

**REGULAR BOARD MEETING  
 AGENDA**

Date: Tuesday, March 16, 2021  
 Time: 7:30 pm  
 Location: Catholic Education Centre - Board Room  
 802 Drury Lane  
 Burlington, Ontario

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**Pages**

|   |         |
|---|---------|
| <b>1. Call to Order</b>   |         |
| 1.1. Opening Prayer, National Anthem and Oath of Citizenship (J. Roshdy)  |         |
| 1.2. Motions Adopted In-Camera  |         |
| 1.3. Information Received In-Camera   |         |
| <b>2. Approval of the Agenda</b>  |         |
| <b>3. Declarations of Conflict of Interest</b>  |         |
| <b>4. Presentations</b>   |         |
| <b>5. Delegations</b>   |         |
| <b>6. Approval of Minutes</b>   |         |
| 6.1. Minutes of March 2, 2021 Regular Board Meeting   | 1 - 10  |
| <b>7. Business Arising from Previous Meetings</b>   |         |
| 7.1. Summary of Outstanding Items from Previous Meetings  | 11 - 14 |
| <b>8. Action Items</b>  |         |
| 8.1. Amendment to Borrowing Resolution (A. Lofts)   | 15 - 18 |
| 8.2. 2021 Energy Efficient Lighting Projects (R. Merrick)   | 19 - 22 |
| 8.3. Inclusive Racial and Cultural Curriculum Letter (N. Guzzo, K. Kelly)   | 23 - 23 |
| 8.4. French Immersion Regional Expansion (P. DeRosa)  | 24 - 25 |
| 8.5. Prioritizing Teachers and Educational Workers in the Second Phase of the Province's COVID-19 Vaccine Rollout (P. DeRosa) | 26 - 26 |
| 8.6. Approval to the Changes to the Executive Compensation Envelope (V. Iantomasi)  | 27 - 27 |
| 8.7. Board Posting of All Executive Compensation by August 31st (V. Iantomasi)  | 28 - 28 |

|            |  |         |
|------------|--|---------|
| <b>9.</b>  | <b>Staff Reports</b>   |         |
| <b>10.</b> | <b>Information Items</b>   |         |
| 10.1.      | Student Trustees Update (N. Gubert, K. Kelly, J. Roshdy)   | 29 - 30 |
| 10.2.      | School Update (P. Daly)  | 31 - 35 |
| 10.3.      | Milton No. 10 Catholic Elementary School Sketch Plan Design (R. Merrick)   | 36 - 47 |
| 10.4.      | Construction Report - Bishop P.F. Reding Catholic Secondary School, St. Michael Catholic Elementary School, St. Peter Catholic Elementary School Child Care (R. Merrick) | 48 - 50 |
| <b>11.</b> | <b>Miscellaneous Information</b>   |         |
| 11.1.      | Minutes of the January 18, 2021 CPIC Meeting   | 51 - 58 |
| <b>12.</b> | <b>Correspondence</b>  |         |
| 12.1.      | M. Lourenco  | 59 - 63 |
| 12.2.      | R. Meditskos   | 64 - 65 |
| 12.3.      | Canadian Parents for French Ontario  | 66 - 67 |
| <b>13.</b> | <b>Open Question Period</b>  |         |
| <b>14.</b> | <b>In Camera</b>   |         |
| <b>15.</b> | <b>Resolution re Absentees</b>   |         |
| <b>16.</b> | <b>Adjournment and Closing Prayer (H. Karabela)</b>  |         |

## MINUTES OF THE REGULAR BOARD MEETING

Date: March 2, 2021  
Time: 7:30 p.m.  
Location: Catholic Education Centre  
802 Drury Lane, Burlington

Trustees: B. Agnew (Electronically) H. Karabela (Electronically)  
P. DeRosa (Electronically) P. Murphy, Chair  
M. Duarte, Vice-Chair T. O'Brien (Electronically)  
N. Guzzo (Electronically) J. O'Hearn-Czarnota (Electronically)  
V. Iantomasi (Electronically)

Student Trustees: N. Gubert (Electronically) J. Roshdy (Electronically)  
K. Kelly (Electronically)

Senior Staff: E. Bakaic (Electronically) A. Lofts (Electronically)  
S. Balogh (Electronically) C. McGillicuddy (Electronically)  
A. Cordeiro (Electronically) R. Merrick (Electronically)  
J. Crowell (Electronically) L. Naar (Electronically)  
P. Daly, Director of Education J. O'Hara (Electronically)  
N. Dinolfo (Electronically)

Also Present: J. Acheson, Chief Social Worker, Special Education Services (Electronically)  
K. Bowie, 2021-2022 Student Trustee (Electronically)  
G. Brown, Chief of Mental Health Programming, Special Education Services (Electronically)  
L. Collimore, Chief Officer, Research and Development Services (Electronically)  
S. Jayaraman, Senior Manager, Human Rights and Equity (Electronically)  
A. Kapur, Parliamentarian  
G. Masri Ahmar, 2021-2022 Student Trustee (Electronically)  
A. Swinden, Manager, Strategic Communications  
A. Tokiwa, 2021-2022 Student Trustee (Electronically)

Recording Secretary: R. Di Pietro

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### 1. Call to Order

The Chair called the meeting to order and welcomed the newly elected 2021-2022 Student Trustees who were in attendance as observers.

#### 1.1 Opening Prayer, National Anthem, and Oath of Citizenship (K. Kelly)

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

#### 1.2 Motions Adopted In-Camera

The following motion was adopted in-camera:

**RESOLVED**, that the Halton Catholic District School Board ratify the Memorandum of Settlement between the Board and CUPE Local 5200.02 LINC/ESL to be effective September 1, 2019, and to expire August 31, 2022.

### 1.3 Information Received In-Camera

The following information was received in-camera:

#### Summer School Principals - 2021

Gino DeLuca and Sonia Ellison appointed as Secondary Summer School Principals – 2021. Marie Murad appointed as Elementary Summer School Principal – 2021. Amanda Morrow's term as Secondary Summer School Principal renewed for 2021.

#### Acting Department Head -English/ESL/Moderns – Corpus Christi Catholic Secondary School

Laura Pugliese Muir appointed as Acting Department Head effective February 11, 2021 to August 31, 2021.

#### Acting Elementary Principal-St. Michael Catholic Elementary School

Tom Durran appointed as Acting Elementary Principal effective February 19, 2021, to March 4, 2021.

#### Acting Principal – St. Ignatius of Loyola Catholic Secondary School

Paul Cianciolo appointed as Acting Secondary Principal effective February 25, 2021, with an end date to be determined (approximately two weeks).

#### Retirements

Barbara Celestini and Laurette Smith will retire effective June 30, 2021.

## 2. Approval of the Agenda

The following was added to the agenda:

10.8 Notice of Motion - Prioritizing Teachers and Other Educational Workers in the Second Phase of the Province's COVID-19 Rollout (P. DeRosa)

10.9 Notice of Motion - Approval to the Changes to the Executive Compensation Envelope (V. Iantomasi)

10.10 Notice of Motion - Board Posting of All Executive Compensation by August 31<sup>st</sup> (V. Iantomasi)

### **#69/21**

**Moved by:** P. DeRosa

**Seconded by:** H. Karabela

**RESOLVED**, that the agenda be approved as amended.

The Chair called for a vote on **#69/21** and it **UNANIMOUSLY CARRIED**.



**3. Declarations of Conflict of Interest**

Trustee O'Brien declared a conflict of interest with Information Item 10.3 - 2020-2021 Financial Report as of January 31, 2021. Among the many things this item deals with, teacher's salaries are mentioned. Trustee O'Brien's wife is an occasional teacher, therefore, declared conflict.

**4. Presentations**

There were no presentations.

**5. Delegations****5.1 French Immersion Programming (J. Rubatto)**

Mr. Rubatto addressed the Board regarding French Immersion Programming specifically discussing the announcement made on February 19, 2021, at the House of Commons regarding the changes the Federal Government will make before the end of this year into our two Official Languages.

The Chair ruled in favour of a point of order that questions to delegates are for clarification purposes only.

**5.2 Mental Health Programs (K. Weinstein)**

Ms. Weinstein presented a delegation discussing mental health education in HCDSB secondary schools.

**5.3 Inclusive Racial and Cultural Curriculum Letter (E. Jia)**

Ms. Jia addressed the Board regarding Inclusive Racial and Cultural Curriculum specifically discussing spreading awareness through the perspectives of marginalized groups.

**6. Approval of Minutes****6.1 Minutes of the February 16, 2021 Regular Board Meeting**

**#70/21**

**Moved by:** N. Guzzo

**Seconded by:** B. Agnew

**RESOLVED**, that the minutes of the February 16, 2021, Regular Board Meeting be approved.

The Chair called for a vote on **#70/21**:

| IN FAVOUR               | OPPOSED      | ABSTAIN | ABSENT |
|-------------------------|--------------|---------|--------|
| B. Agnew                | V. Iantomasi |         |        |
| P. DeRosa               |              |         |        |
| M. Duarte               |              |         |        |
| N. Guzzo                |              |         |        |
| H. Karabela             |              |         |        |
| T. O'Brien              |              |         |        |
| J. O'Hearn-Czarnota     |              |         |        |
| N. Gubert (non-binding) |              |         |        |
| K. Kelly (non-binding)  |              |         |        |
| J. Roshdy (non-binding) |              |         |        |

The motion **CARRIED**.

**7. Business Arising from Previous Meetings**

**7.1 Summary of Outstanding Items from Previous Meetings**

The Summary of Outstanding Items from Previous Meetings was received as information.

**8. Action Items**

**8.1 Response to Delegations**

**#71/21**

**Moved by:** M. Duarte

**Seconded by:** T. O'Brien

**RESOLVED**, that the Board of Trustees receive the delegation regarding French Immersion Programming as information.

The Chair called for a vote on **#71/21** and it **UNANIMOUSLY CARRIED**.

**#72/20**

**Moved by:** T. O'Brien

**Seconded by:** P. DeRosa

**RESOLVED**, that the Board of Trustees receive the delegation regarding Mental Health Programs as information.

The Chair called for a vote on **#72/21** and it **UNANIMOUSLY CARRIED**.

**#73/21**

**Moved by:** M. Duarte

**Seconded by:** T. O'Brien

**RESOLVED**, that the Board of Trustees receive the delegation regarding Inclusive Racial and Cultural Curriculum Letter as information.

The Chair called for a vote on **#73/21** and it **UNANIMOUSLY CARRIED**.

**8.2 Amendment to Borrowing Resolution (A. Lofts)**

**Moved by:** M. Duarte

**Seconded by:** J. O'Hearn-Czarnota

**RESOLVED**, that the Halton Catholic District School Board rescind Resolution Number #194/18 that states "the Halton Catholic District School Board approve By-Law No. 2018-F06 to authorize borrowing during any fiscal year up to \$150 million, until provincial grants, municipal taxes and other revenues are received, as contained in Appendix A to this report."

**RESOLVED**, that the Halton Catholic District School Board approve By-Law No. 2021-F01 to authorize borrowing during any fiscal year up to \$200 million, until provincial grants, municipal taxes and other revenues are received, as contained in Appendix A to this report.

**#74/21****Moved by:** M. Duarte**Seconded by:** N. Guzzo**RESOLVED**, that the Board of Trustees postpone the motion regarding the Amendment to Borrowing Resolution to the March 16, 2021, Regular Board Meeting.

The Chair ruled in favour of a point of order regarding his comments being out of order.

The Chair ruled in favour of a point of order regarding that only the date in the motion to postpone can be discussed.

The Chair called for a vote on **#74/21**:

| IN FAVOUR               | OPPOSED     | ABSTAIN                 | ABSENT |
|-------------------------|-------------|-------------------------|--------|
| B. Agnew                | H. Karabela | J. Roshdy (non-binding) |        |
| P. DeRosa               | T. O'Brien  |                         |        |
| M. Duarte               |             |                         |        |
| N. Guzzo                |             |                         |        |
| J. O'Hearn-Czarnota     |             |                         |        |
| N. Gubert (non-binding) |             |                         |        |
| K. Kelly (non-binding)  |             |                         |        |

The motion **CARRIED**.

The Chair indicated he would allow a motion germane to the amendment to borrowing resolution. He therefore ruled against a point of order regarding no additional motions can be made regarding the item.

**#75/21****Moved by:** P. DeRosa**Seconded by:** H. Karabela**RESOLVED**, that the Board of Trustees give direction to the Director of Education to instruct staff to report back to the Board at the March 16, 2021, Regular Board Meeting a comprehensive including all categories of cash flows statement over a period of 24 months in support of the request to increase our credit line from 150,000,000 to 200,000,000.The Chair called for a vote on **#75/21**:

| IN FAVOUR               | OPPOSED                 | ABSTAIN | ABSENT |
|-------------------------|-------------------------|---------|--------|
| P. DeRosa               | B. Agnew                |         |        |
| V. Iantomasi            | M. Duarte               |         |        |
| H. Karabela             | N. Guzzo                |         |        |
| T. O'Brien              | J. O'Hearn-Czarnota     |         |        |
| N. Gubert (non-binding) | K. Kelly (non-binding)  |         |        |
|                         | J. Roshdy (non-binding) |         |        |

The motion was **DEFEATED**.

