

REGULAR BOARD MEETING  
REVISED AGENDA

Date: December 7, 2021  
Time: 7:00 pm  
Location: Catholic Education Centre - Board Room  
802 Drury Lane  
Burlington, Ontario

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	<b>Pages</b>
<b>1. Call to Order</b>	
1.1. Land Acknowledgement, Opening Prayer, National Anthem and Oath of Citizenship (A. Tokiwa)	
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. Elections of Chair and Vice-Chair of the Board 2021-2022</b>	
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<b>6. Delegations</b>	
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<b>14.</b>	<b>Open Question Period</b>	
<b>15.</b>	<b>In Camera</b>	
<b>16.</b>	<b>Resolution re Absentees</b>	
<b>17.</b>	<b>Adjournment and Closing Prayer (P. Murphy)</b>	



Election of Chair of the Board 2021-2022	Item 4.1
December 7, 2021	

<p><b>Resolution#:</b></p> <p><i>Moved by:</i></p> <p><i>Seconded by:</i></p> <p><b>RESOLVED</b>, that the Halton Catholic District School Board appoint Trustee.....as Chair of the Board beginning December 7, 2021 until the Inaugural Meeting in December 2022.</p>	
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Election of Vice-Chair of the Board 2021-2022	Item 4.2
December 7, 2021	

<p><b>Resolution#:</b></p> <p><i>Moved by:</i></p> <p><i>Seconded by:</i></p> <p><b>RESOLVED</b>, that the Halton Catholic District School Board appoint Trustee.....as Vice-Chair of the Board beginning December 7, 2021 until the Inaugural Meeting in December 2022.</p>	
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## MINUTES OF THE REGULAR BOARD MEETING

Date: November 16, 2021  
 Time: 7:00 p.m.  
 Location: Catholic Education Centre  
 802 Drury Lane, Burlington

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

Student Trustees: K. Bowie (Electronically) A. Tokiwa (Electronically)  
 G. Masri Ahmar (Electronically)

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

Also Present: A. Cross, Senior Manager, Financial Services  
 S. Jayaraman, Senior Manager, Human Rights and Equity (Electronically)  
 A. Kapur, Parliamentarian (Electronically)  
 S. Saevil, Indigenous Education Advisor (Electronically)  
 A. Swinden, Manager, Strategic Communication Services (Electronically)  
 B. Vidovic, Senior Manager, Planning Services (Electronically)

Recording Secretary: R. Di Pietro

### 1. **Call to Order**

The Chair called the meeting to order.

#### 1.1 **Land Acknowledgement, Opening Prayer, National Anthem and Oath of Citizenship (G. Masri Ahmar)**

The meeting opened at 7:00 p.m. with a prayer led by Student Trustee Masri Ahmar.

#### 1.2 **Motions Adopted In-Camera**

There were no motions adopted in-camera.

#### 1.3 **Information Received In-Camera**

The following information was received in-camera:

Isabella Domaradzki hired as a probationary teacher effective November 11, 2021.

Christopher Esposito hired as a probationary teacher effective November 12, 2021.

Meaghan McMurrich hired as a probationary teacher effective November 1, 2021.

## 2. Approval of the Agenda

The following was added to the agenda:

10.6 Notice of Motion - Parliamentarian (N. Guzzo)

10.7 Notice of Motion - Hiring Practices (N. Guzzo)

10.8 Notice of Motion - Bullying Prevention and Intervention (B. Agnew)

10.9 Notice of Motion - Parent School Councils (B. Agnew)

**#308/21**

**Moved by:** N. Guzzo

**Seconded by:** B. Agnew

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

The Chair called for a vote on **#308/21**:

IN FAVOUR	OPPOSED	ABSTAIN	ABSENT
B. Agnew		P. DeRosa	K. Bowie (non- binding)
M. Duarte		V. Iantomasi	
N. Guzzo			
H. Karabela			
P. Murphy			
T. O'Brien			
J. O'Hearn-Czarota			
G. Masri Ahmar (non- binding)			
A. Tokiwa (non- binding)			

The motion **CARRIED**.

## 3. Declarations of Conflict of Interest

There were no conflicts of interest declared.

## 4. Presentations

### 4.1 Senior Staff Updates

Trustees provided updates on the following:

- Technology support for HCDSB schools
- St. Kateri Tekakwitha Catholic Secondary School
- St. Christopher outdoor kitchen

## 5. Delegations

### 5.1 Disparity in Minority Representation within the HCDSB Teaching Staff (T. Fetepigi)

A delegation regarding representation within HCDSB teaching staff was presented.

### 5.2 Secondary Assessments Through an Equity Lens (M. Lourenco)

A delegation regarding secondary assessments was presented.

## 6. Approval of Minutes

### 6.1 Minutes of the November 2, 2021 Regular Board Meeting

**#309/21**

**Moved by:** M. Duarte

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

**RESOLVED**, that the minutes of the November 2, 2021 Regular Board meeting be approved.

Student Trustee Bowie joined the meeting.

The Chair called for a vote on **#309/21**:

IN FAVOUR	OPPOSED	ABSTAIN	ABSENT
B. Agnew		P. DeRosa	
M. Duarte		V. Iantomasi	
N. Guzzo		K. Bowie (non- binding)	
H. Karabela			
P. Murphy			
T. O'Brien			
J. O'Hearn-Czarota			
G. Masri Ahmar (non- binding)			
A. Tokiwa (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 reviewed and updated.

**8. Action Items**

**8.1 Response to Delegations**

**#310/21**

**Moved by:** N. Guzzo

**Seconded by:** B. Agnew

**RESOLVED**, that Trustees request a staff report addressing the following requests in Delegation 5.1 Disparity in Minority Representation within the HCDSB Teaching Staff:

1. Information regarding the current demography of the teaching and non-teaching staff within the HCDSB. This should be de-aggregated along gender and racial lines.
2. A staff report that outlines the effort that the Board has put into the recruitment of minority talent in the last 5 years.
3. Details of the improvements /changes/ successes that have been recorded following the efforts that might have been implemented.
4. How is the Board showing commitment to Equity and Inclusion? I am aware that the department consist of just one member of staff which is grossly inadequate.

**BE IT FURTHER RESOLVED**, that the staff report is to be received by the Board no later than December 21, 2021.

**#310/21 (AMENDMENT)**

**Moved by:** P. DeRosa

**Seconded by:** H. Karabela

**RESOLVED**, that Trustees request a staff report addressing the following requests in Delegation 5.1 Disparity in Minority Representation within the HCDSB Teaching Staff:

1. Information regarding the current demography of the teaching and non-teaching staff within the HCDSB. This should be de-aggregated along gender and racial lines.
2. A staff report that outlines the effort that the Board has put into the recruitment of minority talent in the last 5years.
3. Details of the improvements /changes/ successes that have been recorded following the efforts that might have been implemented.
4. How is the Board showing commitment to Equity and Inclusion? I am aware that the department consist of just one member of staff which is grossly inadequate.

**BE IT FURTHER RESOLVED**, that the staff report is to be received by the Board no later than December 21, 2021 *and that the report also include the legality of the collection of this information (including the issue of consent), as well as an update on the Equity Audit, and refer to any duplication of work.*

On a point of order, the Chair ruled Trustees are not to imply intent.

The Chair called for a vote on **#310/21(AMENDMENT)**:

IN FAVOUR	OPPOSED	ABSTAIN	ABSENT
P. DeRosa	B. Agnew		
H. Karabela	M. Duarte		
T. O'Brien	N. Guzzo		
	V. Iantomasi		
	P. Murphy		
	J. O'Hearn-Czarnota		
	K. Bowie (non- binding)		
	G. Masri Ahmar (non- binding)		
	A. Tokiwa (non- binding)		

The amendment was **DEFEATED**.

**#310/21**

**Moved by:** N. Guzzo

**Seconded by:** B. Agnew

**RESOLVED**, that Trustees request a staff report addressing the following requests in Delegation 5.1 Disparity in Minority Representation within the HCDSB Teaching Staff:

1. Information regarding the current demography of the teaching and non-teaching staff within the HCDSB. This should be de-aggregated along gender and racial lines.
2. A staff report that outlines the effort that the Board has put into the recruitment of minority talent in the last 5years.
3. Details of the improvements /changes/ successes that have been recorded following the efforts that might have been implemented.
4. How is the Board showing commitment to Equity and Inclusion? I am aware that the department consist of just one member of staff which is grossly inadequate.

**BE IT FURTHER RESOLVED**, that the staff report is to be received by the Board no later than December 21, 2021.

The Chair called for a vote on **#310/21**:

IN FAVOUR	OPPOSED	ABSTAIN	ABSENT
B. Agnew	P. DeRosa	H. Karabela	
M. Duarte	V. Iantomasi		
N. Guzzo	T. O'Brien		
P. Murphy			
J. O'Hearn-Czarota			
K. Bowie (non- binding)			
G. Masri Ahmar (non- binding)			
A. Tokiwa (non- binding)			

The motion **CARRIED**.

**#311/21**

**Moved by:** M. Duarte

**Seconded by:** B. Agnew

**RESOLVED**, that the Halton Catholic District School Board accept the delegation regarding Secondary Assessments Through an Equity Lens as information.

The Chair called for a vote on **#311/21** and it **UNANIMOUSLY CARRIED**.

Student Trustee Tokiwa disconnected from the meeting.

## 8.2 2020-21 Draft Audited Financial Statements (A. Lofts)

**#312/21**

**Moved by:** M. Duarte

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

**RESOLVED**, that the Halton Catholic District School Board approve the 2020-21 Draft Audited Financial Statements.

The Chair called for a vote on **#312/21**:

IN FAVOUR	OPPOSED	ABSTAIN	ABSENT
B. Agnew	V. Iantomasi	H. Karabela	N. Guzzo
P. DeRosa			A. Tokiwa (non- binding)
M. Duarte			
P. Murphy			
T. O'Brien			
J. O'Hearn-Czarota			
K. Bowie (non- binding)			
G. Masri Ahmar (non- binding)			

The motion **CARRIED**.

## 8.3 Milton Catholic Elementary School Boundary Review to Accommodate French Immersion Expansion - School Boundary Review Committee Recommendation (R. Merrick)

**#313/21**

**Moved by:** M. Duarte

**Seconded by:** H. Karabela

**RESOLVED**, that the Halton Catholic District School Board direct staff to implement boundaries for the optional French Immersion program as presented in Option A2 for the 2022-2023 school year in the Town of Milton, whereby these changes shall have the effect of altering existing optional French Immersion program attendance areas by:

1. Creating a French Immersion program at Guardian Angels CES that will have Guardian Angels CES, Our Lady of Fatima CES and Our Lady of Victory CES as feeder schools.
2. Creating a French Immersion program at St. Benedict CES that will have Lumen Christi CES, Queen of Heaven CES and St. Benedict CES as feeder schools.
3. Creating a French Immersion program at St. Peter CES that will have Holy Rosary (M) CES, St. Anthony of Padua CES and St. Peter CES as feeder schools.
4. Altering the French Immersion program at St. Scholastica CES to only have St. Scholastica CES, and future schools in the Boyne area as feeder schools.

**RESOLVED**, that existing students in the French Immersion program, as of the 2021-2022 school year, at St. Benedict CES, St. Peter CES, and St. Scholastica CES be grandfathered.

The Chair called for a vote on **#313/21**:

IN FAVOUR	OPPOSED	ABSTAIN	ABSENT
B. Agnew			V. Iantomasi
P. DeRosa			A. Tokiwa (non- binding)
M. Duarte			
N. Guzzo			
H. Karabela			
P. Murphy			
T. O'Brien			
J. O'Hearn-Czarnota			
K. Bowie (non- binding)			
G. Masri Ahmar (non- binding)			

The motion **CARRIED**.

#### 8.4 Milton No. 10 Catholic Elementary School Boundary Review - School Boundary Review Committee Recommendation (R. Merrick) **#314/21**

**Moved by:** M. Duarte

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

**RESOLVED**, that the Halton Catholic District School Board direct staff to implement the SBRC recommend boundaries for the 2022-2023 school year for St. Scholastica CES and Milton #10 CES, whereby these changes shall have the effect of altering existing attendance areas by:

1. Re-directing patch V50, V56, V58 and V59 from St. Scholastica CES to Milton #10 CES.

**RESOLVED**, that students attending Grade 7 at St. Scholastica CES in the 2021-2022 school year and live within the new Milton #10 CES boundary be grandfathered at St. Scholastica CES for the 2022-2023 school year.

