **CARRIED**.

Discussion continued. Questions were asked and answered.

#161/20**Moved by:** N. Guzzo**Seconded by:** B. Agnew**RESOLVED**, that the meeting go past 10:30 p.m.The Chair called for a vote on **#161/20**:

IN FAVOUR	OPPOSED	ABSENT
B. Agnew		M. Bhambra (non-binding)
D. Caratao (non-binding)		
P. DeRosa		
M. Duarte		
N. Guzzo		
H. Karabela		
P. Murphy		
T. O'Brien		
J. O'Hearn-Czarnota		
D. Suan (non-binding)		

The motion **CARRIED**.

Discussion continued. Questions were asked and answered.

11. Miscellaneous Information

There was no miscellaneous information.

12. Correspondence

There was no correspondence.

13. Open Question Period**QUESTION 1**

Will Halton Catholic District School Board be publicly supporting the Halton District School Board on their return to work position?

Trustees voiced their position regarding the options provided by the Ministry of Education.

QUESTION 2

What are you doing to ensure one school doesn't become overcrowded? Especially the schools with maximum number of portables. Are you planning to spread out student population so that there is proper spacing and outdoor spacing available?

At this time, we are not looking at placing students in schools or facilities other than their home school. We will work within the parameters set out by Halton Region Public Health to ensure that health and safety protocols are in place as we implement the instructional delivery determined by the Ministry of Education.

QUESTION 3

Will Air purifiers be installed in portables? Who is ensuring the portables have proper air quality?

Each of our classrooms, including all portables, use mechanical ventilation systems to provide fresh air to classrooms. However, classroom staff may opt to open windows at their own discretion.

QUESTION 4

How will students in portables be able to wash their hands when there is no plumbing inside a portable? Going into the school to do so just causes more touch points of high contact surfaces (doors) on return to the portable so defeating the purpose. Plus it causes crowding at the washroom.

We will be providing hand hygiene stations in all of our classrooms across each of our schools. Any classrooms with a sink will have hand soap and water. For any rooms without sinks (including portable classrooms), we will be providing hand sanitizer in those locations. We will also be providing hand sanitizer stations in other areas such as lobbies and offices across the Board.

QUESTION 5

Agendas going back and forth from home to school?

We are currently considering how best to manage the student agendas to ensure the health and safety of our students, families and staff. We've considered allowing only students to write in the agendas, and teachers using a stamp to inform parents that they have seen the agenda. We've also discussed staff using different mediums of communication when possible. More information will be shared once a final decision has been made.

QUESTION 6

All outside at same time for recess?

We are looking at creating zones in our school yards for different classes to gather and play. Considerations include the type of play, encouraging students to play with peers in their own cohorts to ensure physical distancing, and encouraging hand washing prior to and following all recess breaks.

QUESTION 7

With the proposed reduction in lunch time – it was already a struggle for younger kids to have enough time to eat and now you are reducing that.

We are not reducing the time allocated for students to eat their lunch. The model we are proposing will reduce the time that students will have outside during play.

The feedback we have received from Public Health indicated that reducing the time for outdoor play at large does help support physical distancing and supports case and contact management. That said, we recognize that lunch recess is very important and

valuable time for children and we will be encouraging staff to take students out for their daily physical activity and ensuring that there are opportunities for outdoor play.

QUESTION 8

Why can't older kids wear masks? Grade 5 and up?

There is no reason why older students can't wear masks. We have not come to the determination whether or not students will be required to wear masks.

QUESTION 9

How long do kids signed up for online version have to stick with that option? All year?

For secondary students, it would make sense for them to transition at the end of a natural break (i.e. the end of a credit). In our current model, the end of a credit would be every 5 weeks. The advice received from Public Health recommends giving students at least 48 hours before joining another cohort, but we will look at that in a little more detail and will also be exploring natural breaks in the elementary curriculum as well.

QUESTION 10

What if a kid signs up for in class but then parents change their minds based on rising COVID-19 rates?

As per the Ministry guidelines, if we implement an adaptive instructional model, in-school attendance will be voluntary and is based on parent choice. It would be important for parents to notify their child's school if they make a change in their arrangement so that the school can prepare to offer remote education to that student thereafter.

QUESTION 11

Are masks mandatory for staff? If no, why not?

We will take direction from Halton Region Public Health regarding the wearing of masks for both students and staff. At this time, we have not received any direction.

QUESTION 12

How will work be graded for the online students? Post-March nothing counted.

Students will be assessed and evaluated based on curriculum expectations, and will receive progress reports, report cards, etc.

QUESTION 13

Who will teach online students? Will it be one teacher for several classes or same teacher as the in-school classroom option?