**#76/21****Moved by:** M. Duarte**Seconded by:** T. O'Brien**RESOLVED**, that the meeting move past 10:00 p.m.The Chair called for a vote on **#76/21** and it **UNANIMOUSLY CARRIED**.**8.3 Appointment of External Auditor (A. Lofts)****#77/21****Moved by:** N. Guzzo**Seconded by:** B. Agnew**RESOLVED**, that the Halton Catholic District School Board authorize the appointment of the audit firm, KMPG LLP as the Board's external auditor for a period of one (1) year.The Chair called for a vote on **#77/21**:

| IN FAVOUR               | OPPOSED      | ABSTAIN | ABSENT |
|-------------------------|--------------|---------|--------|
| B. Agnew                | V. Iantomasi |         |        |
| P. DeRosa               | H. Karabela  |         |        |
| M. Duarte               |              |         |        |
| N. Guzzo                |              |         |        |
| T. O'Brien              |              |         |        |
| J. O'Hearn-Czarnota     |              |         |        |
| N. Gubert (non-binding) |              |         |        |
| K. Kelly (non-binding)  |              |         |        |
| J. Roshdy (non-binding) |              |         |        |

The motion **CARRIED**.**8.4 Student Mental Health Programs (B. Agnew)****Moved by:** B. Agnew**Seconded by:** N. Guzzo**WHEREAS**, now more than ever, it is time to make changes at the secondary level ensuring our high school students receive mental health education. We know that young people aged 15 to 24 are more likely to experience mental illness and/or substance use disorders than any other age group and that 70% of mental health problems have their onset during childhood or adolescence. We also know that the pandemic is making it worse.**WHEREAS** mandatory mental health curriculum delivered directly to secondary school students teaches students the skills they need before getting to crisis, ultimately reducing health care costs, the strain on our health care systems, and saving lives.**WHEREAS** schools are uniquely positioned to provide learners with mental health education, giving students the tools they need to navigate mental health problems as well as learning to recognize when a friend or loved one might be struggling.

**WHEREAS**, there is an existing mental health literacy curriculum guide [teachmentalhealth.org](http://teachmentalhealth.org) designed by Canadians and supported by Canadian research and evidence.

**WHEREAS**, teacher training, curriculum guides and resources are available free of charge in English, French and online formats.

**And WHEREAS**, each module is designed to fit into 60 minutes of classroom time and can be delivered as part of the curriculum component within an appropriate subject.

**BE IT RESOLVED**, that the Director of Education for the Halton Catholic District School Board direct Curriculum Services to investigate and report back to the Board of Trustees for the April 20, 2021, Regular Board Meeting, the feasibility and timelines for implementation of the above program for the 2021-2022 school year.

**#78/21**

**Moved by:**

**Seconded by:**

**RESOLVED**, that the meeting move past 10:30 p.m.

The Chair called for a vote on **#78/21**. The vote was not unanimous therefore the meeting had to adjourn following the motion on the table.

**#79/21**

**Moved by:** B. Agnew

**Seconded by:** N. Guzzo

**WHEREAS**, now more than ever, it is time to make changes at the secondary level ensuring our high school students receive mental health education. We know that young people aged 15 to 24 are more likely to experience mental illness and/or substance use disorders than any other age group and that 70% of mental health problems have their onset during childhood or adolescence. We also know that the pandemic is making it worse.

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**WHEREAS**, there is an existing mental health literacy curriculum guide [teachmentalhealth.org](http://teachmentalhealth.org) designed by Canadians and supported by Canadian research and evidence.

**WHEREAS**, teacher training, curriculum guides and resources are available free of charge in English, French and online formats.

**And WHEREAS**, each module is designed to fit into 60 minutes of classroom time and can be delivered as part of the curriculum component within an appropriate subject.

**BE IT RESOLVED**, that the Director of Education for the Halton Catholic District School Board direct Curriculum Services to investigate and report back to the Board of Trustees for the April 20, 2021, Regular Board Meeting, the feasibility and timelines for implementation of the above program for the 2021-2022 school year.

The Chair called for a vote on **#79/21** and it **UNANIMOUSLY CARRIED**.

The meeting adjourned at 10:45 p.m. with a prayer led by Trustee Iantomasi.

**POST NOTES:**

**8.5 Inclusive Racial and Cultural Curriculum Letter (N. Guzzo, K. Kelly)**  
The meeting was adjourned.

**8.6 French Immersion Regional Expansion (P. DeRosa)**  
The meeting was adjourned.

**9. Staff Reports**

**9.1 Proposed 2021 Energy Efficient Lighting Projects (R. Merrick)**  
The meeting was adjourned.

**10. Information Items**

**10.1 Student Trustees Update (N. Gubert, K. Kelly, J. Roshdy)**  
The meeting was adjourned.

**10.2 Appointment of Student Trustees 2021-2022 (C. McGillicuddy)**  
The meeting was adjourned.

**10.3 2020-2021 Financial Report as of January 31, 2021 (A. Lofts)**  
The meeting was adjourned.

**10.4 School Update (P. Daly)**  
The meeting was adjourned.

**10.5 Walk with Jesus (L. Naar)**  
The meeting was adjourned.

**10.6 Responding to Racism & Discrimination with Faith, Hope and Love (S. Jayaraman)**  
The meeting was adjourned.

**10.7 Bronte Green New Development Area Elementary School Boundary Review (R. Merrick)**  
The meeting was adjourned.

**10.8 Notice of Motion – Prioritizing Teachers and Other Educational Workers in the Second Phase of the Province’s COVID-19 Rollout (P. DeRosa)**

The meeting was adjourned.

The following was provided to Trustees:

**WHEREAS**, the Government of Ontario recently announced moving into the second phase of its COVID-19 Immunization Program;

**WHEREAS**, Teachers and educational workers in our schools are in contact and exposed to a multiple number of students, parents, and support workers at any given time;

**BE IT RESOLVED**, that the Board of Trustees and the Director of Education write a joint letter to the Government of Ontario requesting that teachers and educational workers be prioritized for in the second phase of the COVID-19 Immunization Program.

**10.9 Notice of Motion – Approval to the Changes to the Executive Compensation Envelope (V. Iantomasi)**

The meeting was adjourned.

The following was provided to Trustees:

**BE IT RESOLVED**, that changes to the Executive Compensation Envelope of the Supervisory Staff shall be approved by the Board before implementation by the Director of Education. This to instruct the Secretary to the Board as the Director of Education to provide the Elected Board with an Executive Compensation summary report, outlining the initial contracts with starting salary, grid movement and increases for all Senior Staff and Managers for the years 2018, 2019, 2020 and 2021.

**10.10 Notice of Motion – Board Posting of All Executive Compensation by August 31st (V. Iantomasi)**

The meeting was adjourned.

The following was provided to Trustees:

**BE IT RESOLVED**, Secretary and Director of Education provide the Elected Board all copies of the mandatory salary disclosures for the Executive Compensation, submitted to the Provincial Government and subsequently posted yearly by August 31<sup>st</sup> on the HCDSB Public Web Site for the years 2019, 2020 and 2021.

**11. Miscellaneous Information**

**11.1 Minutes of the January 25, 2021 SEAC Meeting**

The meeting was adjourned.

**12. Correspondence**

**12.1 M. Johnson**

**12.2 S. Johnson**

- 12.3 F. Nuzzo**
- 12.4 T. Murphy**
- 12.5 J. Volk**
- 12.6 Halton Elementary OECTA**  
The meeting was adjourned.

**13. Open Question Period**  
The meeting was adjourned.

**14. In Camera**  
The meeting was adjourned.

**15. Resolution re Absentees**  
The meeting was adjourned.

**16. Adjournment and Closing Prayer (V. Iantomasi)**  
The meeting was adjourned.

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Secretary of the Board

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Chair



## BUSINESS ARISING FROM PREVIOUS MEETINGS

| DATE OF THE BOARD MEETING | AGENDA ITEM  | ACTION REQUIRED   | RESPONSIBILITY | STATUS  |
|---------------------------|--|---|----------------|---|
| November 5, 2019          | Math Action Plan   | <b>BE IT RESOLVED</b> , that in December 2020, the Board of Trustees receive a staff report on the progress made toward achievement of the goals of the Math Action Plan with measurable outcomes using qualitative and quantitative data.  | Curriculum     | June 2021 - further qualitative and quantitative data to Trustees on the progress towards the Math Action Plan. |
| November 19, 2019         | Response to Delegations  | <b>WHEREAS</b> , the Board of Trustees give direction to the Director of Education and Secretary of the Board to present a comprehensive plan to eliminate the waiting list, meet future demand and growth of French Programming for the 2020/2021 school year.<br><b>BE IT FURTHER RESOLVED</b> , that the Board of Trustees further direct that the Multi year French Teacher Recruitment Plan include those schools identified in the delegation, including but not limited to Laurentian, Sherbrook, Bishops, Concordia, University of Quebec, etc. | Senior Staff   | Recruitment ongoing.  |
| March 31, 2020            | Math & Science Extra Curricular Engagement – Past/Present Initiatives and Future Opportunities | <b>BE IT RESOLVED</b> , that the Board of Trustees give instructions to its Secretary and Director of Education to prepare and present to the Board of Trustees on May 5, 2020 a detailed report outlining the current co-curricular and extra-curricular events being conducted in elementary and secondary math and science. The report should include the level of student participation in local, regional, university, national and international competitions for the past academic year.   | Curriculum     | April 2021- update on progress.   |

|                  |                                 |   |          |   |
|------------------|---------------------------------|---|----------|---|
|                  |                                 | <b>BE IT FURTHER RESOLVED</b> , that subject to the May 5, 2020 report a plan be presented to the Board for review which includes the initiatives that support and encourage participation in local, regional, university, national shows and competitions in math and science, along with STEM initiatives moving forward.   |          |   |
| March 31, 2020   | Update to Board Room Technology | <b>WHEREAS</b> , the boardroom located in the Halton Catholic District School Board's Catholic Education Centre offices, is also the location where public meetings are held and in keeping with Section 208.1 sub sections 1, 2, 3 and 4 of the Education Act which states that access to proceedings be allowed from remote locations to Trustees; and,<br><b>WHEREAS</b> , current audio, video and data transfer equipment is antiquated and un-satisfactory<br><b>BE IT RESOLVED</b> , that the Board gives instruction to the Secretary of the Board to investigate and provide at least three (3) costed reports at a regular board meeting, for the purpose of upgrading the current communication system and replace the same so as to allow seamless remote access with the latest technology (such as: speech timing, floor queuing, live streaming, recording, screen sharing, document comparing, etc..) that has the capability of allowing a minimum of 25 remote users by no later than the May 5, 2020 Regular Board meeting; and that this technology be capable of relocation to any board office if required. | A. Lofts | February 2021 – Update in progress.                                     |
| October 20, 2020 | Board Meeting Time Keeping      | <b>WHEREAS</b> , By-law 10.3 speaks to specific time limits around how long a mover, and any member may speak to a motion;  | P. Daly  | Electronic time clock available until the return to in-person meetings. |

|                   |                                      |   |              |                  |
|-------------------|--------------------------------------|---|--------------|------------------|
|                   |                                      | <p><b>WHEREAS</b>, our goal is to ensure efficient board meetings and to afford equitable opportunities to each member of the board to speak on a motion;</p> <p><b>WHEREAS</b>, multiple other boards utilize some formal method of visible time keeping;</p> <p><b>BE IT RESOLVED</b>, that the Director of Education procure a digital time keeping mechanism that can be displayed and can be controlled remotely by the chair to be used for bylaw 10.3 and other opportunities such as delegations.</p>   |              |                  |
| October 20, 2020  | COVID-19 Related Financial Reporting | <p><b>BE IT RESOLVED</b>, that the Board of Trustees direct the Secretary of the Board and Director of Education to provide an ongoing financial report of the past expenditures by HCDSB and all past, current and future funding received by HCDSB from different levels of government to effectively manage COVID-19 in the form of a quarterly financial report commencing on Nov 30, 2020 and reported to the Board at the December 15, 2020 Board meeting until such a time as the Ministry of Education removes all COVID-19 related protocols and guideline and all schools have returned to a conventional full time learning model.</p> | A. Lofts     | Quarterly        |
| December 15, 2020 | French Immersion                     | <p><b>BE IT RESOLVED</b>, the Board of Trustees give direction to the Director of Education to expand the Halton Catholic District School Board French Immersion Program by up to a maximum of two (2) additional classes per municipality, based upon current demand, for the 2021-2022 school year only;</p> <p><b>BE IT FURTHER RESOLVED</b>, that any future expansion will be dictated by the</p>  | Senior Staff | December 7, 2021 |

|  |  |  |  |  |
|--|--|--|--|--|
|  |  | <p>outcome of French Immersion Boundary reviews to be completed and presented to the board for the first week of December 2021;</p> <p><b>BE IT FURTHER RESOLVED</b>, that the location of French Immersion Programs will be decided as per Policy II-51- Optional French Programming (French Immersion and Extended French), Policy V-18 Community Engagement and Public Consultation and at the discretion of the Director of Education.</p> |  |  |
|--|--|--|--|--|

**OUTSTANDING POLICY ITEMS**

| DATE OF THE BOARD MEETING | AGENDA ITEM | ACTION REQUIRED | RESPONSIBILITY | STATUS |
|---------------------------|-------------|-----------------|----------------|--------|
|                           |             |                 |                |        |



|                                   |                 |
|-----------------------------------|-----------------|
| Amendment to Borrowing Resolution | <b>Item 8.1</b> |
| March 16, 2021                    |                 |

### Alignment to Strategic Plan

This report is linked to our strategic priority of **Foundational Elements:** Optimizing organizational effectiveness.