The Chair called for a vote on **#314/21**:

IN FAVOUR	OPPOSED	ABSTAIN	ABSENT
B. Agnew			V. Iantomasi
P. DeRosa			A. Tokiwa (non- binding)
M. Duarte			
N. Guzzo			
H. Karabela			
P. Murphy			
T. O'Brien			
J. O'Hearn-Czarota			
K. Bowie (non- binding)			
G. Masri Ahmar (non- binding)			

The motion **CARRIED**.

#### 8.5 Proposed 2022 Facility Renewal Projects (R. Merrick)

**#315/21**

**Moved by:** M. Duarte

**Seconded by:** P. DeRosa

**RESOLVED**, that the Halton Catholic District School Board authorize staff to proceed with the proposed 2022 facility renewal projects.

The Chair called for a vote on **#315/21**:

IN FAVOUR	OPPOSED	ABSTAIN	ABSENT
B. Agnew	P. DeRosa		A. Tokiwa (non- binding)
M. Duarte	V. Iantomasi		
N. Guzzo			
H. Karabela			
P. Murphy			
T. O'Brien			
J. O'Hearn-Czarota			
K. Bowie (non- binding)			
G. Masri Ahmar (non- binding)			

The motion **CARRIED**.

**#316/21**

**Moved by:** M. Duarte

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

**RESOLVED**, that the Halton Catholic District School Board authorize staff to expense funds from available capital funding and the capital reserve for the proposed 2022 facility renewal projects, and that the expenditures will not exceed \$6,750,000.

The Chair called for a vote on **#316/21**:

IN FAVOUR	OPPOSED	ABSTAIN	ABSENT
B. Agnew	P. DeRosa		A. Tokiwa (non- binding)
M. Duarte	V. Iantomasi		
N. Guzzo			
H. Karabela			
P. Murphy			
T. O'Brien			
J. O'Hearn-Czarnota			
K. Bowie (non- binding)			
G. Masri Ahmar (non- binding)			

The motion **CARRIED**.

#### 8.6 Secondary Exam Feedback (H. Karabela) **#317/21**

**Moved by:** H. Karabela

**Seconded by:** P. DeRosa

**WHEREAS**, on October 19, 2021 a delegation entitled "Exams for Secondary HCDSB Students" was heard at the board meeting;

**WHEREAS**, the response to the delegation was motion #296/21 that states:  
*Resolved that the Halton Catholic District school board request a staff report for the next regularly scheduled board meeting (November 2, 2021), about how students are currently being helped to develop exam-writing skills and for staff to outline final assessment plans, by subject matter, for the Grades 9, 10, 11 and 12;*

**WHEREAS**, a staff report on November 2, 2021 titled "Secondary School Assessments" was received by the Board of Trustees;

**BE IT RESOLVED**, that the final staff report expected on November 16, 2021, and the motion be sent to all Halton Catholic District School Board Secondary Catholic School Councils and that they be asked for feedback regarding expectations for examinations in grades 9, 10, 11 and 12 for the school year 2021-2022-as well as the board's plan for developing exam writing skills;

**BE IT FURTHER RESOLVED**, that the feedback with all original comments in an appendix be brought to the Board of Trustees for the second regular board meeting in January 2022;

**BE IT FURTHER RESOLVED**, that after feedback is received, but no later than the second board meeting in February 2022, a staff report be brought to the Board of Trustees with a finalized plan for teaching exam writing skills to the current senior high school students.

**BE IT FURTHER RESOLVED**, that an outline of final assessment plans from Subject Councils, for Grade 9, 10, 11 and 12 for the 2022-2023 school year be brought to the Board of Trustees by no later than the second regular board meeting in September 2022.



**#317/21 (AMENDMENT)****Moved by:** H. Karabela**Seconded by:** P. DeRosa**WHEREAS**, on October 19, 2021 a delegation entitled "Exams for Secondary HCDSB Students" was heard at the board meeting;

**WHEREAS**, the response to the delegation was motion #296/21 that states:  
Resolved that the Halton Catholic District school board request a staff report for the next regularly scheduled board meeting (November 2, 2021), about how students are currently being helped to develop exam-writing skills and for staff to outline final assessment plans, by subject matter, for the Grades 9, 10, 11 and 12;

**WHEREAS**, a staff report on November 2, 2021 titled "Secondary School Assessments" was received by the Board of Trustees;

**BE IT RESOLVED**, that the final staff report expected on November 16, 2021, and ~~the motion~~ a survey be sent to all Halton Catholic District School Board Secondary Catholic School Councils, the HCDSB Student Senate, all parents with children attending an HCDSB secondary school, and all HCDSB secondary school students, and that they be asked for feedback regarding expectations for examinations in grades 9, 10, 11 and 12 for the school year 2021-2022 and 2022-2023 as well as the board's plan for developing exam writing skills;

**BE IT FURTHER RESOLVED**, that the feedback with all original comments in an appendix be brought to the Board of Trustees for the second regular board meeting in ~~January~~ February 2022;

**BE IT FURTHER RESOLVED**, that after feedback is received, but no later than the second board meeting in ~~February~~ March 2022, a staff report be brought to the Board of Trustees with a finalized plan for teaching exam writing skills to the current senior high school students.

**BE IT FURTHER RESOLVED**, that an outline of final assessment plans from Subject Councils, for Grade 9, 10, 11 and 12 for the 2022-2023 school year be brought to the Board of Trustees by no later than the second regular board meeting in September 2022.

On a point of order, the Chair ruled that the amendment required multiple substitutions.

**#318/21****Moved by:** V. Iantomasi**RESOLVED**, that Trustees appeal the ruling of the Chair.

The Chair called for a vote on **#318/21**:

IN FAVOUR	OPPOSED	ABSTAIN	ABSENT
V. Iantomasi	B. Agnew		A. Tokiwa (non- binding)
	P. DeRosa		
	M. Duarte		
	N. Guzzo		
	H. Karabela		
	P. Murphy		
	T. O'Brien		
	J. O'Hearn-Czarnota		
	K. Bowie (non- binding)		
	G. Masri Ahmar (non- binding)		

The motion was **DEFEATED**.

**#317/21 (AMENDMENT)**

**Moved by:** H. Karabela

**Seconded by:** P. DeRosa

**WHEREAS**, on October 19, 2021 a delegation entitled "Exams for Secondary HCDSB Students" was heard at the board meeting;

**WHEREAS**, the response to the delegation was motion #296/21 that states:  
Resolved that the Halton Catholic District school board request a staff report for the next regularly scheduled board meeting (November 2, 2021), about how students are currently being helped to develop exam-writing skills and for staff to outline final assessment plans, by subject matter, for the Grades 9, 10, 11 and 12;

**WHEREAS**, a staff report on November 2, 2021 titled "Secondary School Assessments" was received by the Board of Trustees;

**BE IT RESOLVED**, that the final staff report expected on November 16, 2021, and ~~the motion~~ a survey be sent to all Halton Catholic District School Board Secondary Catholic School Councils, the HCDSB Student Senate, all parents with children attending an HCDSB secondary school, and all HCDSB secondary school students, and that they be asked for feedback regarding expectations for examinations in grades 9, 10, 11 and 12 for the school year 2021-2022 and 2022-2023 as well as the board's plan for developing exam writing skills;

**BE IT FURTHER RESOLVED**, that the feedback with all original comments in an appendix be brought to the Board of Trustees for the second regular board meeting in ~~January~~ February 2022;

**BE IT FURTHER RESOLVED**, that after feedback is received, but no later than the second board meeting in ~~February~~ March 2022, a staff report be brought to the Board of Trustees with a finalized plan for teaching exam writing skills to the current senior high school students.

**BE IT FURTHER RESOLVED**, that an outline of final assessment plans from Subject Councils, for Grade 9, 10, 11 and 12 for the 2022-2023 school year be brought to the Board of Trustees by no later than the second regular board meeting in September 2022.

The Chair called for a vote on **#317/21 (AMENDMENT)**:

IN FAVOUR	OPPOSED	ABSTAIN	ABSENT
B. Agnew	V. Iantomasi		A. Tokiwa (non- binding)
P. DeRosa	P. Murphy		
M. Duarte	J. O'Hearn-Czarnota		
N. Guzzo			
H. Karabela			
T. O'Brien			
K. Bowie (non- binding)			
G. Masri Ahmar (non- binding)			

The amendment **CARRIED**.

**#317/21 (AS AMENDED)**

**Moved by:** H. Karabela

**Seconded by:** P. DeRosa

**WHEREAS**, on October 19, 2021 a delegation entitled "Exams for Secondary HCDSB Students" was heard at the board meeting;

**WHEREAS**, the response to the delegation was motion #296/21 that states:  
Resolved that the Halton Catholic District school board request a staff report for the next regularly scheduled board meeting (November 2, 2021), about how students are currently being helped to develop exam-writing skills and for staff to outline final assessment plans, by subject matter, for the Grades 9, 10, 11 and 12;

**WHEREAS**, a staff report on November 2, 2021 titled "Secondary School Assessments" was received by the Board of Trustees;

**BE IT RESOLVED**, that the final staff report expected on November 16, 2021, and a survey be sent to all Halton Catholic District School Board Secondary Catholic School Councils, the HCDSB Student Senate, all parents with children attending an HCDSB secondary school, and all HCDSB secondary school students, and that they be asked for feedback regarding expectations for examinations in grades 9, 10, 11 and 12 for the school year 2021-2022 and 2022-2023 as well as the board's plan for developing exam writing skills;

**BE IT FURTHER RESOLVED**, that the feedback with all original comments in an appendix be brought to the Board of Trustees for the second regular board meeting in February 2022;

**BE IT FURTHER RESOLVED**, that after feedback is received, but no later than the second board meeting in March 2022, a staff report be brought to the Board of Trustees with a finalized plan for teaching exam writing skills to the current senior high school students.

**BE IT FURTHER RESOLVED**, that an outline of final assessment plans from Subject Councils, for Grade 9, 10, 11 and 12 for the 2022-2023 school year be brought to the Board of Trustees by no later than the second regular board meeting in September 2022.

The Chair called for a vote on **#317/21 (AS AMENDED)**:

IN FAVOUR	OPPOSED	ABSTAIN	ABSENT
P. DeRosa	B. Agnew		A. Tokiwa (non- binding)
M. Duarte	N. Guzzo		
V. Iantomasi	P. Murphy		
H. Karabela	J. O'Hearn-Czarota		
T. O'Brien			
K. Bowie (non- binding)			
G. Masri Ahmar (non- binding)			

The motion **CARRIED**.

**8.7 Policy I-14 Smoking/Vaping Ban (N. Guzzo)**  
**#319/21**

**Moved by:** N. Guzzo

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

**RESOLVED**, that the Halton Catholic District School Board accept the recommendation of the Policy Committee that Policy I-14 Smoking/Vaping Ban, be approved.

**#320/21**

**Moved by:** V. Iantomasi

**Seconded by:** P. DeRosa

**RESOLVED**, that Trustees lay agenda item 8.7 Policy I-14 Smoking /Vaping Ban on the table until after agenda item 8.8 Policy II-28 Alcohol, Tobacco/Vaping and Drug Education and Abuse in Schools.

The Chair called for a vote on **#320/21**:

IN FAVOUR	OPPOSED	ABSTAIN	ABSENT
P. DeRosa	B. Agnew		A. Tokiwa (non- binding)
V. Iantomasi	M. Duarte		
H. Karabela	N. Guzzo		
T. O'Brien	P. Murphy		
	J. O'Hearn-Czarota		
	K. Bowie (non- binding)		
	G. Masri Ahmar (non- binding)		

The motion was **DEFEATED**.

**#319/21**

**Moved by:** N. Guzzo

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

**RESOLVED**, that the Halton Catholic District School Board accept the recommendation of the Policy Committee that Policy I-14 Smoking/Vaping Ban, be approved.

The Chair called for a vote on **#319/21**:

IN FAVOUR	OPPOSED	ABSTAIN	ABSENT
B. Agnew			A. Tokiwa (non- binding)
P. DeRosa			
M. Duarte			
N. Guzzo			
V. Iantomasi			
H. Karabela			
P. Murphy			
T. O'Brien			
J. O'Hearn-Czarota			
K. Bowie (non- binding)			
G. Masri Ahmar (non- binding)			

The motion **CARRIED**.

**8.8 Policy II-28 Alcohol, Tobacco/Vaping and Drug Education and Abuse in Schools (N. Guzzo)**

**#321/21**

**Moved by:** N. Guzzo

**Seconded by:** M. Duarte

**RESOLVED**, that the Halton Catholic District School Board accept the recommendation of the Policy Committee that Policy II-28 Alcohol, Tobacco/Vaping and Drug Education and Abuse in Schools, be approved.