We recognize that some parents will opt to keep their children home if the Ministry mandates an adaptive model. These students will receive remote (distance) instruction at home. At this time, our plan is that these students will be attached to a class and will receive instruction from their classroom teacher and specialist teachers that support that class.

QUESTION 14

What are you doing to ensure online learning is properly done versus the disappointing lack of education delivered in the spring?

We recognize that many students and families were frustrated and disappointed with the distance learning experienced during the period of school closures due to COVID-19 (April - June, 2020). Many of our teachers have been working hard over the summer to increase their own ability to provide more fulsome online instruction. We will continue to offer ongoing professional development opportunities and supports to build capacity for teachers and educators so that we can improve the quality of virtual instruction for students.

QUESTION 15

Why is it acceptable to not provide core French but to continue delivering French immersion? Is this not streaming, and providing to one but not the other?

We have not indicated in any of our models that we are offering one French program over the other.

QUESTION 16

Why has HCDSB made technology investments across so many different platforms: Microsoft 365/Teams, Google Classroom, D2L etc.? As parents I think we need to have the board rationalize the tech costs. Why can't one option be used? Why such a wide investment?

We encourage our teachers to use D2L as a platform. We do know that many teachers use Google Classroom as well. We are hoping to be able to link the two platforms. We had some success using Microsoft Teams for synchronous meetings, so I think we will continue with that because we have access to that as it is a part of the Microsoft Office bundle.

QUESTION 17

Can you please explain the enveloping provision for the "School Board Administration and Governance" funding? More specifically, it was mentioned at the July 22nd meeting that trustees needn't concern themselves with the particulars of this funding as it could not be spent elsewhere, in particular that those funds could not be used for "the classroom".

In the Ministry's technical papers, it states that the "School Board Administration and Governance spending shall not exceed the envelope"; does this not mean that the board can spend less (but not more) than the amount of the funding? Does that not then mean that those additional funds could in fact be spent elsewhere, including in the classroom?

School boards cannot spend funds that are allocated to the classroom on board administration. However, funds allocated for board administration can be spent on the classroom. HCDSB is compliant with the board administration government requirement. The board must complete a data form (82) which is enveloping administration governance, which confirms that HCDSB is compliant with respect to expenditures related

to board administration. In addition to the GSN, other revenues such as portions of the ministry grant can also be allocated to offset the funding deficit.

QUESTION 18

Given the above (spending shall not exceed funding), how has the board budgeted \$11,760,476, when the projected grant is \$10,338,572?

That relates to the additional funding that we can allocate to cover that deficit.

QUESTION 19

The School Board Administration and Governance Grant includes an allocation for parent engagement; what is this allocated amount, what has the board budgeted and how are these funds anticipated to be spent? Is this funding separate from the Parents Reaching Out grant(s)?

The School Board Administration and Governance Grant supports funding for the Catholic Parent Involvement Committee (CPIC) as well as \$500 per school for parent engagement. This is separate from the Parent Reaching Out grant(s).

#162/20

Moved by: N. Guzzo

Seconded by: B. Agnew

RESOLVED, that the meeting go past 11:00 p.m.

The Chair called for a vote on **#162/20**:

IN FAVOUR	OPPOSED	ABSENT
B. Agnew		M. Bhambra (non-binding)
D. Caratao (non-binding)		
P. DeRosa		
M. Duarte		
N. Guzzo		
H. Karabela		
P. Murphy		
T. O'Brien		
J. O'Hearn-Czarnota		
D. Suan (non-binding)		

The motion **CARRIED**.

QUESTION 20

How will the board meet its regulatory requirement to consult with the Special Education Advisory Committee (SEAC) in the annual special education budget process?

At our last SEAC meeting, we had our Finance Department and Superintendent Lofts present the information that was available at that time regarding the current year's budget and how we spend our funds in the different areas of special education within the

board. After our final SEAC meeting, the Ministry released grant for student needs amounts and the budgets. Due to COVID-19, many of the Ministry's announcements (including SEAC budget announcements) have been delayed. This has delayed SEAC processes in reviewing budgets and funding for special education.

We will work with SEAC to present the budget at a SEAC meeting in the fall due to the timing of the funding release.

QUESTION 21

Is the Assumption renovation (inside) now complete? (The last update indicated everything would be complete by early July, although the timeline has continually been pushed out at every update).

We are planning to be cleaning the second and third floor starting on Monday, July 27. The first floor is very close to completion as well.

We are starting to pave the parking lot on Monday, July 27 as well. We are very near completion at Assumption Catholic Secondary School, and the school will be ready for students and staff in September.