### Purpose

1. To obtain authorization to increase the borrowing resolution amount applicable to Halton Catholic District School Board’s (“HCDSB”) operating bank loan facility; and
2. To align the operating and education development charges (EDC) cash flows with the corresponding credit facilities.

### Background Information

The following information was previously provided to Trustees:

1. Action Item 8.2 “Amendment to Borrowing Resolution” from the March 2, 2021, Regular Board Meeting.
2. Staff Item 9.1 “Amendment to Borrowing Resolution” from the February 16, 2021, Regular Board Meeting.
3. Action Item 8.1 “Amendment to Borrowing Resolution” from the September 4, 2018, Regular Board Meeting.
4. Action Item 8.5 “Amendment to the Borrowing Resolution” from the March 18, 2014, Regular Board Meeting.
5. Action Item 8.7 “Banking Resolution” from the September 18, 2012, Regular Board Meeting.
6. Action Item 8.5 “Amendment to Borrowing Resolution” from the June 5, 2012, Regular Board Meeting.
7. Action Item 8.2 “Amendment to Borrowing Resolution” from June 7, 2011, Regular Board Meeting.



## Comments

With the continued growth in Milton, Halton Hills and north Oakville, HCDSB is required to purchase sites to address enrolment pressures in schools. As HCDSB is an Education Development Charge (EDC) eligible board, these site purchases are typically funded over a 15-year period from the collection of the EDCs. This 15-year collection period creates a cashflow shortfall as HCDSB is required to fund the site purchase at the time of acquisition and then collect the necessary EDC levies over the ensuing 15 years. The continued growth in Halton property values combined with rapid growth within the region has resulted in a substantial increase in site costs and is putting a strain on the HCDSB's daily cash flow.

While the HCDSB aims to have available 10% of its operating budget in the event of a timing difference between cash outlays and Ministry transfer payment receipts, the changes to the Ministry's cash management strategy; which were announced in 2018 through Memorandum 2018: SB05, have made this more challenging. Under the Ministry's current cash management strategy, part of the Ministry's grant payments are delayed until the adjusted accumulated surplus and deferred revenue balances of a school board meet specified criteria.

Currently, the HCDSB has an EDC shortfall of approximately \$82.0 million and \$3.1 million outstanding letters of credit relating to capital projects. While the HCDSB has roughly \$65.0 million available in its current operating credit facility, to continue to address growth proactively, an increase to HCDSB's borrowing by-law from \$150.0 to \$200.0 million is required.

## Conclusion

The amended borrowing resolution will not change HCDSB's overall cash position; however, it will allow HCDSB flexibility to respond to both the System's short-term and long-term needs while aligning operating and EDC expenses with the timeline of respective revenue streams.

## Recommendation

The following recommendation is presented for the consideration of the Board:

|  |                                      |
|--|--------------------------------------|
| <p><b>Resolution#:</b></p> <p><b>Resolved</b>, that the Halton Catholic District School Board <i>rescind Resolution Number #194/18 that states "the Halton Catholic District School Board approve By-Law No. 2018-F06 to authorize borrowing during any fiscal year up to \$150 million, until provincial grants, municipal taxes and other revenues are received, as contained in Appendix A to this report."</i></p> <p><b>Resolved</b>, that the Halton Catholic District School Board <i>approve By-Law No. 2021-F01 to authorize borrowing during any fiscal year up to \$200 million, until provincial grants, municipal taxes and other revenues are received, as contained in Appendix A to this report.</i></p> | <p>Moved by:</p> <p>Seconded by:</p> |
|--|--------------------------------------|



Report Prepared by: A. Cross  
Senior Manager, Financial Services

Report Submitted by: A. Lofts  
Superintendent of Business Services and Treasurer of the Board

Report Approved by: P. Daly  
Director of Education and Secretary of the Board

**Halton Catholic District School Board**  
**By-Law No. 2021 F01**

**WHEREAS**, in accordance with Section 243 of The Education Act, the Halton Catholic District School Board (herein called "the Board") deems it necessary to borrow sums not to exceed Two Hundred Million Dollars (\$200,000,000.00) to meet, until the provincial grants, municipal and other revenues are collected, current expenditures of the Board.

**THEREFORE**, the Halton Catholic District School Board enacts as follows:

1. **THAT** the Board authorize the Treasurer and the Chair or the Vice-Chair of the Board, together with the Secretary of the Board or the Senior Manager, Financial Services to borrow from time to time from the Board's banker of record, or from any other approved lender authorized for borrowing purposes, the sums that the board considers necessary to meet the current expenditures of the board until the current revenue has been received.
2. **THAT** the Board may borrow the sums that the board considers necessary to meet debt charges payable in any fiscal year until cash has been received.
3. **THAT** the amounts the Board may borrow at any one time for the purposes mentioned in 1 and 2, together with the total of any similar borrowing that have not been repaid and any accrued interest on those borrowings, shall not exceed the unreceived balance of the estimated current revenue of the board.
4. **THAT** the Treasurer of the Board is hereby authorized and directed to furnish upon request to the Board's banker of record, or any other approved lender, a statement showing the nature and amount of the estimated revenues for the current year not yet collected where the estimates have been adopted for the current year or of the estimated revenues for the previous year where the estimates have not been adopted for the current year, and the total of any borrowings made in the year which have not been repaid and which were made.
5. **THAT** the Board's banker of record shall be entitled to rely as to the authority of any borrowing on a copy of this By-Law certified by the Secretary of the Board and on a statement furnished to the Board's banker of record from time to time by the Treasurer of the Board pursuant to Paragraph 4 of this By-Law.
6. **THAT** any other approved lender shall be entitled to rely as to the authority of any borrowing on a copy of this By-Law certified by the Secretary of the Board.
7. **THAT**, this By-Law shall be deemed to have come into force March 16, 2021 and stay in effect until further notice.

**READ and FINALLY PASSED this 16<sup>th</sup> day of March 2021.**

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P. Murphy, Chair of the Board

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P. Daly, Secretary of the Board





|  |                 |
|--|-----------------|
| Proposed 2021 Energy Efficient Lighting Projects | <b>Item 8.2</b> |
| March 16, 2021                                   |                 |

### Alignment to Strategic Plan

This report is linked to our strategic priority of **Achieving: Meeting the needs of all learners.**

### Purpose

To obtain Board authorization to proceed with the proposed 2021 energy efficient lighting projects at three secondary schools.

### Background Information

Staff presented the Long-Term Facility Renewal Strategy (LTFRS) as Information Report Item 10.3 at the May 5, 2020, Regular Meeting of the Board. The goal of the LTFRS was to present a comprehensive school renewal plan to improve school facility conditions throughout the board to provide learning environments that support the educational needs of students and staff. The LTFRS focused on a 5-year planning window (2021-2025) and identified school facilities where investment is required to renew facility conditions. The LTFRS speculated on future capital funding allocations and construction costs and was intended to be used as a guideline based on the best data available at the time of report.

Staff also presented the 2021 facility renewal projects as Staff Report 9.1 in the November 17, 2020 Regular Meeting of the Board. The proposed lighting projects contained herein are in addition to that project plan.

### Comments

Staff have identified three secondary schools within the Board where the current lighting systems are nearing the end of their useful life cycle, which is resulting in higher maintenance and repair costs. The proposed projects will upgrade these aging systems with more energy efficient LED lighting, resulting in improved learning environments for students and staff, significant operational cost savings and reduced maintenance costs.



Staff are completing the scope of work for the proposed 2021 energy efficient lighting projects and preparing the projects for competitive tender.

- At Christ the King CSS and St Ignatius of Loyola CSS, the proposed scope of work is to replace the low efficiency lighting in the gymnasium, foyers, libraries, cafeterias and building exterior with high efficiency LED lighting.
- At Corpus Christi CSS, the proposed scope of work is to replace all existing lighting in the school with high efficiency LED lighting, and install a centralized automation system for enhanced control, monitoring and after-hours scheduling.

**FUNDING:**

Costs for the proposed 2021 energy efficient lighting projects would be funded through:

- the Board's available capital funding allocations and capital reserves
- the Board's allotment of the Federal Climate Action Incentive Fund (CAIF)

Appendix 'A' summarizes the proposed 2021 lighting projects, indicating the school location where the work is to be completed, and providing a breakdown of the preliminary budgets and funding sources.

## Conclusion

The estimated preliminary budget for the proposed 2021 energy efficient lighting projects is \$1,875,000. Staff is in the process of preparing these projects for competitive construction tenders. It is proposed that construction work will occur during summer 2021, so that schools are ready for students and staff in September 2021.



## Recommendation

The following resolutions are respectfully submitted for Trustee consideration and approval:

|   |   |
|---|---|
| <b>Resolution#:</b>   | <i>Moved by:</i><br><i>Seconded by:</i> |
| <b>Resolved</b> , that the Halton Catholic District School Board authorize staff to proceed with the proposed 2021 energy efficient lighting projects.  |   |
| <b>Resolution#:</b>   | <i>Moved by:</i><br><i>Seconded by:</i> |
| <b>Resolved</b> , that the Halton Catholic District School Board authorize staff to expense funds from available capital funding and the capital reserve, including the Federal Climate Action Incentive Fund, for the proposed 2021 energy efficient lighting projects, and that the expenditures will not exceed \$1,875,000. |   |

**Report Prepared by:** S. Allum  
Manager, Energy and Environmental

C. Abrahams  
Senior Manager, Capital Projects

**Report Submitted by:** R. Merrick  
Superintendent, Facility Management Services

**Report Approved by:** P. Daly  
Director of Education and Secretary of the Board



| Halton Catholic District School Board             |                               |  |  |
|---|-------------------------------|--|--|
| Proposed 2021 Energy Efficient Lighting Projects  |                               |  |  |
| Preliminary Budget Estimate                       |                               |  |  |
| School Location                                   | March 2, 2021 Budget Estimate |  |  |
| Corpus Christi CSS                                | \$1,000,000                   |  |  |
| Christ the King CSS                               | \$250,000                     |  |  |
| St. Ignatius of Loyola CSS                        | \$250,000                     |  |  |
| <b>Subtotal</b>                                   | <b>\$1,500,000</b>            |  |  |
| Professional Fees (10%)                           | \$150,000                     |  |  |
| Contingencies (15%)                               | \$225,000                     |  |  |
|   |                               |  |  |
| <b>Total Expenses</b>                             | <b>\$1,875,000</b>            |  |  |
| <b>Funding</b>                                    |                               |  |  |
| Available Capital Sources and the Capital Reserve | \$1,163,851                   |  |  |
| Federal CAIF Funding                              | \$711,149                     |  |  |
|   |                               |  |  |
| <b>Total Funding</b>                              | <b>\$1,875,000</b>            |  |  |



|   |                 |
|---|-----------------|
| Inclusive Racial and Cultural Curriculum Letter | <b>Item 8.3</b> |
| March 16, 2021                                  |                 |

The following Notice of Motion was presented at the February 16, 2021 Regular Board Meeting:

**Moved by:** N. Guzzo

**Seconded by:**

**WHEREAS** Policy II-45 Equity and Inclusive Education states in its purpose that "In accordance with the Church's teachings, it is the policy of the Board to provide in all its operations an educational environment which supports and enables diversity within its Catholic community."

**WHEREAS** Policy II-45 Equity and Inclusive Education states that "Students must be represented in the curriculum and heard in the assessment and evaluation."

**BE IT RESOLVED THAT,** the Chair of the Board, in collaboration with staff and the Board of Trustees, send a letter to the Minister of Education encouraging the revision of the curriculum to better incorporate the culture and history of Racialized and Marginalized Students and Staff, such as women, people with disabilities, Black and Indigenous People, People of Colour, and 2SLGBTQ+ people.



|                                     |          |
|-------------------------------------|----------|
| French Immersion Regional Expansion | Item 8.4 |
| March 16, 2021                      |          |

The following Notice of Motion was presented at the February 16, 2021 Regular Board Meeting:

**Moved by:** P. DeRosa

**Seconded by:**

**WHEREAS** every region within the Halton Catholic District School Board family is different in their ability to expand the French Immersion program. Differences such as population growth rates, capacity, demand, demographics, geography make it unlikely that all regions would ever be in the foreseeable future in a position to expand the French Immersion program concurrently at the same rate.

**BE IT RESOLVED**, that the Board of Trustees directs the Director of Education and Secretary of the Board to undertake the expansion of the French Immersion Program with the objective of satisfying all registrations annually in each region, based on the region's own capacity to expand the program starting in 2022-2023 and for subsequent years.