The Chair called for a vote on **#321/21**:

IN FAVOUR	OPPOSED	ABSTAIN	ABSENT
B. Agnew	V. Iantomasi		A. Tokiwa (non- binding)
P. DeRosa			
M. Duarte			
N. Guzzo			
H. Karabela			
P. Murphy			
T. O'Brien			
J. O'Hearn-Czarota			
K. Bowie (non- binding)			
G. Masri Ahmar (non- binding)			

The motion **CARRIED**.

**8.9 Policy II-23 Child Care Facilities (N. Guzzo)**

**#322/21**

**Moved by:** N. Guzzo

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

**RESOLVED**, that the Halton Catholic District School Board accept the recommendation of the Policy Committee that Policy II-23 Child Care Facilities, be approved.

The Chair called for a vote on **#322/21**:

IN FAVOUR	OPPOSED	ABSTAIN	ABSENT
B. Agnew			A. Tokiwa (non- binding)
P. DeRosa			
M. Duarte			
N. Guzzo			
V. Iantomasi			
H. Karabela			
P. Murphy			
T. O'Brien			
J. O'Hearn-Czarnota			
K. Bowie (non- binding)			
G. Masri Ahmar (non- binding)			

The motion **CARRIED**.

**9. Staff Reports**

**9.1 Student Trustees (P. Daly)**

Trustees provided a legal opinion regarding policy requiring student trustees to be Catholic.

**9.2 Secondary School Assessment (J. Crowell)**

Trustees provided information regarding secondary assessments.

**10. Information Items**

**10.1 Student Trustees Update (K. Bowie, G. Masri Ahmar, A. Tokiwa)**

The pillars of Achieving, Believing and Belonging were shared.

**#323/21**

**Moved by:** M. Duarte

**Seconded by:** P. DeRosa

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

The Chair called for a vote on **#323/21**:

IN FAVOUR	OPPOSED	ABSTAIN	ABSENT
B. Agnew	N. Guzzo		A. Tokiwa (non- binding)
P. DeRosa			
M. Duarte			
V. Iantomasi			
H. Karabela			
T. O'Brien			
J. O'Hearn-Czarnota			
K. Bowie (non- binding)			
G. Masri Ahmar (non- binding)			

The motion **CARRIED**.

**10.2 Schools Update (P. Daly)**

Director Daly provided a school update.

**10.3 2020-21 Treasurer's Annual Investment Report (A. Lofts)**

Trustees provided with the 2020-21 investment report.

**10.4 2020-21 Audit Committee Annual Report to the Ministry (A. Lofts)**

Trustees provided with the 2020-21 Audit Committee annual report to the Ministry of Education.

**#324/21**

**Moved by:** M. Duarte

**Seconded by:** H. Karabela

**RESOLVED**, that the meeting move past 11:30 p.m.

The Chair called for a vote on **#324/21**:

IN FAVOUR	OPPOSED	ABSTAIN	ABSENT
B. Agnew	N. Guzzo		A. Tokiwa (non- binding)
P. DeRosa	T. O'Brien		
M. Duarte			
V. Iantomasi			
H. Karabela			
J. O'Hearn-Czarota			
K. Bowie (non- binding)			
G. Masri Ahmar (non- binding)			

The motion was **DEFEATED**. The meeting to adjourn following completion of agenda item.

The meeting adjourned at 11:35 with a prayer led by Trustee Karabela.

**POST NOTES:****10.5 Construction Report (R. Merrick)**

*The meeting was adjourned.*

**10.6 Notice of Motion - Parliamentary (N. Guzzo)**

*The meeting was adjourned. The following was provided to Trustees:*

**RESOLVED**, that the Halton Catholic District School Board direct the Director of Education to review the use of the Parliamentary at board meetings and determine if the use of said parliamentarian is required to continue with attendance at every board table versus on an as needed basis.

**10.7 Notice of Motion - Hiring Practices (N. Guzzo)**

*The meeting was adjourned. The following was provided to Trustees:*

**RESOLVED**, that the Halton Catholic District School Board direct the Director of Education to conduct a review of hiring practices immediately and that protocols be put in place to address the historically disadvantaged groups in the workforce, by ensuring the following minimum criteria is met.

1. *When selecting candidates for interviews, where applicants have demonstrated their ability to meet the mandatory requirements prioritize understanding of equity in education for historically underserved groups, lived experiences, skillsets, backgrounds and varied work experience that may be considered valuable to the position (eg unique perspectives of under-represented groups, such as Indigenous peoples, black or other racialized people, people with a disability, etc.)*
2. *Ensure diversity on hiring panels to include individuals who have the knowledge and experience, including lived experience, to reflect the needs and interests of communities in the school that have been historically under-represented in decision- making*
3. *Conduct workforce census*
4. *Track progress in the recruitment of underrepresented groups*
5. *Establish training and resources for Human Resources inclusive hiring practices*
6. *Establish mentoring programs to support representation of under-represented groups in senior positions*

**10.8 Notice of Motion - Bullying Prevention and Intervention (B. Agnew)**

*The meeting was adjourned. The following was provided to Trustees:*

**WHEREAS**, *a subcommittee was formed to review Policy II-40 Bullying Prevention and Intervention and;*

**WHEREAS**, *the ideas and conversations have been robust and insightful with much engagement and;*

**WHEREAS**, *the Halton Catholic District School Board (HCDSB) wants to be a leader in bullying prevention and stay ahead of intervention initiatives in our schools;*

**BE IT RESOLVED**, *that the HCDSB strike a standing Bullying Prevention and Intervention Committee to be comprised of representatives from staff, students, trustees, CPIC, SEAC, and any other representatives as the committee determines it requires.*

**10.9 Notice of Motion - Parent School Councils (B. Agnew)**

*The meeting was adjourned. The following was provided to Trustees:*

**WHEREAS**, *we have dedicated and committed Halton Catholic District School Board (HCDSB) parents who want to engage with their school councils and school communities in the most effective ways and;*

**WHEREAS**, *we want to continuously ensure that our Catholic School Councils are meeting the needs of their school communities by engaging with them in meaningful ways and providing accurate representation of the parents in their schools to further the great work of our councils in the most meaningful way;*

**BE IT RESOLVED**, *that the HCDSB gather parent feedback related to our Catholic School Councils including council membership, agenda setting, parent engagement, school/home/parish connections, feedback solicitation methods and communication to the school community;*

**BE IT FURTHER RESOLVED**, *that this feedback come to the board of trustees in the form of a staff report.*



**11. Miscellaneous Information****11.1 Minutes of the September 23, 2021 Audit Committee Meeting****11.2 Minutes of the October 12, 2021 Policy Committee Meeting**

*The meeting was adjourned.*

**12. Correspondence****12.1 Ministry Memos****12.2 M. Lourenco**

*The meeting was adjourned.*

**13. Open Question Period**

*The meeting was adjourned. The following questions were submitted:*

**Question 1**

*Since the Covid vaccine does not prevent transmission of the Covid virus, and numerous studies worldwide (two links below) show that vaccinated individuals carry similar or higher viral load of SARS-CoV-2 than unvaccinated individuals, why is the board's antigen testing for the virus targeting only the non-disclosed, unvaccinated or accommodated persons under the Human Rights Code? Why is HCDSB discriminating against this particular group if the health and safety of all is the main objective?*

*Under direction from the Ministry of Education and Ontario's Chief Medical Officer of Health, the Halton Catholic District School Board has implemented a mandatory vaccination attestation requirement for all staff and a supplemental Rapid Antigen Testing program, which requires individuals who attest to being medically exempt, partially vaccinated, or not vaccinated (including those who wish not to disclose their status) to participate in 3x weekly Rapid Antigen Testing. These requirements are temporary in so long as they are required and are in keeping with the Ministry directive, which is advised by the Provincial COVID-19 Science Advisory Table.*

**Question 2**

*Employees have the right to keep their medical information private. Why are HCDSB employees being forced to attest to vaccination status or face disciplinary action with the threat of unpaid leave? Explain how punishing teachers by locking them out of their classrooms and sending them home without any pay is going to improve the health and safety of all in HCDSB schools? How does this action reduce Covid numbers? Furthermore some of these teachers are parents with children attending schools in the system. This latest progressive discipline will negatively impact these children as well. This Board measure is punitive and not health and safety-driven. It is coercive, not constructive.*

*Employees are required to comply with the Board and Ministry directive that was announced on August 17, 2020 and came into effect on September 3, 2021. Employees maintain the right not to comply with this directive though they are consequences for choosing not to do so, as is the case with any nonadherence of Board expectation(s) of its staff. The HCDSB's role is to ensure that staff are informed of the choices available to them and any potential consequences for noncompliance so that they can make an informed decision for themselves. All information is kept in a secured platform that only a very select number of staff have access to for this specific attestation purpose.*

*Question 3*

*The board's vaccine mandates have had a negative impact on the mental health of teaching staff. In addition, there is division and ostracism among staff in schools. With teachers currently under both physical and emotional stress due to the present vaccine mandates and duress with the threat of disciplinary measures should they fail to disclose their vaccination status, where is your equitable and inclusive commitment to providing a work environment that is safe and free from discrimination for all who attend HCDSB schools?*

*Given the European Medicines Agency's publication of 27,247 vaccine deaths and 2,563,768 vaccine injuries through October 9, 2021 (official report of EudraVigilance) as well as recent evidence of waning vaccine efficacy and transmission of infection amongst the fully vaccinated, far from fostering a sense of "achieving, believing, and belonging", the board's vaccine mandates have resulted in division, distrust and discrimination.*

*Our staff expectations are temporary in so long as they are required and are in keeping with the Ministry directive, which is advised by the Provincial COVID-19 Science Advisory Table and Public Health Officials. We fully appreciate the challenges the COVID-19 pandemic has had on all individuals – staff and students alike – and believe that our collective efforts in combating COVID-19 will hopefully soon be realized. Until such time, we remain committed to working with our Ministry, Science Advisory Table, and Public Health Officials to help achieve this realization as soon as possible.*

**14. In Camera**

*The meeting was adjourned.*

**15. Resolution re Absentees**

*The meeting was adjourned.*

**16. Adjournment and Closing Prayer (H. Karabela)**

*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
March 31, 2020	Upgrade to Board Room Technology	<p><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,</p> <p><b>WHEREAS</b>, current audio, video and data transfer equipment is antiquated and un-satisfactory</p> <p><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.</p>	A. Lofts	In progress.
May 19, 2020	HCDSB Procedural By-Laws	<p><b>BE IT RESOLVED</b>, that resolution #P21/20 from the Policy Committee which reads:</p> <p><b>THAT</b>, a bylaw working committee be struck involving all trustees, the director</p>		Meeting to be scheduled.

		<p><i>of the board and other superintendents as resources, to meet a half hour prior to every policy meeting prior to the June 9, 2020 review of bylaws. A third party will be brought, at the agreement of the trustees, in to advise, as required.</i></p> <p><i>be brought to the May 19, 2020 Regular Board meeting and establish the working committee reviewing the Halton Catholic District School Board Procedural By-Laws as an Ad Hoc/Standing By-Law Review Committee comprising all Trustees and be approved.</i></p>		
October 20, 2020	COVID-19 Related Financial Reporting	<p><b><i>BE IT RESOLVED</i></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 Report
April 26, 2021	Supporting Our Diverse School Community	<p><b><i>WHEREAS</i></b>, many of our students, parents, caregivers, staff and community members identify as 2SLGBTQ+.</p> <p><b><i>WHEREAS</i></b>, our strategic plan emphasizes that the well-being for all of our students and staff are met through a focus on equity and inclusion.</p> <p><b><i>WHEREAS</i></b>, Pope Francis has told parents of 2SLGBTQ+ children that “God</p>	P. Daly	January 4, 2022

*loves your children as they are” and “the church loves your children as they are because they are children of God.”*

**WHEREAS**, Mark 10:13-16 states  
*“People were bringing little children to Jesus for him to place his hands on them, but the disciples rebuked them. When Jesus saw this, he was indignant. He said to them, “Let the little children come to me, and do not hinder them, for the kingdom of God belongs to such as these. Truly I tell you, anyone who will not receive the kingdom of God like a little child will never enter it.” And he took the children in his arms, placed his hands on them and blessed them.”*

**WHEREAS**, there are students and staff within our Halton Catholic District School Board (HCDSB) community who identify with the 2SLGBTQ+ and

**WHEREAS**, we as a Board wish to ensure all the students and staff attending our schools and their families, know that we support and are welcoming of all students, staff and community members,

**BE IT RESOLVED** that the HCDSB create a shared understanding through mandatory training for senior staff (including Superintendents and board level Senior Managers/Chiefs of Programming) on the Catholic Social Teaching on loving and accompanying students who identify as 2SLGBTQ+, denominational rights and rights of students and staff under the Ontario Human Rights Code by the start of the 2021/ 2022 school year.