QUESTION 22

How many teachers in the board are scared to come back? How will the board address, if a higher number than usual go on leave or the number of sick days jumps up? How many supply teachers can students be exposed to? For bussing, the bus companies are already short each year for bus drivers. How will this be addressed this year? if drivers also call in sick since they are scared to go to work.

We understand that our staff may have a number of concerns around health and safety. The safety and well-being of our staff, students and families is our first priority, and we are working very closely with Halton Public Health, and the Ministry of Labour to ensure we have the necessary measures in place to create safe environments so staff feel comfortable returning to work. If the Ministry of Education directs school boards to implement an adaptive delivery of instruction, we will have a plan in place to address staff absences in a way that ensures we are supporting the learning needs of our students while adhering to Public Health protocols and cohorting requirements.

QUESTION 23

Can the board make masks mandatory? I am thinking more on the teacher side for this, for their own family protection. Halton Public teachers on Facebook were very angry that the union told them this won't be mandatory. I am sure this is a fear for teachers in Halton Catholic. If masks are mandatory, we might have some teachers more motivated to go to work.

We will put processes in place that are based on the advice from Halton Region Public Health to ensure the safety of our staff and students. If mandatory masks are one of the ways to ensure this, then we will do it.

QUESTION 24

How will teachers adapt the curriculum to account for a three month gap in learning to ensure all students are up to speed to start the new year?

As we return to school in September, we will be very focused on determining where student learning gaps may exist and providing supports that students may need in terms of extra help or differentiated instruction.

QUESTION 25

We've heard that the province is allocating 7 cents per day per student for 2020-21 funding. Has the Board developed a proposal and detailed budget outlining the incremental costs associated with the new recommendations for a safe school?

There is an additional \$25 million being allocated for all schools in the province. We will be getting a portion of that funding. As we prepare for return to school, we have already invested \$2.5-3 million dollars of the current year budget through the purchase of hand sanitizers, touchless hand dryers, and a number of other items. We are awaiting more guidance from the Ministry as to what the expectation will be when we return, and will then be in a better position to determine what additional purchases may be needed.

QUESTION 26

Please describe how the Board is proactively planning for the upcoming year in terms of working with local municipalities and private corporations. Has the Board actively reviewed the feasibility of using libraries, community centres and conference centers for learning? Has the Board completed an audit and cost analysis to procure the necessary number of viable spaces that can be adapted for use as satellite schools in 2020-21?

At this time, we are not looking at placing students in facilities other than their home school. We will work within the parameters set out by Halton Region Public Health to ensure that health and safety protocols are in place as we implement the instructional delivery determined by the Ministry of Education.

QUESTION 27

What is the plan for parents with elementary learners who cannot participate in online learning (synchronous or asynchronous) without a parent in attendance during the lesson? Is there a plan to bridge the learning gap when they return to in-class learning (assumes mixed scenario)?

In a blended learning format, we would be hopeful that students would be able to engage online. If it's a case that the student is not able to access to technology or internet, we will have supports in place to ensure the student is equipped to participate in online learning. Where a student may not be able to participate in online learning for other reasons, we will explore other options for program delivery based on the student and family's individual circumstances.

QUESTION 28

What are the plans for childcare?

The Board has 10 separate childcare centres in separate spaces. All will be reopened by September. They follow direction from the Ministry.

QUESTION 29

What is being done for childcare for staff to attend the PA days?

This is not being considered at this time.

14. In-Camera

There was no in-camera session.

**15. Resolution Re: Absentees
#163/20**

Moved by: M. Duarte

Seconded by: H. Karabela

RESOLVED, that for personal reasons, Student Trustee Bhambra be excused from the meeting.

The Chair called for a vote on **#163/20**:

IN FAVOUR	OPPOSED	ABSENT
B. Agnew		M. Bhambra (non-binding)
D. Caratao (non-binding)		
P. DeRosa		
M. Duarte		
N. Guzzo		
H. Karabela		
P. Murphy		
T. O'Brien		
J. O'Hearn-Czarota		
D. Suan (non-binding)		

The motion **CARRIED**.

**16. Adjournment and Closing Prayer (N. Guzzo)
#164/20**

Moved by: M. Duarte

Seconded by: P. DeRosa

RESOLVED, that the meeting adjourn.

The Chair called for a vote on **#164/20**:

IN FAVOUR	OPPOSED	ABSENT
B. Agnew		M. Bhambra (non-binding)
D. Caratao (non-binding)		
P. DeRosa		
M. Duarte		
N. Guzzo		
H. Karabela		
P. Murphy		
T. O'Brien		
J. O'Hearn-Czarnota		
D. Suan (non-binding)		

The motion **CARRIED**.

The meeting adjourned at 11:20 p.m. with a prayer led by Trustee Guzzo.

Secretary of the Board

Chair