**BE IT FURTHER RESOLVED**, that the Board of Trustees directs the Director of Education and Secretary of the Board at the next Strategic Planning Cycle and meetings of the Halton Catholic District School Board to make French Immersion a strategic priority as directed in the motion approved by the Board of Trustees at the November 21, 2017 Board meeting and provide a plan for growth based on each region's current and future capacity starting in the school year 2022 – 2023.

**BE IT FURTHER RESOLVED**, that the Board of Trustees directs the Director of Education and Secretary of the Board to deliver an updated multi-year recruitment plan that satisfies the need for French teachers as directed in the motion # 204/17 passed by the Board at the November 21, 2017 meeting.

**BE IT FURTHER RESOLVED**, that the Board of Trustees directs the Director of Education and Secretary of the Board to begin an early search for teachers starting with teachers currently employed by the board who are qualified to teach French and are willing to transfer to the French Immersion program. At the same time begin an ongoing search for external candidates in and out of province and or out of country, as well as consider the issuance of letters of permission for qualifying candidates to meet the demand.



**BE IT FURTHER RESOLVED**, that the Board of Trustees directs the Director of Education and Secretary of the Board to give priority to all future registrants who already have siblings in the program to give families predictability and the opportunity for siblings to attend the French Immersion program at same school.

**BE IT FURTHER RESOLVED**, that the Board of Trustees directs the Director of Education and Secretary of the Board to continue to offer transportation to students enrolled in the Early French Immersion program as was directed in the motion #204/17 passed by the Board at the November 21, 2017 meeting.



|   |                        |
|---|------------------------|
| <p>Prioritizing Teachers and Educational Workers in the Second Phase of the Province’s COVID-19 Vaccine Rollout</p> | <p><b>Item 8.5</b></p> |
| <p>March 16, 2021</p>   |                        |

The following Notice of Motion was presented at the March 2, 2021 Regular Board Meeting:

**Moved by:** P. DeRosa

**Seconded by:**

**WHEREAS**, the Government of Ontario recently announced moving into the second phase of its COVID-19 Immunization Program;

**WHEREAS**, Teachers and educational workers in our schools are in contact and exposed to a multiple number of students, parents, and support workers at any given time;

**BE IT RESOLVED**, that the Board of Trustees and the Director of Education write a joint letter to the Government of Ontario requesting that teachers and educational workers be prioritized for in the second phase of the COVID-19 Immunization Program.





|  |                 |
|--|-----------------|
| Approval to the Changes to the Executive Compensation Envelope | <b>Item 8.6</b> |
| March 16, 2021   |                 |

The following Notice of Motion was presented at the March 2, 2021 Regular Board Meeting:

**Moved by:** V. Iantomasi

**Seconded by:**

**BE IT RESOLVED,** that changes to the Executive Compensation Envelope of the Supervisory Staff shall be approved by the Board before implementation by the Director of Education. This to instruct the Secretary to the Board as the Director of Education to provide the Elected Board with an Executive Compensation summary report, outlining the initial contracts with starting salary, grid movement and increases for all Senior Staff and Managers for the years 2018, 2019, 2020 and 2021.



|  |                 |
|--|-----------------|
| Board Posting of All Executive Compensation by August 31 <sup>st</sup> | <b>Item 8.7</b> |
| March 16, 2021   |                 |

The following Notice of Motion was presented at the March 2, 2021 Regular Board Meeting:

**Moved by:** V. Iantomasi

**Seconded by:**

**BE IT RESOLVED,** Secretary and Director of Education provide the Elected Board all copies of the mandatory salary disclosures for the Executive Compensation, submitted to the Provincial Government and subsequently posted yearly by August 31<sup>st</sup> on the HCDSB Public Web Site for the years 2019, 2020 and 2021.



## Regular Board Meeting

## Information Report

|                         |                  |
|-------------------------|------------------|
| Student Trustees Update | <b>Item 10.1</b> |
| March 16, 2021          |                  |

### Alignment to Strategic Plan

This report is linked to the strategic priorities:

**Achieving:** Meeting the needs of all learners

**Believing:** Celebrating our Catholic faith & aspiring to be models of Christ

**Belonging:** Embracing relationships & sustaining safe, welcoming schools

### Achieving

Students have done a great deal. To start, Student Senate promoted opportunities and shared informative posts on social media in honor of Black History Month and Teen Dating Awareness Month. The Student Senate has elected all our three incoming Student Trustees for the 2021-2022 academic year. We would like to compliment them for their achievements. Student Trustees wish to acknowledge the excellent work that all of the candidates did during the February 23<sup>rd</sup> elections. We congratulate them and wish them the best as they continue to support students. We appreciate all of the applicants and look forward to working with our new student trustees. We continue to hope that progress will be made and that a better world can be built to serve as many people as possible. We have power of the future, and we will change it to the better.

### Believing

In collaboration with OCSTA, the Catholic Board Council of the Ontario Student Trustee's Association (OSTA-AECO) plans on hosting the Ontario Catholic Student Youth Day (OCSYD) on May 5<sup>th</sup>. This event takes place during our annual Catholic Education Week. It aims to unify Catholic youth throughout the province by supporting and promoting Catholic youth service and leadership. The OCSYD Conference will be hosted virtually, featuring various guest speakers and raffle prizes. The remote platforming of this event allows for the invitation of more interested students; this year 50 students may attend on the behalf of a board, to celebrate this year's theme of Nurturing Hope by Cultivating Relationships. We look forward to celebrating our Catholic Youth and unifying as a community for this event, and wish for any student leaders to reach out to their local student trustees if they would like to participate in this year's conference.



## Belonging:

On Friday, March 12<sup>th</sup>, the Student Senate officially announced the 2021 Invest in Yourself: Financial Literacy Campaign. This Campaign seeks to aid in the development of student's financial literacy skills and teach them the importance of good money management practices. The social media blitz will run from March 22<sup>nd</sup> to March 25<sup>th</sup>. Bill Hayes, a Certified Financial Planner (CFP) from CIBC has accepted the Senate's invitation to speak with our students and present his Money Smarts Webinar on March 29<sup>th</sup>. Our Virtual Stock Trading Competition is set to go live Tuesday, March 30<sup>th</sup>, and will run until June 1<sup>st</sup>. Students will have the opportunity to learn the fundamentals of investing in stock markets and compete against each other, all with the chance to win prizes. Both the Webinar and Stock Trading Competition are open to our high school students and, we highly encourage them to attend. The 2021 Invest in Yourself Campaign was a large undertaking, it would not have been possible without our dedicated committee members, Student Senators, Advisors, and Board Staff – whom we would like to thank.

Report Prepared & Submitted by: N. Gubert  
Student Trustee, North Halton

K. Kelly  
Student Trustee, Burlington

R. Roshdy  
Student Trustee, Oakville

Report Approved by: P. Daly  
Director of Education and Secretary of the Board



## Regular Board Meeting

## Information Report

|                |                  |
|----------------|------------------|
| Schools Update | <b>Item 10.2</b> |
| March 16, 2021 |                  |

### Alignment to Strategic Plan

This report is linked to the strategic priorities:

**Achieving:** Meeting the needs of all learners

**Believing:** Celebrating our Catholic faith & aspiring to be models of Christ

**Belonging:** Embracing relationships & sustaining safe, welcoming schools

### Purpose

The purpose of this report is to provide an update on our Elementary and Secondary schools.

### Learning & Instruction

#### Elementary Schools

- Our elementary schools reopened for in-person learning on Monday February 8, 2021.

#### Virtual Elementary School

- Students enrolled in the Virtual Elementary School have continued to follow their established schedules.

#### Secondary Schools

- Our secondary schools opened for in-person learning to begin Quadmester 3 on Monday February 8, 2021.



## Change in Learning Format

- The final opportunity to request a change in learning format became available between March 11-18, 2021. Requested changes will come into effect on Monday March 29, 2021.

## Health & Safety Protocols

### On-Site Screening

All students, children and staff and visitors are required to screen for symptoms of illness every day before coming to school or childcare.

#### *Secondary Students*

Secondary school students attending in-person learning need to provide confirmation that they have completed the self-screening and received a 'pass' to attend school. Any student who does not pass the School Screening Tool must stay home and self-isolate until they meet the criteria for return.

#### *School Staff*

- In addition to the requirement for school staff to perform daily self-screening, schools have a process in place to confirm the daily self-screening of staff prior to or upon their arrival at the school.
- The principal or their designate are responsible for ensuring all staff have completed and passed their daily COVID-19 self-screen.
- Any staff that does not pass the on-site screening procedures will be asked to return home and self-isolate until they meet the criteria for return.

#### *Visitors*

- In addition to the requirement for visitors to perform daily self-screening, schools have a process in place to confirm the daily self-screening of all visitors prior to or upon their arrival at school.
- The principal or their designate are responsible for ensuring all essential visitors have completed and passed their daily COVID self-screen.
- Any visitor that does not pass the on-site screening procedures will be asked to return home and self-isolate until they meet the criteria for return.



### Changes to School Screening Tool

As part of their efforts to strengthen health and safety measures and update guidance to reflect provincial trends and transmission risks, the government has made changes to the COVID-19 school and childcare screening criteria.

This includes new provincial direction that staff, students and children with any new or worsening symptom of COVID-19, as indicated in the school and childcare screening tool, **even those with only one symptom**, must stay home until:

- They receive a negative COVID-19 test result.
- They receive an alternative diagnosis by a health care professional, or
- It has been 10 days since their symptom onset, and they are feeling better.

The provincial screening tool has been updated to reflect this direction.

Students, staff and families can continue to access the COVID-19 school and child care screening tool by visiting <https://covid-19.ontario.ca/school-screening/>

### COVID-19 Asymptomatic Targeted Testing

School boards have been directed by the Ministry of Education to undertake asymptomatic targeted testing in at least 5% of the elementary and secondary schools within their jurisdiction each week. School locations were selected with support from the Ministry of Education and local Public Health Units.

Testing may use a combination of rapid antigen and PCR testing and will look to use less invasive methods of testing where possible.

The testing is voluntary, and consent is required. In our first phase testing has been made available for asymptomatic students and staff. Anyone with symptoms, should seek testing at an assessment centre.

Our board has employed a “hub” model with the Secondary School serving as the testing location for its students and staff and its feeder schools on a rotating schedule.

[Tuesday March 16 - 2:00 pm – 8:00 pm](#)

Notre Dame Family of Schools, BURLINGTON

[Wednesday March 17- 2:00 pm – 8:00 pm](#)

St. Thomas Aquinas Family of Schools, OAKVILLE



[Saturday March 20 9:00 am – 3:00 pm](#)

Bishop Reding Family of Schools, MILTON

School boards are required to submit weekly or multi-week testing plans identifying the schools where testing will take place. Boards will also be asked to report back weekly on testing activity.

### **Planning for 2021-2022**

From March 3 – 10, 2021, we released a survey to parents and guardians with children attending elementary school to assess their plans for the 2021-2022 school year. Although we are still awaiting further directions from the Ministry with regards to expectations of options for students This survey will help us determine staffing and organizational needs for next year.

At the secondary level, much like we did for this school year, we will build a schedule that will be able to accommodate a traditional in person semestered model with the ability to move to a cohorted and/or hybrid quadmester model if required.

### **Graduation Requirements**

#### **Ontario Secondary Schools Literacy Test (OSSLT)**

**The Ministry of Education has waived the literacy graduation requirement for all students graduating during the 2020–2021 school year.**

This year's OSSLT field test will be available to students participating in in-person learning and working toward their Ontario Secondary School Diploma (OSSD) from **March 23 to June 4**. Students in Grades 10 and 11, and non-graduating Grade 12 students, can attempt the test and, if successful, have it counted on their transcript. The purpose of this field test is to allow students and educators to become familiar with the new assessment model, and to support the validation and development of the new e-assessment platform.

**Graduating students do not need to take the field test.**

### **Community Service Hours**

The Ministry has made temporary changes to the community involvement graduation policy for the 2020-21 school year is to reduce barriers students may face and make it easier for students to earn community involvement hours given the challenges related to COVID-19.





The Ministry has introduced flexibility in meeting the community involvement hour requirements, along with reducing the total number of hours (to 20) required for students graduating in the 2020-21 school year.

### **School Year Calendar**

Boards will be required to submit regular calendars for review on or before May 28, 2021.

### **Conclusion**

As circumstances continue to evolve this school year, we remain committed to providing a quality Catholic education that is flexible and engaging.

Report Prepared &  
Submitted by:

Pat Daly  
Director of Education and Secretary of the Board



|   |                  |
|---|------------------|
| Milton No. 10 Catholic Elementary School Sketch Plan Design | <b>Item 10.3</b> |
| March 16, 2021  |                  |

### Alignment to Strategic Plan

This report is linked to our strategic priority of **Achieving: Meeting the needs of all learners.**

### Purpose

To present the Sketch Plan Design Book for the proposed Milton No. 10 Catholic Elementary School in the Town of Milton.