		<p><b>BE IT FURTHER RESOLVED</b>, that the HCDSB create shared understanding through mandatory training on the Catholic Social Teaching on loving and accompanying students who identify as 2SLGBTQ+, denominational rights and rights of students and staff under the Ontario Human Rights Code in schools with Principals and VPs, Teachers, Chaplains, Early Childhood Educators, Educational Assistants, Special Education Staff (including Social Workers, Child and Youth Workers, Speech Pathologists, Special Education Resource Teachers, Psychology department, etc.) to be started in September of the 2021/ 2022 school year.</p> <p><b>BE IT FURTHER RESOLVED</b>, that HCDSB staff raise awareness around Pride month, utilizing the guidelines the Institute for Catholic Education (I.C.E.) has provided to each board through the Directors of Education (Memo dated May 19, 2020) starting June 2021.</p> <p><b>BE IT FURTHER RESOLVED</b> each school be mandated safe space signage, to ensure that students in the 2SLGBTQ+ community are supported throughout the entire school year.</p> <p><b>BE IT FURTHER RESOLVED</b> that the Director of Education and Secretary of the Board ensure that the mandatory training is to be completed by the 2021/ 2022 school year if not sooner and provide an updated report on the progress to the Trustees at the first meeting in January 2022.</p>		
September 16, 2021	Indigenous, Equity and Human Rights Roadmap	<b>BE IT RESOLVED</b> that the Director of Education and the Secretary of the Board direct staff to create an Indigenous		January 2022

		Education Action Roadmap and a separate Human Rights & Equity Roadmap on the HCDSB website in regards to Equity initiatives. These initiatives include examples such as culturally responsive and relevant pedagogy by shining light on the allocation of budget to support learning on anti-racism and anti-oppression and tackling discrimination to build on inclusive learning and tackling discrimination in the classroom. The end goal being that all staff, students, parents, and stakeholders of HCDSB will be consistently informed of all the internal happenings regarding, by January 2022.		
September 16, 2021	Indigenous, Equity and Human Rights Roadmap	<b>BE IT FURTHER RESOLVED</b> , that HCDSB and its individual schools and staff deliberately seek out the voices of students from diverse social identities to guide decision-making, e.g. forming student advisory committees, allowing for more seats for students voices to be heard in HCDSB Sub-Committees, conducting roundtable discussions, conducting outreach to student clubs and organizations, to be implemented by the first quarter of the 2021-2022 school year.		First quarter of the 2021-2022 School Year
September 16, 2021	Indigenous, Equity and Human Rights Roadmap	<b>BE IT FURTHER RESOLVED</b> , that staff continue to create and promote mental health resources catered specifically to the unique experiences of racialized and culturally diverse students. These resources will be presented in a staff report to Trustees at the December 21, 2021 Board meeting.		December 21, 2021
November 16, 2021	Response to Delegation	<b>RESOLVED</b> , that Trustees request a staff report addressing the following requests in Delegation 5.1 Disparity in Minority		December 21, 2021

		<p><i>Representation within the HCDSB Teaching Staff:</i></p> <ol style="list-style-type: none"> <li><i>1. Information regarding the current demography of the teaching and non-teaching staff within the HCDSB. This should be de-aggregated along gender and racial lines.</i></li> <li><i>2. A staff report that outlines the effort that the Board has put into the recruitment of minority talent in the last 5 years.</i></li> <li><i>3. Details of the improvements /changes/ successes that have been recorded following the efforts that might have been implemented.</i></li> <li><i>4. How is the Board showing commitment to Equity and Inclusion? I am aware that the department consist of just one member of staff which is grossly inadequate.</i></li> </ol> <p><b><i>BE IT FURTHER RESOLVED</i></b>, that the staff report is to be received by the Board no later than December 21, 2021.</p>		
November 16, 2021	Secondary Exam Feedback	<p><b><i>BE IT RESOLVED</i></b>, that the final staff report expected on November 16, 2021, and a survey be sent to all Halton Catholic District School Board Secondary Catholic School Councils, the HCDSB Student Senate, all parents with children attending an HCDSB secondary school, and all HCDSB secondary school students, and that they be asked for feedback regarding expectations for examinations in grades 9, 10, 11 and 12 for the school year 2021-2022 and 2022-2023 as well as the board's plan</p>		<p>February 15, 2022 March 15, 2022 September 20, 2022</p>



		<p>for developing exam writing skills;</p> <p><i>BE IT FURTHER RESOLVED, that the feedback with all original comments in an appendix be brought to the Board of Trustees for the second regular board meeting in February 2022;</i></p> <p><i>BE IT FURTHER RESOLVED, that after feedback is received, but no later than the second board meeting in March 2022, a staff report be brought to the Board of Trustees with a finalized plan for teaching exam writing skills to the current senior high school students.</i></p> <p><i>BE IT FURTHER RESOLVED, that an outline of final assessment plans from Subject Councils, for Grade 9, 10, 11 and 12 for the 2022-2023 school year be brought to the Board of Trustees by no later than the second regular board meeting in September 2022.</i></p>		
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#### OUTSTANDING POLICY ITEMS

DATE OF THE BOARD MEETING	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS



## Regular Board Meeting

## Action Report

Policy II-20 Child Abuse and Protection of Students	Item 9.1
December 7, 2021	

### Alignment to Strategic Plan

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

### Purpose

To approve, as presented.

### Background Information

Policy II-20 Child Abuse and Protection of Students was last reviewed in December 2018 and is in keeping with the policy review cycle.

The references have been updated in the policy to include the new process involving the Electronic Duty to Report Form. Revisions are included to provide consistency and to reflect updated terms.

Policy revisions were presented to the Special Education Advisory Committee (SEAC) at the November 29, 2021 meeting, and there was no feedback from members.

### Conclusion

*Policy II-20 Child Abuse and Protection of Students* was presented at the Policy Committee Meeting on November 9, 2021, with a recommendation that it be forwarded to the Board of Trustees for approval.

### Recommendation

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

Moved by:
Seconded by:
<b>Resolved</b> , that the Halton Catholic District School Board accept the recommendation of the Policy Committee that Policy II-20 Child Abuse and Protection of Students, be approved.

Report Submitted and  
Approved by:

N. Guzzo  
Chair of the Policy Committee

<b>Child Abuse and Protection of Students</b>	
<b>Adopted:</b> April 29, 1986	<b>Last Reviewed/Revised:</b> December 7, 2021
<b>Next Scheduled Review:</b> 2024-2025	
<b>Associated Policies &amp; Procedures:</b> <a href="#">VI-32 Child Abuse and Protection of Students Procedure</a>	

## Purpose

To ensure that employees and volunteers of the Halton Catholic District School Board (HCDSB) comply with the requirements of the Child, Youth and Family Services Act (2017) regarding all students under the age of 18 who are reasonably suspected of needing protection.

## Application and Scope

This policy applies to all employees and volunteers of the Halton Catholic District School Board.

## References

[Child, Youth and Family Services Act](#)

[Criminal Code of Canada](#)

[Education Act](#)

[Halton Regional Police and School Board Protocol](#)

[Ministry of Children, Community and Social Services](#)

[Ontario College of Teachers](#)

[Ontario College of Teachers Act](#)

[Ontario College of Teachers Professional Advisory: Duty to Report](#)

[Student Protection Act](#)

[Teaching Profession Act](#)

## Principles

- The Halton Catholic District School Board believes that all students are entitled to develop, mature and learn in respectful, safe and secure school, family, Church and community settings.

- The Halton Catholic District School Board recognizes the dignity of all students, volunteers and employees as children of a loving God.
- The protection of children and youth in Catholic schools is the primary responsibility of the HCDSB and is shared among employees, volunteers, clergy, the Halton Children's Aid Society, as well as related child and family services professionals and the community at large.
- The HCDSB recognizes the Halton Children's Aid Society's legislated mandate regarding the protection of children and youth in the Region of Halton.
- HCDSB employees act in support of the Mission Statement and Governing Values of the HCDSB when taking appropriate action under the Child, Youth and Family Services Act and Criminal Code of Canada in the best interest of students and their protection.
- The prevention of child abuse, and the protection of students, is motivated by a sense of Catholic social justice.
- All employees and the Administration of the HCDSB at all levels commit to building and maintaining an open, collaborative professional relationship with the Halton Children's Aid Society.
- The administration of the Halton Catholic District School Board recognizes the Halton Children's Aid Society and the Ministry of Community and Social Services among the authoritative resources for the in-service of HCDSB employees regarding the protection of children.

## Requirements

- The Child, Youth and Family Services Act and the Criminal Code of Canada supersede all other Acts, existing legislation or policies that govern HCDSB employees and volunteers in matters pertaining to child abuse and the protection of students.
- All elementary and secondary principals shall annually review the reporting requirements of this policy, and Administrative Procedure VI-32; in accordance with the Child Youth and Family Services Act (2017) with all employees during a staff meeting in September of each new school year.
  - It is the responsibility of Human Resources Services that all newly hired school-based employees whether in full/part time, permanent, probationary, long term occasional and supply positions shall receive information on this policy/procedure and the Child, Youth and Family Services Act during new employee orientation activities and/or materials.
  - It is the responsibility of the Principal of the school that all volunteers shall receive information on this policy, the associated procedure, the reporting requirements of the Child, Youth and Family Services Act and the Halton Regional Police School Protocol during volunteer orientation at each school.

- All employees and volunteers shall comply with the reporting provisions of the Halton Regional Police & School Board Protocol, which describes a course of action developed in cooperation with the Halton Children's Aid Society and the Halton Regional Police Service.
- All employees making a report to the Halton Children's Aid Society must promptly notify the Principal of the information on which the report to Halton Children's Aid Society is being or has been made and complete the Electronic Duty to Report to the Children's Aid Society form to Children's Aid Society and submit as required in *Administrative Procedure VI-32 Child Abuse and Protection of Students Procedure*
- The HCDSB also expects that teachers shall act in accordance with amendments to section 12.2 of the Teaching Profession Act which stipulates that a member [teacher] need not advise another member [another teacher] when making an adverse report of suspected child abuse by another member.
- The Director of Education or designate shall report to the Ontario College of Teachers, any teacher currently or formerly employed by the HCDSB who:
  - has been charged with or convicted of sexual misconduct under the Criminal Code;
  - in addition to the above, and in the opinion of the HCDSB, poses a risk of harm or injury; or
  - in the opinion of the HCDSB, has engaged in conduct that should be reviewed by the Ontario College of Teachers (E. A. S. 170(1), para. 12.1)
- The HCDSB, through its supervisory officers, shall monitor any criminal, quasi-criminal, legal, quasi-legal proceedings against any employee to ascertain if the available information arising from the proceedings is relevant to ongoing or pending disciplinary actions.
- Both Policy II-20 and Procedure VI-32 are reviewed annually by administrators, teachers, other school-based staff and volunteers.
- On becoming aware that any employee or volunteer having direct contact with students has been charged with or convicted of an offence under the Criminal Code of Canada involving child abuse with any student or any Criminal Code of Canada offence which, in the opinion of the HCDSB indicates that students may be at risk, the Principal shall ensure that the employee or volunteer perform no duties involving contact with pupils, pending withdrawal of the charge, discharge following a preliminary inquiry, stay of the charge or acquittal, as the case may be.

APPROVED: Regular Meeting of the Board

AUTHORIZED BY: \_\_\_\_\_  
Chair of the Board



## Regular Board Meeting

## Action Report

Parliamentarian	Item 9.2
Tuesday, December 7, 2021	

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

**Moved by:** N. Guzzo

**Seconded by:**

**RESOLVED**, that the Halton Catholic District School Board direct the Director of Education to review the use of the Parliamentarian at board meetings and determine if the use of said parliamentarian is required to continue with attendance at every board table versus on an as needed basis.



## Regular Board Meeting

## Action Report

Hiring Practices	Item 9.3
Tuesday, December 7, 2021	

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

**Moved by:** N. Guzzo

**Seconded by:**

**RESOLVED**, that the Halton Catholic District School Board direct the Director of Education to conduct a review of hiring practices immediately and that protocols be put in place to address the historically disadvantaged groups in the workforce, by ensuring the following minimum criteria is met.