### Background Information

1. [Staff Report Item 9.1 "Milton No. 10 Catholic Elementary School Project Budget and Approval to Proceed with School Capital Planning"](#) from the July 29, 2020, Special Meeting of the Board

### Comments

On July 23, 2020, the Board was informed of its Capital Priorities allocation for the new Milton No. 10 Catholic Elementary School. A total amount of \$17,227,105 was allocated for the project, which is based on an elementary school to accommodate 671 pupil places and a 5-room child care centre. Subsequently, the Board authorized staff to commence capital works and approved the project budget of \$18,727,105 at the July 29, 2020, Special Meeting of the Board. The projected opening date for the school is winter 2022.

Snyder Architects has prepared a Sketch Plan Design Book, which summaries the preliminary project work for the Milton No. 10 Catholic Elementary School and is attached as Appendix A. The sketch plans document includes a description of the school design, the academic building program, preliminary school site and building information, site plan and floor plans.



## Conclusion

The planning of the proposed Milton No. 10 Catholic Elementary School is well underway. Project information including the school design, academic building program, site plan and floor plans have been summarized by Snyder Architects and are attached to this report.

### Report Prepared and Submitted by:

R. Merrick  
Superintendent, Facility Management Services

### Report Approved by:

P. Daly  
Director of Education and Secretary of the Board



## Sketch Plans

*for the new*

## Milton 10 Catholic Elementary School

Milton, Ontario

February 19, 2021



## Table of Contents

|   | <b>Page</b> |
|---|-------------|
| 1.0 Building Program                              | 1           |
| 2.0 Drawings: Site plans, Floor plans, Elevations | 4           |
| 3.0 Project Information                           | 8           |

## 1.0 Building Program

| No.             | Room              | Pupil Loading | Floor | Area               |
|-----------------|-------------------|---------------|-------|--------------------|
| SCHOOL FACILITY |                   |               |       |                    |
| 1               | KINDERGARTEN #1   | 26            | 1     | 104 m <sup>2</sup> |
| 2               | KINDERGARTEN #2   | 26            | 1     | 104 m <sup>2</sup> |
| 3               | KINDERGARTEN #3   | 26            | 1     | 105 m <sup>2</sup> |
| 4               | KINDERGARTEN #4   | 26            | 1     | 105 m <sup>2</sup> |
| 5               | KINDERGARTEN #5   | 26            | 1     | 102 m <sup>2</sup> |
| 6               | KINDERGARTEN #6   | 26            | 1     | 102 m <sup>2</sup> |
| 7               | CLASSROOM #1      | 23            | 1     | 68 m <sup>2</sup>  |
| 8               | CLASSROOM #2      | 23            | 1     | 68 m <sup>2</sup>  |
| 9               | CLASSROOM #3      | 23            | 1     | 68 m <sup>2</sup>  |
| 10              | CLASSROOM #4      | 23            | 1     | 68 m <sup>2</sup>  |
| 11              | CLASSROOM #5      | 23            | 1     | 68 m <sup>2</sup>  |
| 12              | CLASSROOM #6      | 23            | 2     | 68 m <sup>2</sup>  |
| 13              | CLASSROOM #7      | 23            | 2     | 68 m <sup>2</sup>  |
| 14              | CLASSROOM #8      | 23            | 2     | 68 m <sup>2</sup>  |
| 15              | CLASSROOM #9      | 23            | 2     | 68 m <sup>2</sup>  |
| 16              | CLASSROOM #10     | 23            | 2     | 68 m <sup>2</sup>  |
| 17              | CLASSROOM #11     | 23            | 2     | 68 m <sup>2</sup>  |
| 18              | CLASSROOM #12     | 23            | 2     | 68 m <sup>2</sup>  |
| 19              | CLASSROOM #13     | 23            | 2     | 68 m <sup>2</sup>  |
| 20              | CLASSROOM #14     | 23            | 2     | 68 m <sup>2</sup>  |
| 21              | CLASSROOM #15     | 23            | 2     | 68 m <sup>2</sup>  |
| 22              | CLASSROOM #16     | 23            | 2     | 68 m <sup>2</sup>  |
| 23              | CLASSROOM #17     | 23            | 2     | 68 m <sup>2</sup>  |
| 24              | CLASSROOM #18     | 23            | 2     | 68 m <sup>2</sup>  |
| 25              | CLASSROOM #19     | 23            | 2     | 68 m <sup>2</sup>  |
| 26              | CLASSROOM #20     | 23            | 2     | 68 m <sup>2</sup>  |
| 27              | SPECIAL EDUCATION | 9             | 1     | 117 m <sup>2</sup> |
| 28              | ART               | 23            | 2     | 96 m <sup>2</sup>  |
| 29              | MUSIC             |               | 2     | 98 m <sup>2</sup>  |
| 30              | SCIENCE           | 23            | 2     | 95 m <sup>2</sup>  |
| 31              | LEARNING COMMONS  |               | 1     | 293 m <sup>2</sup> |

| No. | Room                | Pupil Loading | Floor | Area               |
|-----|---------------------|---------------|-------|--------------------|
| 32  | GYM                 |               | 1     | 519 m <sup>2</sup> |
| 33  | STAGE               |               | 1     | 114 m <sup>2</sup> |
| 34  | NUTRITION & FITNESS |               | 1     | 19 m <sup>2</sup>  |
| 35  | CHANGE              |               | 1     | 24 m <sup>2</sup>  |
| 36  | CHANGE              |               | 1     | 24 m <sup>2</sup>  |
| 37  | CHAIR STOR.         |               | 1     | 20 m <sup>2</sup>  |
| 38  | GYM STOR.           |               | 1     | 30 m <sup>2</sup>  |
| 39  | RESOURCE #1         |               | 1     | 34 m <sup>2</sup>  |
| 40  | RESOURCE #2         |               | 2     | 34 m <sup>2</sup>  |
| 41  | RESOURCE #3         |               | 2     | 23 m <sup>2</sup>  |
| 42  | RESOURCE #4         |               | 2     | 34 m <sup>2</sup>  |
| 43  | OFFICE              |               | 1     | 135 m <sup>2</sup> |
| 44  | STAFF               |               | 1     | 68 m <sup>2</sup>  |
| 45  | TEACHER WORKROOM #1 |               | 1     | 22 m <sup>2</sup>  |
| 46  | TEACHER WORKROOM #2 |               | 1     | 23 m <sup>2</sup>  |
| 47  | MEETING             |               | 2     | 24 m <sup>2</sup>  |
| 48  | WR                  |               | 1     | 4 m <sup>2</sup>   |
| 49  | WR                  |               | 1     | 4 m <sup>2</sup>   |
| 50  | UNIV. WR            |               | 1     | 7 m <sup>2</sup>   |
| 51  | WR                  |               | 1     | 28 m <sup>2</sup>  |
| 52  | WR                  |               | 1     | 28 m <sup>2</sup>  |
| 53  | UNIV. WR            |               | 1     | 5 m <sup>2</sup>   |
| 54  | WR                  |               | 2     | 4 m <sup>2</sup>   |
| 55  | UNIV. WR            |               | 2     | 7 m <sup>2</sup>   |
| 56  | WR                  |               | 2     | 29 m <sup>2</sup>  |
| 57  | WR                  |               | 2     | 28 m <sup>2</sup>  |
| 58  | WR                  |               | 2     | 13 m <sup>2</sup>  |
| 59  | WR                  |               | 2     | 13 m <sup>2</sup>  |
| 60  | STOR.               |               | 1     | 63 m <sup>2</sup>  |
| 61  | CUSTODIAN           |               | 1     | 8 m <sup>2</sup>   |
| 62  | CUSTODIAN           |               | 2     | 9 m <sup>2</sup>   |
| 63  | EMR                 |               | 1     | 4 m <sup>2</sup>   |

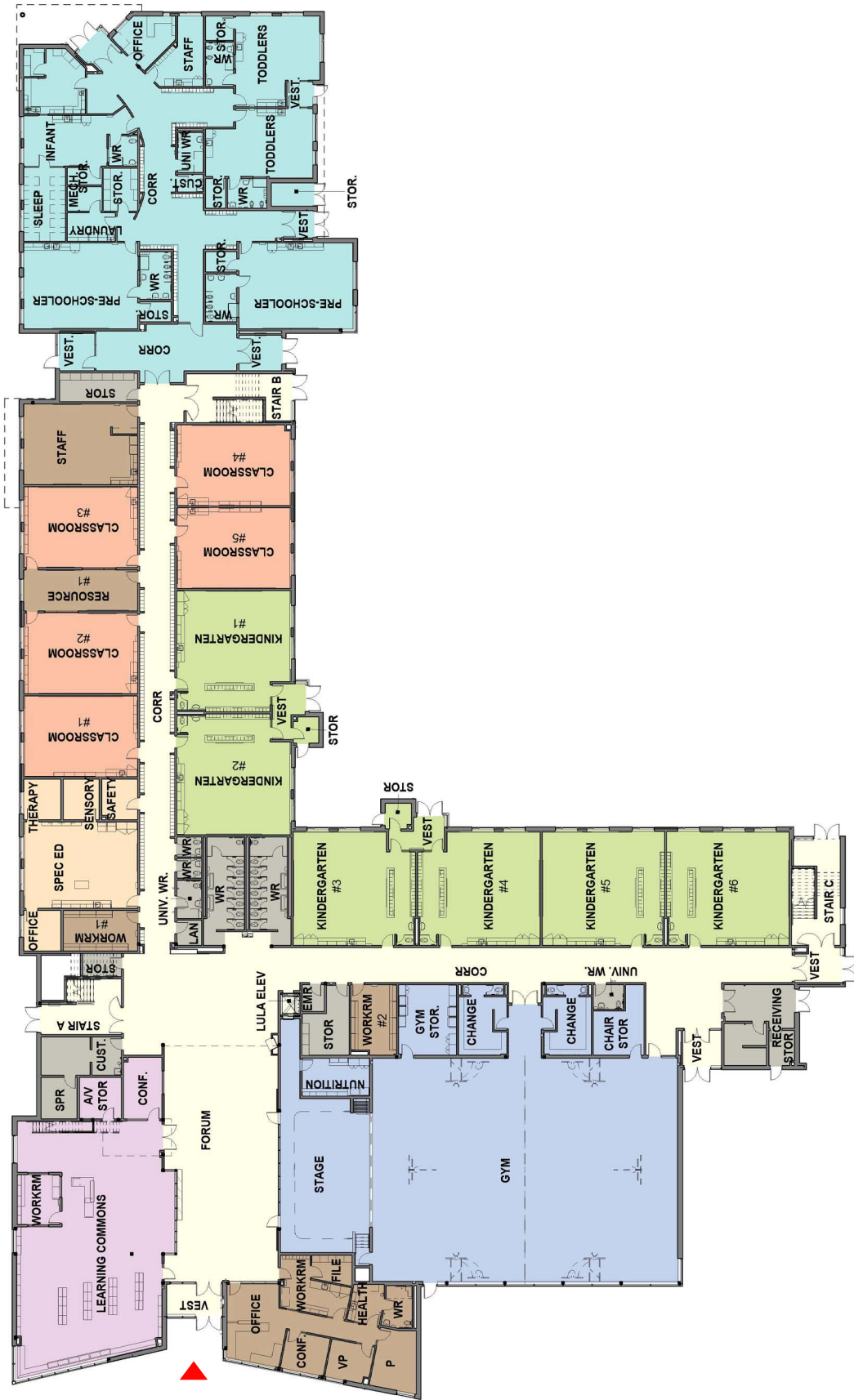
| No.               | Room           | Pupil Loading | Floor | Area               |
|-------------------|----------------|---------------|-------|--------------------|
| 64                | LAN            |               | 1     | 5 m <sup>2</sup>   |
| 65                | MECHANICAL     |               | 2     | 146 m <sup>2</sup> |
| 66                | ELECTRICAL     |               | 1     | 13 m <sup>2</sup>  |
| 67                | RECEIVING      |               | 1     | 20 m <sup>2</sup>  |
| 68                | SPRINKLER      |               | 1     | 11 m <sup>2</sup>  |
|                   | TOTAL          | 671           |       |                    |
| CHILD CARE CENTRE |                |               |       |                    |
| 69                | INFANT         | 10            | 1     | 36 m <sup>2</sup>  |
| 70                | SLEEP          |               | 1     | 23 m <sup>2</sup>  |
| 71                | TODDLER #1     | 15            | 1     | 50 m <sup>2</sup>  |
| 72                | TODDLER #2     | 15            | 1     | 50 m <sup>2</sup>  |
| 73                | PRE-SCHOOL #1  | 24            | 1     | 73 m <sup>2</sup>  |
| 74                | PRE-SCHOOL #2  | 24            | 1     | 73 m <sup>2</sup>  |
| 75                | OFFICE & STAFF |               | 1     | 37 m <sup>2</sup>  |
| 76                | WASHROOMS      |               | 1     | 55 m <sup>2</sup>  |
| 77                | STORAGE        |               | 1     | 46 m <sup>2</sup>  |
| 78                | KITCHEN        |               | 1     | 23 m <sup>2</sup>  |
| 79                | LAUNDRY        |               | 1     | 10 m <sup>2</sup>  |
| 80                | CUSTODIAN      |               | 1     | 3 m <sup>2</sup>   |
| 81                | MECHANICAL     |               | 1     | 6 m <sup>2</sup>   |
|                   | TOTAL          | 88            |       |                    |



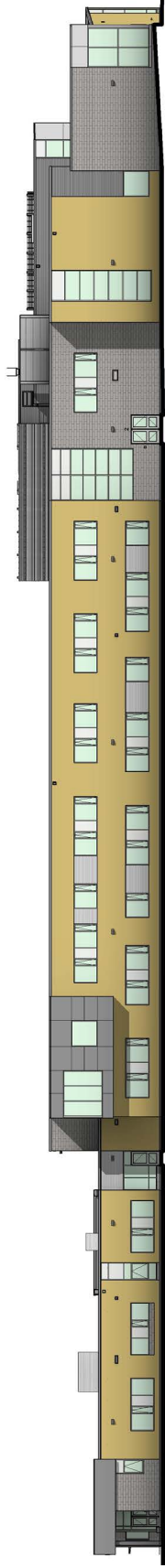
2.0 Drawings: site plan, floor plans, elevations



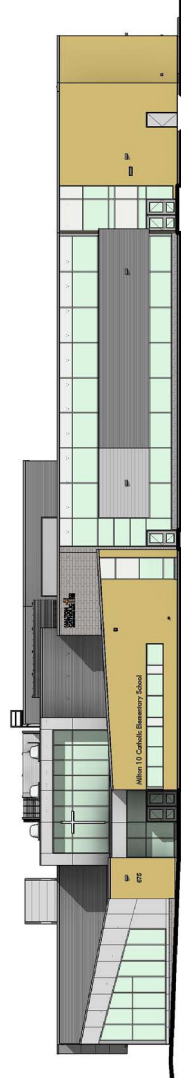
Site Plan







East Elevation



North Elevation



West Elevation



South Elevation

### 3.0 Project Information

| SITE              |                                   |
|-------------------|-----------------------------------|
| Site Area         | 2.37 Ha ( 23,700 m <sup>2</sup> ) |
| Building Coverage | 4,483.5 m <sup>2</sup>            |
| Lot Coverage      | 19.44%                            |
| Parking Spaces    | 116                               |

| BUILDING                        |   |
|---------------------------------|---|
| First Floor School GFA          | 3,731 m <sup>2</sup> ( 40,160 ft <sup>2</sup> ) |
| Second Floor School GFA         | 2400 m <sup>2</sup> ( 25,833 ft <sup>2</sup> )  |
| Total School GFA                | 6131 m <sup>2</sup> ( 65,993 ft <sup>2</sup> )  |
| Child Care GFA                  | 752 m <sup>2</sup> ( 8,094 ft <sup>2</sup> )    |
| Gross GFA (School & Child Care) | 6883 m <sup>2</sup> ( 74,088 ft <sup>2</sup> )  |



**Construction Report - March 2021**



**Construction Update**

- The pictures above were taken on March 9, 2021. The top-left picture shows the ongoing application of spray foam on the gym addition. The top-right picture shows completed concrete slab in the new gym. The bottom-left picture shows the installed flooring and mirrors in the dance room. The bottom-right picture shows the ongoing installation of the audience seating in the theatre.
- Work completed included gymnasium roofing, concrete slab, kitchen equipment training and finishing work. Occupancy was obtained for the cafeteria wing addition.

**Schedule Update**

- Brick veneer
- Gymnasium painting, and mechanical work

If you have any comments or questions about the school addition project, please contact Lorrie Naar, Superintendent of Education, at (905) 632-6300 ext. 135 or e-mail [naarl@hcdsb.org](mailto:naarl@hcdsb.org). For school construction information contact Ryan Merrick, Superintendent, Facility Management Services, at (905) 632-6300 ext. 171 or e-mail [merrickr@hcdsb.org](mailto:merrickr@hcdsb.org).

## Construction Report - March 2021



### **Construction Update**

- The pictures above were taken on March 9, 2021. The top picture shows completed ceramic tiles and aluminum door installation. The bottom picture shows the childcare change table installation.
- Work completed included architectural finishes.

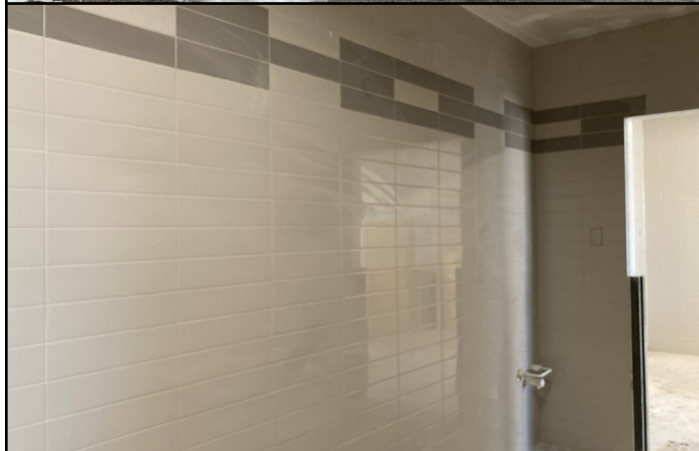
### **Schedule Update**

- Library millwork completion
- Deficiency work

If you have any comments or questions about the school addition project, please contact Nancy Dinolfo, Superintendent of Education, at (905) 632-6300 ext.120 or e-mail [dinolton@hcdsb.org](mailto:dinolton@hcdsb.org). For school construction information contact Ryan Merrick, Superintendent, Facility Management Services, at (905) 632-6300 ext. 171 or e-mail [merrickr@hcdsb.org](mailto:merrickr@hcdsb.org).



## Construction Report - March 2021



### **Construction Update**

- The pictures above were taken on March 9 2021. The top-left picture shows the completed roof flashing. The top-right picture shows ongoing millwork installation. The bottom-left picture shows the completed wall tile in the washrooms. The bottom-right picture shows a completed acoustic ceiling and lighting installation.
- Work completed included metal flashing, ceramic floor tile, ceiling grid and lighting.

### **Schedule Update**

- Millwork completion
- Vinyl sheet flooring
- Plumbing fixtures

If you have any comments or questions about the school addition project, please contact Lorrie Naar, Superintendent of Education, at (905) 632-6300 ext. 135 or e-mail [naarl@hcdsb.org](mailto:naarl@hcdsb.org). For school construction information contact Ryan Merrick, Superintendent, Facility Management Services, at (905) 632-6300 ext. 171 or e-mail [merrickr@hcdsb.org](mailto:merrickr@hcdsb.org).



**MINUTES OF THE CATHOLIC PARENT INVOLVEMENT  
COMMITTEE (CPIC)**

Date: January 18, 2021  
Time: 7:00 pm  
Location: Virtual Meeting

Members Present

T. Arruda Newns  
S. Boulanger  
V. Chininea  
N. Dinolfo  
M. Duarte  
L. Efremova  
D. Foster  
S. Furlong-Warren  
L. Gallo  
D. Garell-Teti  
O. liuyomade  
M. Lourenco  
J. McLeod  
V. Monaco  
T. O'Brien  
Fr. D. Walter

Guests:

P. Daly  
R. DeFranco  
A. Swinden

Regrets:

Chair: G. Bergin/J. Santos

Recording Secretary A. Brown

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**1. Opening Prayer & Welcome**

The meeting opened at 7:00 p.m. with a welcome from the Chair. G. Bergin welcomed our new member, our new Deanery Representative, Fr. Dave Walter. Fr. Dave led the committee in an opening prayer.

**2. Approvals & Revisions**

**2.1 Agenda**

***Moved by:* S. Furlong-Warren**

***Seconded by:* S. Boulanger**

**That,** the agenda be approved.

***CARRIED***

**2.2 Minutes**

***Moved by:* S. Furlong-Warren**

***Seconded by:* L. Efremova**

**That**, the minutes of the December 7, 202 Catholic Parent Involvement Committee be approved and submitted.

**CARRIED**

### 3. Board Update

N. Dinolfo shared the [Land Acknowledgement](#) video, an initiative which was created by the Corpus Christi Family of Schools under the direction of S. Saevil, our Indigenous Education Advisor and K. Moro, Principal of Corpus Christi, putting together this beautiful [Land Acknowledgement](#) presentation that we now have for the system.

#### ➤ Board Update – N. Dinolfo

- at this time all K to 12 academic program is taught remotely.
- There has been no change to the delivery model for K to 8 students in virtual school from before Christmas.
- Students in Gr. 9 to 12 are all Cohort C for the final 3 weeks of their second quadmester.
- Face to face K to 8 students are now receiving their program remotely from their face to face teacher.
- The planned Jan 11<sup>th</sup> elementary change in learning environment placement from the November 2020 survey is on hold until K to 8 students are back face to face school learning environment, then the change will take place.
- We currently have 22 elementary schools with special education students whose IEP cannot be delivered remotely. Those students are face to face with instruction from their assigned special education teacher and EAs in the face to face setting.
- All of our high schools with category 4 or 5 students (Community Living, Structured Teaching) have students attending.
- Waiting for Ontario Ministry of Health update on January 20<sup>th</sup> to confirm if HCDSB will resume face to face instruction on Monday, January 25<sup>th</sup>.
- Friday, February 5<sup>th</sup> is a PA for elementary and secondary students. There will be no school for students. If we continue to be remote, it will be a remote PA Day. This is a reporting day for elementary teachers and a professional development day for secondary teachers.
- February 8<sup>th</sup> is the beginning for quadmester 3 for secondary students. Elementary teachers are in the middle of their reporting period. Term 1 report cards go home on Wednesday, February 24<sup>th</sup>.
- Kindergarten registrations continue online. Community outreach is taking place during the month of January. When we return face to face, documents will be verified to complete the registration process.
- Before Christmas, our new Milton Secondary School Principal was announced. Kevin Wong, currently at Loyola is transitioning to prepare our new Milton Secondary School.
- Gillian Federico, our System Chaplain has asked for a member of CPIC to sit on the Home-School-Parish partnership Committee. The commitment is 2 to 3 meetings per year. Please email Gerry or Jennifer if you are interested.
- Nancy introduced Andrea Swinden, our Manager of Strategic Communications to share the info. and navigating our new website, especially regarding parent involvement. Andrea introduced Rob DeFranco, our Creative Design Officer and both showed new logo options and new website.
  - Suggestion from members include: found CPIC portion hard to find. Would like CPIC more visible, to increase awareness of CPIC.
  - Perhaps a link to CPIC page from board website added to school websites, CPIC Facebook and Twitter accounts.

- A. Swinden and R. DeFranco presented 2 options for new CPIC logo, in keeping with the Board logo regarding colour and style.

- HCDSB colour palette
- similar iconography to current logo
- modernized, remove literal/silhouette design
- friendly, approachable design
- more balanced typeface compared to original logo
- less literal (remove church, building can represent all – home/parish/school - as well as belonging, protection, structure)
- subtle speech bubble on P (see notes below)



- HCDSB colour palette
- modernized, remove literal/silhouette design
- friendly, approachable design
- more balanced typeface compared to original logo
- focus on CPIC acronym, speech balloon icons created through negative space (subtle, offers depth)
- speech balloons represent: parent voice, participation, conversations/dialogue, involvement, sharing/exchanging ideas- future creative uses of graphic element

**graphic element**



**using palette**



Catholic Parent Involvement Committee

- G. Bergin and N. Dinolfo thanked Andrea and Rob and the subcommittee for their efforts regarding the new logo and the committee will get back to them with their decision.

➤ **Upcoming notable items**

- N. Dinolfo then addressed a question that was asked at the last CPIC meeting regarding the PRO Grant funds from last year. Unfortunately, money from last year has been returned to the Ministry. We have info. that the Ministry is going forward with PRO Grant for this year and each FOS has been given \$10,000.00. FOS Superintendents will present this to Family of School Administration and they will reach out to School Councils on how money will be spent this year. We are waiting for Business Services to give us the outline on how the money can be expensed during this time when we can't bring people together.

#### 4. Trustee update

➤ **General update**

- Trustee Duarte started with his appreciation of the new board website and CPIC logo.
- At the December 15<sup>th</sup> Board Meeting, the Keeping Christ in Christmas contest award was presented. We had 250 submissions, they were very creative.
- EFI discussion Trustees gave direction to Director to add 2 FI classes in each municipality based on demand and space availability for 2021-2022. Through an earlier motion, a boundary review is scheduled to be held in municipalities in Feb. Staff has laid out a plan to do that.
- Finally received approval from the Ministry to proceed with Milton #10 elementary school. This will be the holding school for Milton #3 Secondary School. Staff are working on tenders and we are hoping to have shovels in the ground soon. Staff coming up with timelines today or tomorrow.
- Trustees attended the annual OSBTA seminar online last weekend. This seminar brings Trustees from all over Ontario for seminars and workshops. It was very well attended with over 450 trustees. The sessions were very informative.
- Chair of the Board Murphy and Trustee Duarte attended intensive human rights program for school board leaders last week, presented by York University in conjunction with the Ministry. Part 1 was a half day workshop. Our board, through various initiatives and policies, is doing very well on this front. There is another session scheduled for later this year.
- This year, Trustees will undertake 5 PD sessions starting in Feb. Some topics are: Supporting Equity and Inclusion through the Catholic lens, Human Rights and Accommodations in Catholic Education, Student Mental Health and Mental Health and Pandemic, How to Write Motions and the History of Catholic Education. Last year we did five sessions. We started off on a trial basis. It took off very well and trustees want more of this because this is what we need to deliver to our students in our system.
- Regarding virtual school, we all know the situation is very fluid and dynamic. I just wanted to say a big thank you to our teachers and admins were done an excellent job with the resources that we have and I must extend my sincere thanks to the Thanks to our parents who have been very supportive and understanding during this times. I have been hearing positive and supportive feedback from parents in our system.