1. When selecting candidates for interviews, where applicants have demonstrated their ability to meet the mandatory requirements prioritize understanding of equity in education for historically underserved groups, lived experiences, skillsets, backgrounds and varied work experience that may be considered valuable to the position (eg unique perspectives of under-represented groups, such as Indigenous peoples, black or other racialized people, people with a disability, etc.)
2. Ensure diversity on hiring panels to include individuals who have the knowledge and experience, including lived experience, to reflect the needs and interests of communities in the school that have been historically under-represented in decision-making
3. Conduct workforce census
4. Track progress in the recruitment of underrepresented groups
5. Establish training and resources for Human Resources inclusive hiring practices
6. Establish mentoring programs to support representation of under-represented groups in senior positions



## Regular Board Meeting

## Action Report

Bullying Prevention and Intervention	Item 9.4
Tuesday, December 7, 2021	

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

**Moved by:** B. Agnew

**Seconded by:**

**WHEREAS**, a subcommittee was formed to review Policy [II-40 Bullying Prevention and Intervention](#) and;

**WHEREAS**, the ideas and conversations have been robust and insightful with much engagement and;

**WHEREAS**, the Halton Catholic District School Board (HCDSB) wants to be a leader in bullying prevention and stay ahead of intervention initiatives in our schools;

**BE IT RESOLVED**, that the HCDSB strike a standing Bullying Prevention and Intervention Committee to be comprised of representatives from staff, students, trustees, CPIC, SEAC, and any other representatives as the committee determines it requires.





## Regular Board Meeting

## Action Report

Parent School Councils	Item 9.5
Tuesday, December 7, 2021	

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

**Moved by:** B. Agnew

**Seconded by:**

**WHEREAS**, we have dedicated and committed Halton Catholic District School Board (HCDSB) parents who want to engage with their school councils and school communities in the most effective ways and;

**WHEREAS**, we want to continuously ensure that our Catholic School Councils are meeting the needs of their school communities by engaging with them in meaningful ways and providing accurate representation of the parents in their schools to further the great work of our councils in the most meaningful way;

**BE IT RESOLVED**, that the HCDSB gather parent feedback related to our Catholic School Councils including council membership, agenda setting, parent engagement, school/home/parish connections, feedback solicitation methods and communication to the school community;

**BE IT FURTHER RESOLVED**, that this feedback come to the board of trustees in the form of a staff report.



## Regular Board Meeting

## Staff Report

School Resource Officer Program / HCDSB School Liaison Officer Program	Item 10.1
Tuesday, December 7, 2021	

### Alignment to Strategic Plan

This report is linked to our strategic priority of **Belonging: Embracing relationships & sustaining safe, welcoming schools.**

### Purpose

This report is in response to resolution **#253/21 RESOLVED**, that the School Resource Officer (SRO) program be reviewed to determine whether the program has fulfilled its mandate, by December 1, 2021.

### Background Information

The core objectives of the School Liaison Officers (SLO) Program at the Halton Catholic District School Board (HCDSB) are to assign sworn police officers to work in Halton Region's schools to develop positive relationships with youth and to enhance perceptions of safety and security in schools and the community. SLOs take the lead in establishing programs to prevent school victimization and violence through social development. In that capacity, SLOs work directly with school administrators, parents, and the community to ensure that the youth are either on the right path to a positive future or that they can get back to the right path.

Past research on SRO programs has been conducted on three areas: 1) the impact of SRO programs on the reduction of crime and violence, 2) the impact of SRO programs on perceptions of safety, and 3) the impact of SRO programs on police-student relations. [Petrosino et al. \(2012\)](#) concluded: "the evidence base in terms of evaluation studies is still premature to make definitive conclusions about whether policing schools has an impact on crime and disorder in the schools" (p. 92). Similar conclusions have been made about the impact of SROs on the perceptions of school safety among various stakeholders.

In recent years, several evaluations of SRO programs in the Province of Ontario, and more specifically in the Greater Toronto and Hamilton Area, have revealed that these programs have had a negative systemic impact on marginalized and vulnerable students. As a result, some school Districts have cancelled their program, others have paused, and still others have continued until their review process is complete. In July 2021, the Ontario Human Rights Commission released its [Framework for Change to Address Systemic Racism in Policing](#). The Commission outlined several steps to address systemic racial discrimination in policing, including the need for the Ministry of



Education to direct school Boards to review the impact of SRO programs in consultation with communities who identify as Black, racialized, Indigenous or individuals with disabilities.

## Comments

The Halton Regional Police Service (HRPS) has a long-standing relationship with the School Boards in Halton Region. Within each District, there are designated SLOs that work within the schools to offer support to the school, administration, students, and caregivers with youth-related issues. SLOs receive specialized training and are recruited specifically for these roles having demonstrated an interest in working with youth. A protocol created in collaboration with the HRPS and Halton Region school boards, guides police officers and school staff when responding to incidents within both secondary schools and elementary schools. This program involves 8 High School Liaison Officers (HSLOs) assigned full time to 34 high schools, and 8 Elementary School Liaison Officers (ESLOs) assigned full time to 143 elementary schools in Halton Region, shared among four School Districts.

The SLOs attend schools to engage with students, participate in school events related to public safety, and to provide education on various Health Curriculum topics to students. In addition, some SLOs coach in schools as volunteers and participate in community building events, such as the Welcome-back BBQ, Boys and Girls Night In, and the Year-end Fun Fair. Officers also assist with Emergency Response Drills (e.g., lockdown drills and bomb threat evacuation drills), students in crisis, and respond to incidents that involve a criminal offence. The following topics are addressed with students in partnership with the SLOs:

- Bike/Road Safety
- Stranger Awareness
- Bullying/Respect
- Community Helpers
- Crime Stoppers
- Drugs and Alcohol Education
- Hate Incidents
- Human Trafficking
- Internet/Social Media Safety
- Mental Health
- Policing as a Career Choice
- Restorative Practices
- The Law (General Discussion)
- Vaping
- Weapons

In recent months, a conscious effort has been made to replace the SLOs with community partners on topics that the latter group can best address with our students as experts in the field. This includes topics such as Drugs and Alcohol Education, Hate Incidents, Human Trafficking, and Mental Health.

## Conclusion

Currently, there is only anecdotal evidence from school administrators confirming that the HCDSB School Liaison Officer Program has fulfilled its mandate. There is no HCDSB data on the impact of the SLO Program on students, and in particular, students who identify as Black, racialized, or Indigenous and students with disabilities. To accurately determine whether the program has fulfilled its mandate, further data collection and analysis is required.

HCDSB Research and Development Services, in collaboration with the offices of School Services and Human Rights and Equity have developed a Police Visit Tracking Application. Beginning on January 3, 2022, all school administrators will be required to use this application to report police



visits to their schools. This will enable the collection of data on the nature and frequency of the SLO presence in HCDSB schools. In addition, Research and Development Services will develop a program evaluation plan to measure the impact of the SLO Program. Data sources will include surveys and/or focus groups (in late-April to mid-May) to solicit feedback from community members on the interactions and perceptions of SLOs, application data, and other school-based data available. The triangulation of data will be used to determine whether the SLO Program has fulfilled its HCDSB mandate.

Report Prepared by:

A. Cordeiro  
Superintendent of Education, School Services

L. Collimore  
Chief Officer, Research and Development Services

J. Crowell  
Superintendent of Education, Curriculum Services

N. Dinolfo  
Superintendent of Education, School Services

S. Jayaraman  
Senior Manager, Human Rights and Equity

Report Submitted by:

A. Cordeiro  
Superintendent of Education, School Services

Report Approved by:

P. Daly  
Director of Education and Secretary of the Board



## Regular Board Meeting

## Information Report

Student Trustees Update	Item 11.1
December 7 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:

At our November 23rd General Meeting, Chair Murphy, Vice-Chair Duarte, and Director Daly came to present to senators regarding the board, the governance structure of the HCDSB, and the role of student trustees.

Looking forward to our next Senate meeting on December 14th, our focus will be on promoting Student Trustee applications.

Many students have expressed concerns regarding the anticipated switch back to semesters. With many unknown variables, students have been voicing concerns regarding the following:

- the existence of exams,
- how they will be accommodated while taking prerequisite courses such as advanced functions and calculus at the same time,
- what will these changes mean for co-op students who already have placements arranged,
- how equity will be ensured for students taking a class in second semester as opposed to first, and vice versa.

A big portion of the apprehension to return to the semester model is the uncertainties stated above and that grade 12s are the only ones who have



actually experienced a full year of semesters. We believe that this must be taken into account to ensure a smooth transition.

### Believing:

The Catholic Faith in Action sub-committee at the Senate is organizing “The Advent Initiative.” This initiative will be educational, and it will help to involve and enhance the HCDSB students’ during the Advent season. The initiative will be divided into two categories:

1. The Celebration of Advent throughout our Student Community:
  - The goal is to use the HCDSB Student Senate instagram page to promote the Advent traditions of various cultures.
  - An initial post will be made by the subcommittee to explain the purpose and then students will have the opportunity to share their traditions during the holiday season.
2. Preparation for Advent: What Can You Do?
  - This will be a short video that will be shared on the social media account explaining the meaning of Advent and the importance of reflecting on ourselves during this time.

### Belonging:

At the November 23rd general meeting of the Student Senate, Senators heard a presentation from Ms. Jayamaram concerning the Student Census. Students were excited to hear of the census, especially about how it will help us better understand the makeup of our community, including especially Non-Catholic students and marginalized groups.

Additionally, an Ad-hoc Committee was created. Chaired by Trustee Tokiwa, the Indigenous Education Ad-Hoc Committee will work on initiatives to promote the importance of Indigenous education. A motion to have members of the committee appear in a video aimed at promoting Indigenous literature courses, directed by Sherry Saevil, was passed, and filming will occur before the Christmas break, with hopes of the video hitting secondary schools in the new year in preparation of course selections. The committee also hopes to promote Indigenous paint nights and advocate on the importance of Indigenous education to students, parents, and the board.



Report Prepared & Submitted by:

K. Bowie  
Student Trustee, Oakville

G. Masri Ahmar  
Student Trustee, Burlington

A. Tokiwa  
Student Trustee, North Halton

Report Approved by:

P. Daly  
Director of Education and Secretary of the  
Board



## Regular Board Meeting

## Information Report

Schools Update	Item 11.2
Tuesday December 7, 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 Trustees with updates related to the operation of HCDSB schools.

### Health and Safety

A number of measures continue in this year to help maintain a safe environment for our students and staff. These measures include daily self-assessment screening, masking, adapted school environments, hand hygiene, enhanced cleaning and updated ventilation.

#### COVID-19 Vaccination for Children 5-11 Years of Age

- Health Canada has approved a paediatric Pfizer COVID-19 vaccine for children 5 to 11 years of age.
- As of Tuesday, November 23<sup>rd</sup>, parents of children 5 to 11 years of age (born in 2016 or earlier, or turning 5 years old in 2021) have been able to book an appointment for their first dose of the paediatric Pfizer COVID-19 vaccine through the [Halton Region online booking system](#) or by calling 311.
- Appointments are available at [existing community vaccination clinics](#) and new [child-friendly paediatric clinics](#) by appointment only.

The Ministry has shared a number of materials to help students and families make an informed decision including a webpage containing materials and information for children and youth





vaccination: [COVID-19 vaccines for children and youth | COVID-19 \(coronavirus\) in Ontario](#). Halton Public Health has also developed a number of [resources](#).

#### PCR Self-Collection Testing Option:

The Ministry of Education, in collaboration with the Ministry of Health and Ontario Health and supported by the Ministry of Government and Consumer Services, is implementing a province-wide expansion of the PCR self-collection testing option.

- This testing option may be made available to both symptomatic students as well as asymptomatic high-risk contacts/exposed cohorts of a confirmed case of COVID-19, including students and staff.
- Students are not required to disclose their immunization status in order to participate.
- Participation is voluntary for staff/students. Students, staff and families will continue to have the option to seek testing through community-based testing sites (e.g., assessment centres, community labs, etc.).
- Under this expanded initiative, students and school staff will be able to access PCR self-collection kits at school and drop them off at a participating community location (i.e. participating pharmacy or an Assessment Centre (AC)).

#### Rapid Antigen Screening Kits (Christmas Break)

In an effort to promote a safer return to the classroom after the winter break, the Government of Ontario, is providing take-home rapid antigen screening kits to every child who attends a publicly funded school in Ontario. Participation in this rapid antigen screening is voluntary.

- The rapid antigen screening kits are intended for use by any child that attends a publicly funded school, regardless of their vaccination status.
- Rapid antigen screening kits will be distributed to students enrolled in **in-person learning only**.
- Rapid antigen screening kits are only to be used when a child is asymptomatic (i.e. does not have any symptoms of COVID-19 and has not had any exposure to a confirmed case of COVID-19).
- Anyone with symptoms or who is identified as a close contact of a case should still get PCR testing. Rapid antigen screening tests should not be used as a substitute for PCR tests for people with symptoms or for people who are close contacts of cases.
- For students who choose to use rapid antigen screening kits, it is recommended students conduct the rapid antigen tests every 3-4 days over the holiday break, on every Monday and Thursday beginning December 23, until all five tests have been used.

#### COVID-19 Advisory Board

- Our COVID-19 Advisory Board found at [COVID-19 Advisory Board | Halton Catholic District School Board \(hcdsb.org\)](#) provides the number of active confirmed positive COVID-19 cases in connection to HCDSB schools and is updated daily. For all confirmed cases, families and



staff at the school will be notified by letter. Halton Public Health will contact any close contacts directly.

- It should be noted that a positive case at a school does not mean the individual was exposed to COVID-19 at the school.

#### Winter Break Travel

- With the holiday season approaching, it is anticipated that some staff, students and families will choose to make travel plans over the break.
- Prior to the Christmas Break, reminders will be sent to staff and families to follow [federal directives related to international travel and quarantine requirements](#).

#### Elementary and Secondary Schools

- As we did for the first two weeks of the school year, when we return to school in the new year, **confirmation of daily screening of COVID-19 using the [COVID-19 School Screening Tool](#)** will be required for all students, for two (2) weeks. All staff and visitors will continue to provide confirmation of daily screening until further notice.

#### Elementary Schools

- Beginning January 2022, all elementary school assemblies will take place in a virtual format ONLY.

#### Secondary Schools

- Staff are preparing for a resumption of a traditional, 4 course per day, semester for February 2022.

#### Extra Curriculars

Several types of extra-curricular activities have been reintroduced both virtually and in-person including intramurals. The elementary Boys and Girls Volleyball season is underway.

A reminder that the HCDSB/HCAA are required to follow the guidelines and protocols established by the various Municipalities in order to utilize their facilities such as arenas and pools for our interschool athletics programming. We also follow the advice and direction from Halton Public Health in all matters related to the prevention of COVID-19 in our community.

Students 12 years of age or older participating in organized sports are required to provide proof of vaccination, in order to access a **municipal facility. This includes players, coaches, volunteers and spectators.**



## Conclusion

Our goals for our return to school will continue to be focused on:

- Ensuring **protocols are in place** so that students and staff are **healthy and safe**.
- Assessing student learning needs and develop plans to provide appropriate intervention, where needed
- Continuing to enhance the **distance learning** experience for students who continue to learn from home and to supplement in school instruction.
- Maintaining a focus on **mental health supports for students and staff** returning to school and those who will continue to learn and work from home
- Re-engaging the school community through the reintroduction of co-curricular activities, school social events and home/school/parish initiatives

Report Prepared &  
Submitted by:

Pat Daly  
Director of Education and Secretary of the Board



## Regular Board Meeting

## Information Report

2021-22 Financial Report as of September 30, 2021 and October 31, 2021	Item 11.3
December 7, 2021	

### Alignment to Strategic Plan

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

### Purpose

To provide the Board with a monthly financial report as per Resolution #128/20 (AS AMENDED), which was passed at the June 2, 2020, Regular Board Meeting.

**BE IT RESOLVED** that the Board of Trustees direct the Secretary and Director of the Halton Catholic District School Board to implement monthly financial reporting from fiscal year 2020/2021 by no later than January 2021 and provide the board with a line by line report of variances to budget exceeding \$100,000.

**BE IT FURTHER RESOLVED** that all changes to the final approved budget in June over \$100,000 will be reviewed and approved by the Board of Trustees before the December budget update to the Ministry.

### Background Information

- 1) Action Item 8.1 “Financial Reporting & Board Responsibility for Financial Oversight (P. DeRosa)” from the June 2, 2020, Regular Board Meeting.

### Comments

The attached report reflects the revised Board-approved budget and actual revenue and expenses of Halton Catholic District School Board for 2021-22 as of September 30, 2021, and October 31, 2021. For comparative purposes, the report also provides the same information for the previous month (September 2021) and the previous fiscal year (2020-21 as of September 30, 2020, and October 31, 2020). Explanatory notes have been provided for all variances in excess of \$100,000 per Resolution #128/20 (AS AMENDED).

On September 30, 2021, the fiscal year is 8.3% complete (1 month/12 months), and the school year is 10% complete (1 month/10 months). Therefore, it is expected that the percentages received or spent to be between 8.3% and 10% for September.



On October 31, 2021, the fiscal year is 16.7% complete (2 months/12 months), and the school year is 20% complete (2 months/10 months). Therefore, it is expected that the percentages received or spent to be between 16.7% and 20% for October.

## Conclusion

Staff will continue to monitor and control expenses against the 2021-22 Budget.

Report Prepared by:	A. Cross Senior Manager, Financial Services
Report Reviewed by:	A. Lofts Superintendent of Business Services and Treasurer of the Board
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**

Appendix A

**Revenue  
2021/2022 Monthly Financial Reporting  
September 2021**

	Year to Date				Year to Date vs Prior Year To Date				Material Variance Note
	September 30, 2021	2021/2022	2021/2022	Percent Received	September 30, 2021	September 30, 2020	\$ Change	Percent Change	
	Actuals	Original Estimates	Remaining Balance		Actuals				
	(in PSAB Format)	(in PSAB Format)			(in PSAB Format)	(in PSAB Format)			
OPERATING REVENUE									
Province of Ontario									
Legislative Grants	\$ 43,819,262	\$ 313,232,366	\$ 269,413,104	14.0%	\$ 43,819,262	\$ 42,032,411	\$ 1,786,851	4.3%	1
Municipal Taxes	5,367,093	92,047,562	86,680,469	5.8%	5,367,093	(11,585,363)	16,952,456	-146.3%	2
	49,186,355	405,279,928	356,093,573	12.1%	49,186,355	30,447,048	18,739,307	61.5%	
Other Provincial Grants									
Prior Year Grant Adjustment - Operating	-	-	-	0.0%	-	-	-	0.0%	
Other Provincial Grants	769,162	5,045,137	4,275,975	15.2%	769,162	924,776	(155,614)	-16.8%	3
	769,162	5,045,137	4,275,975	15.2%	769,162	924,776	(155,614)	-16.8%	
Other Revenue									
Government of Canada	894	3,220,632	3,219,738	0.0%	894	-	894	89357.0%	
Tuition Fees	1,227,894	1,293,300	65,406	94.9%	1,227,894	1,932,297	(704,403)	-36.5%	4
Use of Schools/Rentals	109,071	2,717,000	2,607,929	4.0%	109,071	40,081	68,991	172.1%	
Cafeteria/Vending Funds/Uniform Commissions	1,804	25,000	23,196	7.2%	1,804	2,095	(291)	-13.9%	
Interest Revenue	10,996	200,000	189,004	5.5%	10,996	13,755	(2,759)	-20.1%	
Donations	-	-	-	0.0%	-	143	(143)	-100.0%	
Miscellaneous Recoveries	29,731	1,750	(27,981)	1698.9%	29,731	16,997	12,734	74.9%	
Recoveries - Secondments	-	1,315,725	1,315,725	0.0%	-	-	-	0.0%	
Plant Revenue	4,017	220,000	215,983	1.8%	4,017	1,172	2,846	242.9%	
Miscellaneous Revenue	3,556	120,000	116,444	3.0%	3,556	-	3,556	355572.0%	
EDC Revenue	-	7,000,000	7,000,000	0.0%	-	-	-	0.0%	
	1,387,962	16,113,407	14,725,445	8.6%	1,387,962	2,006,538	(618,576)	-30.8%	
School Generated Funds Revenue	410,222	5,000,000	4,589,778	8.2%	410,222	254,876	155,346	60.9%	5
Amortization of Deferred Capital Contribution	1,631,822	19,581,862	17,950,040	8.3%	1,631,822	1,508,054	123,768	8.2%	6
Total Operating Revenue	53,385,523	451,020,334	397,634,811	11.8%	53,385,523	35,141,292	18,244,232	51.9%	
Available for Compliance									
(Surplus) Deficit - Operating	-	2,003,585	2,003,585	0.0%	-	-	-	0.0%	
Available for Compliance - Transfer from (to) Internally Reserve	-	219,656	219,656	0.0%	-	-	-	0.0%	
Total (Surplus) Deficit Available for Compliance	-	2,223,241	2,223,241	0.0%	-	-	-	0.0%	
Unavailable for Compliance									
Unavailable for Compliance (PSAB Adjustment)	-	(202,975)	(202,975)	0.0%	-	-	-	0.0%	
Amortization of EFB - Retirement/Health/Dental/Life Insurance	-	(458,217)	(458,217)	0.0%	-	-	-	0.0%	
Committed Sinking Fund Interest Earned Adj	-	76,382	76,382	0.0%	-	-	-	0.0%	
Committed Capital Projects Adj	-	342,828	342,828	0.0%	-	-	-	0.0%	
Unavailable for Compliance (Increase) Decrease in School Generated Funds	-	-	-	0.0%	-	-	-	0.0%	
Revenues Recognized for Land	-	(7,000,000)	(7,000,000)	0.0%	-	-	-	0.0%	
Total Unavailable for Compliance (Surplus)	-	(7,241,982)	(7,241,982)	0.0%	-	-	-	0.0%	
Total Annual (Surplus) Deficit	-	(5,018,742)	(5,018,742)	0.0%	-	-	-	0.0%	
Total Revenue After PSAB Adjustment	\$ 53,385,523	\$ 446,001,592	\$ 392,616,069	12.0%	\$ 53,385,523	\$ 35,141,292	\$ 18,244,232	51.9%	

**Halton Catholic District School Board**  
**Revenue**  
**2021/2022 Monthly Financial Reporting**  
**September 2021**

**Appendix A**

**Material Variance Explanation**

1. Legislative Grants - Increase due to increased funding in 2021-22 compared to 2020-21. Expected lower municipal tax offset by increased Provincial funding.
2. Municipal Taxes - Increase due to the timing of quarterly installments received combined with the reversal of two quarterly installments accrued for 2019-20 in September 2020.
3. Other Provincial Grants - Decrease due to the PPFs provided in 2021-22 compared to 2020-21. No broadband modernization grant in 2021-22.
4. Tuition Fees - Decrease due to less international students in the 2021-22 due to the COVID-19 pandemic.
5. School Generated Funds - Increase due to timing of funds received, primarily at the Secondary schools.
6. Amortization of Deferred Capital Contribution - Increased due to more capital assets in 2021-22 compared to 2020-21 funded by the Ministry.