- Question posed: Is there any additional health and safety measures being put into place with return to in person learning from the board?
- N. Dinolfo answered that at this time there hasn't been any adjustment to our return to school plan, so everything that we have in place within our schools. We had the IPAC visits through the Halton Region of Health throughout the fall up until December. They said everything that we're doing in our schools right now is consistent with how we're going to be able to move forward, so there are no changes. We do have some measures in place right now because of the students using lockers in the elementary setting. But right now, we're not changing any of our practices. We don't know if we'll get further direction once we are coming back face to face in the buildings, but for now, what we have in place meets the health standards that are required to do at the school level.
- P. Daly updated the committee that he will be giving an update at the Board Meeting tomorrow night. The Ministry has talked about extending the masking guidelines from Gr.1 to Gr. 12, which we already have masks from K to 12 in our board.
- The biggest change that the Ministry is looking at is implementing targeted Covid testing. They did do a pilot phase one project from mid-November to mid-December in Peel, Toronto, York and Ottawa. 63 schools, about 9000 students, staff and families. They are looking at expanding that voluntary, targeted testing, but it really would be directed in areas that have high rates of Covid, so we're waiting for some additional information with regards to how that will come out.
- One of the things that the Ministry also provided boards with is a kind of a return to school protocol reminder that we would have put in place with our students had we come back right after Christmas. Administrators and classroom teachers will be reviewing those when we do come back in person. As well, some other reminders for both for elementary, but particularly secondary students, around congregating. Staff are finding that they can do a pretty good job of keeping kids physically distanced while they're at school with the protocols we have in place, but there is concerns about what happens with students when they leave the property., They will follow direction until they get across the street and then they are off to Tim Horton's or they want to see their friends. So a large part of the work will be getting back into the really good routines that our teachers had they established with our students and will be waiting or for some additional information from the Ministry, I would think probably by Wednesday of this week.

## 5. OAPCE Update

- D. Garell-Teti has a Board of Directors meeting on January 30th and she will provide an update in her February newsletter which will be sent to all OAPCE reps.
- She is very appreciative of the communication help she is receiving and is getting responses to some of the things she poses in her newsletters to her OAPCE Halton email address. She is happy to see the communication improving.
- She added that she would like to see an OAPCE networking session again at the next Council of Chairs meeting in February and going forward.

- OAPCE sent their feedback to the Minister of Education on the education funding guide that was sent to OAPCE directors for input and feedback.
- OAPCE was asked to join conference call with Dr. Joshua Tepper, a strategic advisor to the Deputy Minister of Education, on feedback on re-opening schools and remote teaching.

## 6. Subcommittee Updates:

### ▪ School Council Support:

T. Arruda Newns updated the committee that the goal of the School Council Support Subcommittee is to collaborate with the school council to support them in all areas possible. In this effect, the following is suggested:

1. every School Council might reflect the vision of the HCDSB, even though every school works independently. We need to achieve the common goal of the School Board.

**Vision Statement: The HCDSB is a modern learning community widely recognized as distinctively Catholic, providing exceptional education while nurturing the call to love and to serve a people of faith living out God's plan.**

**Mission Statement: The HCDSB, in partnership with home and church is dedicated to providing excellence in Catholic education by developing Christ-oriented individuals and abled to transform society.**

Discussion on how to communicate with School Councils: perhaps create a Family of Schools chart and assign CPIC members to each FOS as a contact to provide resources and would include contact information.

Revisit social media initiatives (Facebook, Twitter) and use these platforms as a means of communication.

Create a platform for Parent Engagement (CPIC, School Councils) as a centre to share information such as fundraising events/ideas, vendors, DJs, Santas, banquet facilities, retailers etc. A place to share best practices and feedback. Also use this platform to help with the definition of the roles – CPIC, Councils, regulations, questions asked and answer. Basically, open line of communication; a central point where Councils can go for information.

### ▪ Parent and Community Engagement

J. MacLeod informed the committee that this subcommittee discussed getting the new CPIC logo up and running and was very happy that this has been completed. Once a logo is picked, it will go up on CPIC social media platforms and get them active again. They want to use these channels to ask parents what they need from CPIC regarding resources etc. with infographics for and easy way to create and share.

Put CPIC and SEAC Facebook and social media contact info. incorporated into board wide messaging as a footnote at the bottom.

Stay in touch with other subcommittees and communicate their needs with a central platform.

Reach out to current HCDSB FB groups, formal school council FB groups, informal parent groups etc. to introduce CPIC and let them know what resources are available for them.

Add CPIC information to all school websites.

#### ▪ **CPIC Bylaws/Election Subcommittee**

S. Boulanger informed the committee that members of the subcommittee reviewed the document individually and entered comments/changes to be made and then discussed in length. G. Bergin drafted update on new word document addressing structure of document, typos etc. This document is in need of update, as last update was in 2017, and also to be sure that it aligns with School Council documents and regulations under the Education Act. Some more pressing items regarding CPIC membership and a more detailed and updated election process. Subcommittee needs more time to work towards a document that is clear and detailed to all stakeholders that reflect current times. We've seen growth in the board in the last 4 years and want to be sure it reflects that, as well as align with School Council bylaws and regulations.

G. Bergin explained their process on how they began to update the by-laws, starting with cleaning up the duplications, contradictory information, typos etc. to help make bylaws flow in a more logical way, but have not made fundamental changes to bylaws themselves. This would require the whole committee's input. Some bylaws need to be looked at now, regarding policies and procedure reviews that are happening with the Board of Trustees. The goal is to get the bylaws up to par by end of school year.

### **7. CPIC Representation at Board Committees**

**Bullying Prevention** – S. Furlong updated the committee of a meeting on Wednesday the 20<sup>th</sup> for a final look at the revised policy, then it will go to various committees including CPIC to look at and discuss at the next meeting to address any questions or concerns before it goes to the larger board meeting.

Question: Is this directed towards students, or to staff and parents as well?

Answer: students only at this time. Will see if there is a section that pertains to adults.

**Mental Health Committee** - L. Efremova updated the committee that she attended a Mental Health Committee meeting in November and the mandate was from the Ministry of education for each school board to address mental health issues and follow the province wide policies and guidelines.

Our school board initiative was to survey 1000 students and get their feedback on their mental health. The most striking response was that 1/3 of students surveyed don't have an adult who they can discuss their problems confidentially. The school board has creating an initiative in where each school will form a committee where students can discuss their issues and problems. This is in the early stages and she hopes to have more updates on the execution of this initiative at our next meeting.

### **8. Council of Chairs meeting Agenda**

Update on CPIC elections for 2021-2022 School year

- Hoping to start elections after March Break and be finished by April to have our new 2021-2022 committee in place by the beginning of the school year.

- Anti black racism speaker – Sita Jayaraman, Senior Manager, Human Rights & Equity. N. Dinolfo advised that Sita is currently working on her presentation for Council of Chairs with the most up to date information to share. Her presentation will be visually appealing and will have time for questions and answers.
- Home-School-Parish partnership – thoughts into how we want to address this. How can we strengthen this partnership especially during lockdown.
- Breakout rooms at beginning of meeting or during - topic fundraising ideas and in initiatives.

Other suggestions made:

Best practices for virtual learning and strategies and guidance for how parents can best support. Vary by grade – ways parents can help.

Renewing the Promise – at Council of Chairs put out the question, why Catholic education? Have a session on why they choose Catholic education? School chairs would be great people to ask, as they are committed to Catholic education. Perhaps have an interactive component to meeting.

Catholic School Council of Chairs meeting – February 24, 2021 at 6:30 p.m.

CPIC meeting – March 1, 2021 at 7:00 p.m.

## **9. Other Business/Future Agenda items**

CPIC subcommittees will become standing items on agenda.

Discussion on 3<sup>rd</sup> Council of Chairs meeting agenda

Regarding the policy feedback from councils – do we have any information on what other board policies are regarding Councils? What do other school boards do? Do other boards have this policy? G. Bergin will add to next agenda for conversation. Hopefully, all feedback will be back by then. He has some already with mixed responses.

## **10. Closing Prayer**

Fr. Dave led the group in a closing prayer.

## **11. Adjournment**

Meeting was adjourned at 8:40 p.m.



**From:** Maria Lourenco

**Sent:** March 12, 2021 4:21 PM

**To:** Murphy, Patrick <MurphyP@hcdsb.org>; Daly, Patrick <DalyP@hcdsb.org>; Duarte, Marvin <DuarteM@hcdsb.org>

**Cc:** Karabela, Helena <KarabelaH@hcdsb.org>; Agnew, Brenda <AgnewB@hcdsb.org>; O'Brien, Timothy <O'BrienT@hcdsb.org>; Iantomasi, Vincent <IantomasiV@hcdsb.org>; DeRosa, Peter <DeRosaP@hcdsb.org>; Guzzo, Nancy <GuzzoN@hcdsb.org>; ohearn-czarnotaj@hcdsb.org; DiPietro, Rosie <DiPietroR@hcdsb.org>; Alexandra Terrana <aterrana@ombudsman.on.ca>

**Subject:** Fw: [<EXTERNAL>] Correspondence Policy

Dear Director Daly and Chair Murphy,

I am following up as I have still not received answers to the questions from my correspondence dated March 2nd (see below).

In particular, what was the rationale for publishing the "Dying with Dignity" letter in the February 16th board report? - a letter that had nothing to do with education, did not request to be published, and was from an organization whose very mandate is antithetical to the Catholic faith?

I received your message below that my correspondence of March 2nd was not published because it was received after the agenda package was posted and that "this year" you are "committed to be consistent and not add any correspondence after the agenda package is posted". This response raises many questions.... First of all, as I have shared many times, I have been told this in the past....only to later find other pieces of correspondence published that were received after the package was posted, sometimes well after the package was posted including the day of the meeting. So it seems to me that your rules change on a whim. What is the rationale for suddenly going back to only publishing correspondence received before the report is posted? When was this decided and how and when was this shared with the community to ensure transparency and fair and equitable treatment of all stakeholders? Also, what is your definition of "this year"? In September of this school year, you were publishing letters received in the afternoon of scheduled board meetings - and reading them aloud upon request....

Not allowing correspondence to be published after a board report is posted severely restricts stakeholders from providing feedback on issues that are on the agenda that they might not be aware of until the report is publicly available. This is not being accountable, open or transparent.

A Policy would certainly eliminate any "confusion" in the future. More accurately, it would ensure fair and consistent treatment of all stakeholders. Your reference to the draft Correspondence Policy would suggest it is going ahead....but you haven't actually stated that, and the future of the policy is otherwise unclear, as I also referenced. Some trustees felt the current process - of the Chair, Vice-Chair and Director just making a decision - was working well. I hope these latest inconsistencies make it clear why a Policy is needed.

If the board is indeed committing to moving forward with the draft Policy, why not start to follow the provisions laid out in that draft policy? I didn't hear any objections from trustees to any of the provisions in the draft policy, just whether or not it was actually needed (I assure you, it very much is). The draft Policy allows for correspondence received up to 11:59 pm the day before the board meeting to be published in the report. Why then are you suddenly, after the draft policy has been presented, operating under such a starkly contrasting rule that has not been in place since....at least November? Again, when exactly did the rule change?

The draft Policy states that correspondence received after the deadline for publication in the immediately next board meeting, would appear on the next scheduled Regular Board Meeting agenda. While it was not confirmed to me, I would assume that my correspondence of March 2nd is scheduled to be published in the March 16th board report. I would instead ask that you publish this correspondence instead - the full thread which includes the March 2nd correspondence. Also please include this correspondence in full on the Policy Committee agenda when the draft Correspondence Policy is also on the agenda.

In closing, I would like to draw your attention to the Principles in the draft Correspondence Policy. In particular, the third bullet which states that:

**"HCDSB believes that communication is reciprocal and that all correspondence to individual Trustees or to the Board of Trustees as a whole, shall be addressed".**

I assume the Policy does not have to be in force for the board to honour this Principle and as such, I look forward to receiving answers to the questions raised both in this correspondence and that of March 2nd, attached below.