**Halton Catholic District School Board**  
**Expense**  
**2021/2022 Monthly Financial Reporting**  
**September 2021**

Appendix B

**Classroom Instruction**

Classroom Teachers  
Occasional Teachers  
Educational Assistants  
Early Childhood Educators (E.C.E) and Supply  
Textbooks & Classroom Supplies  
Computers  
Professionals, Paraprofessionals & Technical  
Library and Guidance  
Staff Development  
Department Heads

**Subtotal Classroom Instruction**

**Non Classroom - School Support Services**

School Administration  
Coordinators and Consultants  
Continuing Education

**Subtotal School Support Services**

**Recoverable Expenses**

**Other Non Classroom**

Board Administration  
Transportation

**Subtotal Other Non Classroom**

**Pupil Accommodation**

School Operations and Maintenance  
Other Pupil Accommodation

**Subtotal Pupil Accommodations**

**Other**

Other Non-operating expenses  
Provision for Contingencies

**School Generated Funds expenses**

**Amortization expense**

**Total Expenses Before PSAB Adjustments**

**PSAB Adjustments**

Increase in Employee Future Benefits  
(Decrease) in Accrued Interest on Debentures

**Total PSAB Adjustment**

**Total Expenses After PSAB Adjustments**

	Year to Date				Year to Date vs Prior Year to Date				Material Variance Note
	September 30, 2021	2021/2022	2021/2022	Percent Spent	September 30, 2021	September 30, 2020	\$	Percent	
	Actuals	Original Estimates	Remaining Balance		Actuals	Actuals	Change	Change	
	(in PSAB Format)	(in PSAB Format)							
Classroom Teachers	\$ 20,896,385	\$ 238,785,076	\$ 217,888,691	8.8%	\$ 20,785,574	\$ 18,406,433	\$ 2,379,141	13%	1
Occasional Teachers	115,230	6,671,400	6,556,170	1.7%	115,230	15,260	99,970	655%	
Educational Assistants	1,082,946	25,397,261	24,314,315	4.3%	1,082,946	1,153,654	(70,709)	-6%	
Early Childhood Educators (E.C.E) and Supply	360,053	8,839,122	8,479,069	4.1%	360,053	387,277	(27,224)	-7%	
Textbooks & Classroom Supplies	287,922	7,296,168	7,008,246	3.9%	287,922	600,846	(312,925)	-52%	2
Computers	447,122	1,699,776	1,252,654	26.3%	447,122	188,924	258,198	137%	3
Professionals, Paraprofessionals & Technical	704,531	17,516,446	16,811,914	4.0%	704,531	1,030,874	(326,343)	-32%	4
Library and Guidance	375,385	6,069,800	5,694,415	6.2%	375,385	393,077	(17,692)	-5%	
Staff Development	35,353	3,432,926	3,397,573	1.0%	35,353	195,527	(160,174)	-82%	5
Department Heads	(10,333)	602,400	612,733	-1.7%	100,478	108,050	(7,572)	-7%	
<b>Subtotal Classroom Instruction</b>	<b>24,294,594</b>	<b>316,310,375</b>	<b>292,015,781</b>	<b>7.7%</b>	<b>24,294,594</b>	<b>22,479,923</b>	<b>1,814,671</b>	<b>8.1%</b>	
School Administration	1,533,410	22,527,950	20,994,540	6.8%	1,533,410	1,176,777	356,633	30%	6
Coordinators and Consultants	293,825	4,841,940	4,548,115	6.1%	293,825	313,359	(19,534)	-6%	
Continuing Education	274,840	6,550,245	6,275,405	4.2%	274,840	300,096	(25,256)	-8%	
<b>Subtotal School Support Services</b>	<b>2,102,076</b>	<b>33,920,135</b>	<b>31,818,060</b>	<b>6.2%</b>	<b>2,102,076</b>	<b>1,790,232</b>	<b>311,843</b>	<b>17.4%</b>	
<b>Recoverable Expenses</b>	<b>107,006</b>	<b>1,316,700</b>	<b>1,209,694</b>	<b>8.1%</b>	<b>107,006</b>	<b>85,640</b>	<b>21,366</b>	<b>24.9%</b>	
Board Administration	685,592	13,086,874	12,401,283	5.2%	685,592	1,044,607	(359,015)	-34%	7
Transportation	-	10,692,530	10,692,530	0.0%	-	5,725	(5,725)	-100%	
<b>Subtotal Other Non Classroom</b>	<b>685,592</b>	<b>23,779,404</b>	<b>23,093,813</b>	<b>2.9%</b>	<b>685,592</b>	<b>1,050,332</b>	<b>(364,740)</b>	<b>-34.7%</b>	
School Operations and Maintenance	1,052,268	34,637,509	33,585,241	3.0%	1,052,268	579,084	473,184	82%	8
Other Pupil Accommodation	360,464	10,615,246	10,254,782	3.4%	360,464	256,385	104,079	41%	9
<b>Subtotal Pupil Accommodations</b>	<b>1,412,732</b>	<b>45,252,755</b>	<b>43,840,023</b>	<b>3.1%</b>	<b>1,412,732</b>	<b>835,469</b>	<b>577,263</b>	<b>69.1%</b>	
Other Non-operating expenses	108	47,375	47,267	0.2%	108	130,953	(130,845)	-100%	10
Provision for Contingencies	-	-	-	0.0%	-	-	-	0%	
	<b>108</b>	<b>47,375</b>	<b>47,267</b>	<b>0.2%</b>	<b>108</b>	<b>130,953</b>	<b>(130,845)</b>	<b>-99.9%</b>	
<b>School Generated Funds expenses</b>	<b>37,782</b>	<b>5,000,000</b>	<b>4,962,218</b>	<b>0.8%</b>	<b>37,782</b>	<b>275,874</b>	<b>(238,092)</b>	<b>-86.3%</b>	11
<b>Amortization expense</b>	<b>1,753,003</b>	<b>21,036,040</b>	<b>19,283,037</b>	<b>8.3%</b>	<b>1,753,003</b>	<b>1,596,264</b>	<b>156,740</b>	<b>9.8%</b>	12
<b>Total Expenses Before PSAB Adjustments</b>	<b>\$ 30,392,893</b>	<b>\$ 446,662,784</b>	<b>\$ 416,269,891</b>	<b>6.8%</b>	<b>\$ 30,392,893</b>	<b>\$ 28,244,687</b>	<b>\$ 2,148,206</b>	<b>7.6%</b>	
Increase in Employee Future Benefits	-	(458,217)	(458,217)	0.0%	-	-	-	0%	
(Decrease) in Accrued Interest on Debentures	-	(202,975)	(202,975)	0.0%	-	-	-	0%	
<b>Total PSAB Adjustment</b>	<b>\$ -</b>	<b>\$ (661,192)</b>	<b>\$ (661,192)</b>	<b>0.0%</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>	
<b>Total Expenses After PSAB Adjustments</b>	<b>\$ 30,392,893</b>	<b>\$ 446,001,592</b>	<b>\$ 415,608,699</b>	<b>6.8%</b>	<b>\$ 30,392,893</b>	<b>\$ 28,244,687</b>	<b>\$ 2,148,206</b>	<b>7.6%</b>	



**Halton Catholic District School Board**  
**Expense**  
**2021/2022 Monthly Financial Reporting**  
**September 2021**

**Appendix B**

**Material Variance Explanation**

1. Classroom Teachers - Increase due to timing of retro pay reversal in 2020-21 and due to additional teachers, teacher salary grid movement and the annual 1% cost of living increase as negotiated as part of the collective agreements.
2. Textbooks & Classroom Supplies - Decrease due to timing of F&E purchases and school supplies for September 2021 compared to September 2020.
3. Computers - Increased due to PowerSchool annual license renewal and purchases of computers for Bishop Reding. Partially offset by a decrease in computer equipment purchases due to COVID-19 in 2020.
4. Professionals, Paraprofessionals & Technical - Decrease due to reallocation of PowerSchool license expense to Computer Supplies and the timing of computer equipment purchases in 2020-21 compared to 2021-22.
5. Staff Development - Decrease due to Health and Safety training required due to the COVID-19 pandemic in September 2020.
6. School Administration - Increase due to ELHT expense being recorded in a general account and not reallocated across various benefit expense accounts in 2021 compared to 2020.
7. Board Administration - Decrease due to Broadband modernization expenses incurred in September 2020. Decrease also due to the timing of receipt and processing 2021-22 software licenses compared to 2020-21.
8. School Operations and Maintenance - Increase in salary and wages due to 3 pay periods in September 2021 compared to two pay periods in September 2020. Increase in supplies and services due to the timing of invoice processing and due to the timing of general repairs of kindergarten play areas.
9. Other Pupil Accommodation - Increase relates to the rental of Pearson Secondary School as temporary accommodations for St. Kateri Tekakwitha Secondary School.
10. Other non-operating - Decrease due to the timing of COVID-19 personal protective equipment purchases and corresponding payment processing in September 2020.
11. School Generated Funds - Decrease due to timing of expenses processed in September 2021 compared to September 2020.
12. Amortization - Increased due to more capital assets in 2021-22 compared to 2020-21.

**Halton Catholic District School Board**

Appendix C

**Revenue  
2021/2022 Monthly Financial Reporting  
October 2021**

	Year to Date				Year to Date vs Prior Year To Date				Material Variance Note
	October 31, 2021 Actuals	2021/2022 Original Estimates	2021/2022 Remaining Balance	Percent Received	October 31, 2021 Actuals	October 31, 2020 Actuals	\$ Change	Percent Change	
	(in PSAB Format)	(in PSAB Format)			(in PSAB Format)	(in PSAB Format)			
<b>OPERATING REVENUE</b>									
<b>Province of Ontario</b>									
Legislative Grants	\$ 72,275,585	\$ 313,232,366	\$ 240,956,781	23.1%	\$ 72,275,585	\$ 70,344,139	\$ 1,931,446	2.7%	1
Municipal Taxes	11,889,392	92,047,562	80,158,170	12.9%	11,889,392	(11,585,363)	23,474,755	-202.6%	2
	84,164,976	405,279,928	321,114,952	20.8%	84,164,976	58,758,776	25,406,200	43.2%	
<b>Other Provincial Grants</b>									
Prior Year Grant Adjustment - Operating	(5,636)	-	5,636	0.0%	(5,636)	341,473	(347,109)	-101.7%	3
Other Provincial Grants	800,618	5,045,137	4,244,519	15.9%	800,618	972,916	(172,298)	-17.7%	4
	794,982	5,045,137	4,250,155	15.8%	794,982	1,314,389	(519,407)	-39.5%	
<b>Other Revenue</b>									
Government of Canada	1,905	3,220,632	3,218,727	0.1%	1,905	-	1,905	190454.0%	
Tuition Fees	1,229,992	1,293,300	63,308	95.1%	1,229,992	1,899,931	(669,939)	-35.3%	5
Use of Schools/Rentals	258,082	2,717,000	2,458,918	9.5%	258,082	110,138	147,944	134.3%	6
Cafeteria/Vending Funds/Uniform Commissions	3,162	25,000	21,838	12.6%	3,162	3,589	(427)	-11.9%	
Interest Revenue	16,021	200,000	183,979	8.0%	16,021	26,481	(10,459)	-39.5%	
Donations	71,300	-	(71,300)	0.0%	71,300	(1,049)	72,349	-6896.3%	
Miscellaneous Recoveries	29,731	1,750	(27,981)	1698.9%	29,731	62,734	(33,003)	-52.6%	
Recoveries - Secondments	28,251	1,315,725	1,287,474	2.1%	28,251	130,039	(101,788)	-78.3%	7
Plant Revenue	8,161	220,000	211,839	3.7%	8,161	22,056	(13,895)	-63.0%	
Miscellaneous Revenue	4,469	120,000	115,531	3.7%	4,469	30	4,439	14796.8%	
EDC Revenue	652,241	7,000,000	6,347,759	9.3%	652,241	1,741,044	(1,088,803)	-62.5%	8
	2,303,315	16,113,407	13,810,092	14.3%	2,303,315	3,994,994	(1,691,679)	-42.3%	
<b>School Generated Funds Revenue</b>	1,297,947	5,000,000	3,702,053	26.0%	1,297,947	423,686	874,262	206.3%	9
<b>Amortization of Deferred Capital Contribution</b>	3,263,644	19,581,862	16,318,218	16.7%	3,263,644	3,016,107	247,536	8.2%	10
<b>Total Operating Revenue</b>	<b>91,824,864</b>	<b>451,020,334</b>	<b>359,195,470</b>	<b>20.4%</b>	<b>91,824,864</b>	<b>67,507,951</b>	<b>24,316,913</b>	<b>36.0%</b>	
<b>Available for Compliance</b>									
(Surplus) Deficit - Operating	-	2,003,585	2,003,585	0.0%	-	-	-	0.0%	
Available for Compliance - Transfer from (to) Internally Reserve	-	219,656	219,656	0.0%	-	-	-	0.0%	
<b>Total (Surplus) Deficit Available for Compliance</b>	<b>-</b>	<b>2,223,241</b>	<b>2,223,241</b>	<b>0.0%</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	
<b>Unavailable for Compliance</b>									
Unavailable for Compliance (PSAB Adjustment)	-	(202,975)	(202,975)	0.0%	-	-	-	0.0%	
Amortization of EFB - Retirement/Health/Dental/Life Insurance	-	(458,217)	(458,217)	0.0%	-	-	-	0.0%	
Committed Sinking Fund Interest Earned Adj	-	76,382	76,382	0.0%	-	-	-	0.0%	
Committed Capital Projects Adj	-	342,828	342,828	0.0%	-	-	-	0.0%	
Unavailable for Compliance (Increase) Decrease in School Generated Funds	-	-	-	0.0%	-	-	-	0.0%	
Revenues Recognized for Land	-	(7,000,000)	(7,000,000)	0.0%	-	-	-	0.0%	
<b>Total Unavailable for Compliance (Surplus)</b>	<b>-</b>	<b>(7,241,982)</b>	<b>(7,241,982)</b>	<b>0.0%</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	
<b>Total Annual (Surplus) Deficit</b>	<b>-</b>	<b>(5,018,742)</b>	<b>(5,018,742)</b>	<b>0.0%</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	
<b>Total Revenue After PSAB Adjustment</b>	<b>\$ 91,824,864</b>	<b>\$ 446,001,592</b>	<b>\$ 354,176,728</b>	<b>20.6%</b>	<b>\$ 91,824,864</b>	<b>\$ 67,507,951</b>	<b>\$ 24,316,913</b>	<b>36.0%</b>	