Sincerely,

Maria Lourenco

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**From:** DiPietro, Rosie <[DiPietroR@hcdsb.org](mailto:DiPietroR@hcdsb.org)>

**Sent:** March 2, 2021 11:36 AM

**To:** Maria Lourenco

**Cc:** Murphy, Patrick <[MurphyP@hcdsb.org](mailto:MurphyP@hcdsb.org)>; Duarte, Marvin <[DuarteM@hcdsb.org](mailto:DuarteM@hcdsb.org)>; Daly, Patrick <[DalyP@hcdsb.org](mailto:DalyP@hcdsb.org)>

**Subject:** RE: [<EXTERNAL>] Correspondence Policy

Good morning,

This will acknowledge receipt of your request to have your correspondence included in our Regular Board Meeting package for March 2, 2021.

Your correspondence was received after the agenda package was posted and therefore will not be included. This year we have committed to be consistent and not add any correspondence after the agenda package is posted.

The draft Correspondence Policy before the Policy Committee for review should eliminate any confusion in the future.

Thank you for your understanding.

Rosie

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**Rosie Di Pietro**

Executive Assistant to the Director of Education  
Halton Catholic District School Board

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Achieving Believing Belonging [www.hcdsb.org](http://www.hcdsb.org)

**From:** Maria Lourenco

**Date:** March 2, 2021 at 7:06:36 AM EST

**To:** "Murphy, Patrick" <[MurphyP@hcdsb.org](mailto:MurphyP@hcdsb.org)>, "Daly, Patrick" <[DalyP@hcdsb.org](mailto:DalyP@hcdsb.org)>

**Cc:** "Duarte, Marvin" <[DuarteM@hcdsb.org](mailto:DuarteM@hcdsb.org)>, "Agnew, Brenda" <[AgnewB@hcdsb.org](mailto:AgnewB@hcdsb.org)>, "Karabela, Helena" <[KarabelaH@hcdsb.org](mailto:KarabelaH@hcdsb.org)>, "Iantomasi, Vincent" <[IantomasiV@hcdsb.org](mailto:IantomasiV@hcdsb.org)>, "O'Brien, Timothy" <[O'BrienT@hcdsb.org](mailto:O'BrienT@hcdsb.org)>, "DeRosa, Peter" <[DeRosaP@hcdsb.org](mailto:DeRosaP@hcdsb.org)>, "Guzzo, Nancy" <[GuzzoN@hcdsb.org](mailto:GuzzoN@hcdsb.org)>, [ohearn-czarnotaj@hcdsb.org](mailto:ohearn-czarnotaj@hcdsb.org)

**Subject:** [<EXTERNAL>] Correspondence Policy

Dear Trustees and Secretary of the Board,

I would like to first of all thank Trustees Agnew and Karabela for their work on developing and presenting the Draft Correspondence Policy at the February 9th Policy Committee meeting. The draft policy is thorough and I believe lays out a very clear framework as to how correspondence received by the board would be dealt with, including reasonable and fair criteria for deciding when correspondence should be published in board reports. Having such a policy would ensure a consistent and fair approach and effectively manage stakeholders' expectations.

However, the discussion that followed the presentation of the policy was confusing and it is unclear what the next steps are. In particular, there was discussion amongst several trustees that the current approach of the Chair, Vice Chair and Director deciding which correspond to publish and not publish was working well and that that should be codified. It seems to me that at that point, the conversation had gone full circle.....

The point of having a correspondence policy is, at least in part, to establish objective criteria to be used consistently to make those determinations. Leaving it up to three people, who could very well change from one year to the next, or, even amongst the same three people may have a difference of opinion from time to time essentially defeats the point of the policy in the first place. It was stated by Chair Murphy that the intention is to be "open" and that currently, all correspondence that "meets the criteria" is in fact published.....but the question remains - *what exactly is the criteria??* I have asked this question repeatedly over the years and received conflicting information and more recently - have not been provided any answer at all. So, in light of the conversation at the February 9th Policy Committee; I ask again, and I would appreciate an answer this time - ***what is the criteria that is used to determine whether or not an item of correspondence will be published in the board report?*** Since the system is working so well.....

It would seem to me, as I have articulated in the past, that without a clearly outlined policy, the decision is subject to inconsistency and potential for bias, manipulation and censorship. In fact, we didn't have to go too far into the future to see this in action once again. In the February 16th board report, there were three pieces of correspondence from stakeholders, and one from the organization "Dying with Dignity", (who I would not define as a stakeholder of the Halton Catholic District School Board in any way, shape or form), in opposition to Trustee Karabela's motion "Opposing the Euthanasia Bill C-7". There were no letters published in support of the motion. Only one of the stakeholders actually asked to have their letter published, the others did not, and neither did the organization. So please tell me, **what was the criteria used to determine that these pieces of correspondence should be published by the Halton CATHOLIC DSB?** Fast forward another two weeks and we learn that there were several pieces of correspondence in support of the motion that were in fact denied publication in the February 16th board report. One of them mentions that their correspondence was inadvertently sent in too late. Back in September, the board published and read aloud correspondence received on the day of the meeting. Just how late were these items of correspondence for the February 16th report that they could not be published? **What exactly is the deadline for submitting an item of correspondence and having it published in the report?**

I was particularly dismayed to see the board publish the letter from "Dying with Dignity". I have repeatedly asked, what is the criteria for organizations to have their letters published. I've given an example of an organization with concerns about the *education of students*, an organization that was in fact directed to send a letter to the Chair and the Director to have their concerns addressed (they never were), whose correspondence was not published, yet a letter from an organization that has nothing to do with education, that is not a stakeholder of the board, and that did not request to have their letter published, was published? Not to mention that the organization's very purpose and mission is in direct conflict with the tenets of the Catholic faith. For that reason it was quite disappointing when a majority of trustees voting *against* removal of the letter from the board's report. One trustee mentioned that they were in favour of "freedom of speech" and of stakeholders making up their own minds and decisions. None of that is relevant whatsoever. For one thing, while stakeholders can certainly

have their own opinions on any number of issues, those who support the Halton Catholic DSB, either as ratepayers and/or parents sending their children to its schools, do so knowing that the institution defines itself as being "distinctively Catholic", and that it has an obligation to carry out its mission through a Catholic lens and remaining true at all times to the Catholic faith. (What otherwise is the point of having a Catholic board?) It is not up to a Catholic school board to present the different sides of any debate in order for its stakeholders to make a decision on anything in their personal lives - certainly not an issue on which the Church's position is pretty clear. As you may be aware, there are many social media platforms that censor users in various ways - including deleting their accounts - when they don't agree with their position on any number of issues. *So why on God's Earth would a Catholic school board provide a platform for an institution whose very existence is diametrically opposed to the Catholic faith?* Do you think "Dying with Dignity" would publish a letter from the Halton Catholic board? or the Canadian Conference of Catholic Bishops? Or any letter with an opposing position? Why would the Halton Catholic Board publish their letter?

In reviewing the way correspondence was handled in the February 16th and March 2nd board meetings, it is difficult not to reach a conclusion that the Halton Catholic board is in fact in favour of Bill C-7 and Euthanasia. If the board wants to avoid the appearance of bias, manipulation and censorship, it needs to establish a policy which clearly outlines the criteria for publishing correspondence in board reports, and it needs to actually follow the policy - consistently. I would further suggest that the board's correspondence policy prohibit the board from publishing correspondence from organizations whose mission and purpose runs contrary to the Catholic faith and Church.

**Please include this correspondence in the March 2nd Board Report.**

Sincerely,

Maria Lourenco

Tuesday March 4, 2021

Dear Director Daly:

I am the parent of a child in an HCDSB school.

I would like to formally respond to item 12.6 in the HCDSB agenda dated March 2, 2021. The item was a letter from Ms. Tara Hambly, president of Halton Elementary OECTA.

In her letter, Ms. Hambly stated: "Schools are not safe. COVID is in the schools. Teachers in the HCDSB have contracted COVID at work."

I would like to ask Director Daly: How many HCDSB teachers have contracted COVID-19 at work since September 2020? Please provide an exact number if possible (to date).

With regards to students with mask exemptions, Ms. Hambly suggests the HCDSB add additional safety measures in instances where a child has a mask exemption. She said: "The boards actions are putting more people at risk in schools than need to be" because of the lack of additional safety measures around mask exempt students.

I would like to ask Director Daly: How many cases of COVID-19 in the HCDSB since September 2020 have been traced to a mask exempt student? Again, an exact number would be much appreciated.

In my child's school, there are five students with medical exemptions for mask wearing, and there has been one recorded COVID-19 case at the school since September (as of the date of this letter). That single case was not from any of the five mask exempt students. That is one school of course, so perhaps the situation is as dire as Ms. Hambly says it is, but does the HCDSB have data to suggest her statement about "putting more people at risk" is accurate?

I can attest that some of the additional measures Ms. Hambly recommends are already in place, such as separating mask exempt students at least two metres from others. I personally know one mask exempt student in junior kindergarten who is literally sitting at a table alone, while his masked classmates sit in small groups together at tables (not socially distanced). That measure may help the teacher "feel safer",

but one wonders about the emotional and developmental impact on that child. I hope OECTA representatives start taking children's emotional well-being into consideration when they call for additional safety measures for their members. Teachers do what they do because of their love for children, but lately, it seems as if children's rights and needs are increasingly being ignored, leaving only parents to advocate for them.

Thank you

Roula Kosilos



March 11, 2021

From: Mary Cruden  
Chair, Advocacy Committee, Canadian Parents for French (Ontario)

Re: FSL Funding, Sibling Rule

Attn: HCDSB Trustees

At the March 2, 2021 HCDSB meeting, Trustees asked questions about some of the more intricate workings of federal funding and sibling rules. Here is some further information, most of which we have touched on in our CPF delegations over the past few years.

**Re: FSL Funding Allocation in GSNs**

In the Grants for Student Needs (GSNs), the Ministry provides an annual French Second Language (FSL) allocation that is based on enrolment by grade and by FSL program: Core, Extended and Immersion. For example, in 2020/21, a grade 1 French Immersion student triggers the Foundation Grant that every student does + the FSL allocation of \$392.45. The FSL allocation is intended to support any additional costs related to FSL program delivery and provides an incentive to increase enrolment in FSL programs. This FSL specific funding has been available to Ontario school boards for almost 50 years.

As your FI program expands, so does this FSL funding envelope. Or, the reverse happens if a student leaves the program or the Board as the funding follows the students.

The info is on page 55:

<http://www.edu.gov.on.ca/eng/funding/2021/2020-21-technical-paper.pdf>

FSL Allocation by Board:

<https://on.cpf.ca/wp-content/blogs.dir/1/files/Tab-7B-FSL-Allocation-to-School-Boards-2017-2018.pdf>

**Re: OLEP Funding for FSL**

The federal government provides funding to the Ministry through the Official Languages in Education Program (OLEP). Each province/territory participates in five-year agreements and matches the federal funding amount. Those funds are used to support FSL projects at the Ministry and are also distributed annually to school boards. The funds are 'sweatered' and have guidelines for their use. The amount HCDSB receives is the base amount + an amount based on enrolment in FSL; i.e., higher enrolment generates more funding.

This info is in Tabs 9, 9A, 9B:

<https://on.cpf.ca/research-advocacy/advocacy/the-state-of-fsl-education-in-ontario/>



### **Re: Federal Teacher Supply Funding**

The \$30 M that the federal government is providing for projects to improve the supply, recruitment, and retention of FSL teachers across Canada is now flowing. For example, google 'become a French teacher' and you will see our CPF project [www.sayoui.ca](http://www.sayoui.ca) to encourage and help young people join the profession. Other examples: the French teacher immigration corridor that was in Minister Joly's recent announcement is going to be supported by the bridging course for internationally trained French teachers in development at Glendon/York University and the Ontario Principals' Council is providing professional learning for principals on FSL school leadership that includes how to support and retain FSL teachers.

### **Re: Fairness and Sibling Rules**

From our CPF delegation on Dec 2, 2020:

*When a new English school is built all grades start at once. Families go to the new school together. However, when you start a new FI program only 1 grade gets added at a time. This creates a difficult situation for families with older children at the original FI site and younger children who have not yet entered the FI program who will be assigned to the new FI site. This is where a sibling rule is needed. It allows families to stay together at the original FI site, should they wish to, while firstborns go to the new FI site. Eventually there is a clean break between the 2 FI sites but it does take some time.*

Is a sibling rule unfair? If there are never going to be enough spots across HCDSB for every FI applicant, then yes, a sibling rule is unfair to firstborns who are 'competing' for spots left over after younger siblings are placed. However, with your commitment to growing the FI program and the path you have started on to add spots and sites, you need a sibling rule to have an orderly, predictable and low stress way to organize who goes to new sites. New sites are generally embraced by the parents of firstborns because they will be closer to home than the original sites.

In the absence of a sibling rule: consider the busy Mom or Dad who must put 3 children in snowsuits to go to 3 different schools, the youngest to JK at the local English school, the middle one to Grade 1 at the new FI school and the eldest to Grade 3 at the original FI school. Are they all expected to be superheroes just to get a bilingual education in a bilingual country? At least a sibling rule keeps it down to a more manageable 2 schools (1 English and 1 FI) while the children are little and very dependent on their parents to get to school.

Providing equal opportunity to each child in the family is highly valued by parents and they work at it very diligently. With enough spots in the FI program to meet demand and a sibling rule ensuring placement of families at the same FI school, parents will be supported by, rather than unnecessarily challenged by, Board procedures.