**Halton Catholic District School Board**  
**Revenue**  
**2021/2022 Monthly Financial Reporting**  
**October 2021**

**Material Variance Explanation**

1. Legislative Grants - Increase due to increased funding in 2021-22 compared to 2020-21. Expected lower municipal tax offset by increased Provincial funding.
2. Municipal Taxes - Increase due to the timing of quarterly installments received combined with the reversal of two quarterly installments accrued for 2019-20 in September 2020.
3. Prior Year Grant Adjustment - Operating - Decrease due to Ministry adjustment received in October 2020 based on 2018-19 FS review.
4. Other Provincial Grants - Decrease due to the timing of PPFs provided in 2021-22 compared to 2020-21. No broadband modernization grant in 2021-22.
5. Tuition Fees - Decrease due to less international students in the 2021-22 due to the COVID-19 pandemic.
6. Use of Schools/Rentals - Increase due to timing of receipt and processing before and after school payments.
7. Recoveries - Secondments - Decrease due to the payment terms of agreements and the timing of processing secondment invoices.
8. EDC Revenue - Decrease due to the timing of receipt of EDC revenue from the four municipalities. 2020-21 EDC revenue is lower from the City of Burlington in 2021.
9. School Generated Funds - Increase due to timing of funds received, primarily at the Secondary schools.
10. Amortization of Deferred Capital Contribution - Increased due to more capital assets in 2021-22 compared to 2020-21 funded by the Ministry.

**Halton Catholic District School Board**

Appendix C

**Revenue  
2021/2022 Monthly Financial Reporting  
October 2021**

**OPERATING REVENUE**

**Province of Ontario**

Legislative Grants

Municipal Taxes

**Other Provincial Grants**

Prior Year Grant Adjustment - Operating

Other Provincial Grants

**Other Revenue**

Government of Canada

Tuition Fees

Use of Schools/Rentals

Cafeteria/Vending Funds/Uniform Commissions

Interest Revenue

Donations

Miscellaneous Recoveries

Recoveries - Secondments

Plant Revenue

Miscellaneous Revenue

EDC Revenue

**School Generated Funds Revenue**

**Amortization of Deferred Capital Contribution**

**Total Operating Revenue**

**Available for Compliance**

(Surplus) Deficit - Operating

Available for Compliance - Transfer from (to) Internally Reserve

**Total (Surplus) Deficit Available for Compliance**

**Unavailable for Compliance**

Unavailable for Compliance (PSAB Adjustment)

Amortization of EFB - Retirement/Health/Dental/Life Insurance

Committed Sinking Fund Interest Earned Adj

Committed Capital Projects Adj

Unavailable for Compliance (Increase) Decrease in School Generated Funds

Revenues Recognized for Land

**Total Unavailable for Compliance (Surplus)**

**Total Annual (Surplus) Deficit**

**Total Revenue After PSAB Adjustment**

Month vs Prior Month					Material Variance Note	Month vs Prior Year Month					Material Variance Note
October 31, 2021	September 30, 2021					October 31, 2021	October 31, 2020				
Actuals	Actuals	\$	Percent			Actuals	Actuals	\$	Percent		
(in PSAB Format)	(in PSAB Format)	Change	Change			(in PSAB Format)	(in PSAB Format)	Change	Change		
<b>OPERATING REVENUE</b>											
<b>Province of Ontario</b>											
Legislative Grants	\$ 28,456,323	\$ 43,819,262	\$ (15,362,939)	-35.1%	1	\$ 28,456,323	\$ 28,311,728	\$ 144,595	0.5%	7	
Municipal Taxes	6,522,299	5,367,093	1,155,206	21.5%	2	6,522,299	-	6,522,299	652229873.0%	8	
	34,978,621	49,186,355	(14,207,734)	-28.9%		34,978,621	28,311,728	6,666,893	123.5%		
<b>Other Provincial Grants</b>											
Prior Year Grant Adjustment - Operating	(5,636)	-	(5,636)	-563600.0%		(5,636)	341,473	(347,109)	-101.7%	9	
Other Provincial Grants	31,456	769,162	(737,706)	-95.9%	3	31,456	48,140	(16,685)	-34.7%		
	25,820	769,162	(743,342)	-96.6%		25,820	389,613	(363,794)	6.6%		
<b>Other Revenue</b>											
Government of Canada	1,011	894	117	13.1%		1,011	-	1,011	101097.0%		
Tuition Fees	2,098	1,227,894	(1,225,796)	-99.8%	4	2,098	(32,366)	34,463	-106.5%		
Use of Schools/Rentals	149,011	109,071	39,940	36.6%		149,011	70,058	78,953	112.7%		
Cafeteria/Vending Funds/Uniform Commissions	1,358	1,804	(446)	-24.7%		1,358	1,494	(136)	-9.1%		
Interest Revenue	5,026	10,996	(5,970)	-54.3%		5,026	12,726	(7,700)	-60.5%		
Donations	71,300	-	71,300	7130000.0%		71,300	(1,192)	72,492	-6080.1%		
Miscellaneous Recoveries	-	29,731	(29,731)	-100.0%		-	45,736	(45,736)	-100.0%		
Recoveries - Secondments	28,251	-	28,251	2825092.0%		28,251	130,039	(101,788)	-78.3%	10	
Plant Revenue	4,144	4,017	126	3.1%		4,144	20,885	(16,741)	-80.2%		
Miscellaneous Revenue	913	3,556	(2,642)	-74.3%		913	30	883	2944.4%		
EDC Revenue	652,241	-	652,241	65224144.0%	5	652,241	1,741,044	(1,088,803)	-62.5%	11	
	915,353	1,387,962	(472,610)	-34.1%		915,353	1,988,454	(1,073,102)	46.0%		
<b>School Generated Funds Revenue</b>	887,725	410,222	477,503	116.4%	6	887,725	168,810	718,916	425.9%	12	
<b>Amortization of Deferred Capital Contribution</b>	1,631,822	1,631,822	-	0.0%		1,631,822	1,508,054	123,768	8.2%	13	
<b>Total Operating Revenue</b>	<b>38,439,341</b>	<b>53,385,523</b>	<b>(14,946,182)</b>	<b>-28.0%</b>		<b>38,439,341</b>	<b>32,366,659</b>	<b>6,072,682</b>	<b>18.8%</b>		
<b>Available for Compliance</b>											
(Surplus) Deficit - Operating	-	-	-	0.0%		-	-	-	0.0%		
Available for Compliance - Transfer from (to) Internally Reserve	-	-	-	0.0%		-	-	-	0.0%		
<b>Total (Surplus) Deficit Available for Compliance</b>	-	-	-	0.0%		-	-	-	0.0%		
<b>Unavailable for Compliance</b>											
Unavailable for Compliance (PSAB Adjustment)	-	-	-	0.0%		-	-	-	0.0%		
Amortization of EFB - Retirement/Health/Dental/Life Insurance	-	-	-	0.0%		-	-	-	0.0%		
Committed Sinking Fund Interest Earned Adj	-	-	-	0.0%		-	-	-	0.0%		
Committed Capital Projects Adj	-	-	-	0.0%		-	-	-	0.0%		
Unavailable for Compliance (Increase) Decrease in School Generated Funds	-	-	-	0.0%		-	-	-	0.0%		
Revenues Recognized for Land	-	-	-	0.0%		-	-	-	0.0%		
<b>Total Unavailable for Compliance (Surplus)</b>	-	-	-	0.0%		-	-	-	0.0%		
<b>Total Annual (Surplus) Deficit</b>	-	-	-	0.0%		-	-	-	0.0%		
<b>Total Revenue After PSAB Adjustment</b>	<b>\$ 38,439,341</b>	<b>\$ 53,385,523</b>	<b>\$ (14,946,182)</b>	<b>-28.0%</b>		<b>\$ 38,439,341</b>	<b>\$ 32,366,659</b>	<b>\$ 6,072,682</b>	<b>18.8%</b>		

**Halton Catholic District School Board**  
**Revenue**  
**2021/2022 Monthly Financial Reporting**  
**October 2021**

**Material Variance Explanation**

Month vs Prior Month

1. Legislative Grants - Decrease due to the monthly ministry allocation variation (8.3% for October vs 13% for September)
2. Municipal Taxes - Decrease due to the timing of municipal tax payments. Municipalities are required to make installments by March 31st, June 30th, September 30th and December 15th each year. Payments were received from Halton Hills and Milton on October 1st.
3. Other Provincial Grants - Decrease due to the timing of receipt of PPFs. Investment in system priorities, renewed math strategy, OYAP, after school skills development, PRO grant, safe and accepting schools, innovation in learning fund received in September 2021. LBS grant received in October 2021.
4. Tuition Fees - Decrease due to the timing of recognizing revenue for international student tuition. Tuition collected in advance of the start of the 2021-22 school year were recognized as revenue with the start of school in September 2021.
5. EDC Revenue - Increase due to the timing of receipt of EDC revenue from Oakville, Halton Hills and Milton.
6. School Generated Funds - Increase due to timing of funds received by elementary schools compared to September.

Month vs Prior Year Month

7. Legislative Grants - Increase due to increased funding in 2021-22 compared to 2020-21.
8. Municipal Taxes - Increase due to the timing of municipal tax payments. September payments were received from Halton Hills and Milton on October 1st 2021.
9. Prior Year Grant Adjustment - Operating - Decrease due to Ministry adjustment received in October 2020 based on 2018-19 FS review.
10. Recoveries - Secondments - Decrease due to the payment terms of agreements and the timing of processing secondment invoices.
11. EDC Revenue - Decrease due to the timing of receipt of EDC revenue from the four municipalities. 2020-21 EDC revenue is lower from the City of Burlington in 2021.
12. School Generated Funds - Increase due to timing of funds received, primarily at the Secondary schools.
13. Amortization of Deferred Capital Contribution - Increased due to more capital assets in 2021-22 compared to 2020-21 funded by the Ministry.

**Halton Catholic District School Board**  
**Expense**  
**2021/2022 Monthly Financial Reporting**  
**October 2021**

Appendix D

**Classroom Instruction**

Classroom Teachers	39,198,767	238,785,076	199,586,309	16.4%
Occasional Teachers	819,835	6,671,400	5,851,565	12.3%
Educational Assistants	4,277,208	25,397,261	21,120,053	16.8%
Early Childhood Educators (E.C.E) and Supply	1,479,141	8,839,122	7,359,981	16.7%
Textbooks & Classroom Supplies	1,146,770	7,296,168	6,149,398	15.7%
Computers	169,093	1,699,776	1,530,683	9.9%
Professionals, Paraprofessionals & Technical	3,021,432	17,516,446	14,495,013	17.2%
Library and Guidance	971,876	6,069,800	5,097,924	16.0%
Staff Development	202,776	3,432,926	3,230,150	5.9%
Department Heads	83,374	602,400	519,026	13.8%

**Subtotal Classroom Instruction**

**Non Classroom - School Support Services**

School Administration	4,479,064	22,527,950	18,048,887	19.9%
Coordinators and Consultants	668,650	4,841,940	4,173,290	13.8%
Continuing Education	849,619	6,550,245	5,700,626	13.0%
<b>Subtotal School Support Services</b>	<b>5,997,332</b>	<b>33,920,135</b>	<b>27,922,803</b>	<b>17.7%</b>

**Recoverable Expenses**

**Other Non Classroom**

Board Administration	1,913,778	13,086,874	11,173,096	14.6%
Transportation	-	10,692,530	10,692,530	0.0%

**Subtotal Other Non Classroom**

**Pupil Accommodation**

School Operations and Maintenance	3,050,298	34,637,509	31,587,211	8.8%
Other Pupil Accommodation	1,403,680	10,615,246	9,211,566	13.2%

**Subtotal Pupil Accommodations**

**Other**

Other Non-operating expenses	5,992	47,375	41,383	12.6%
Provision for Contingencies	-	-	-	0.0%

**School Generated Funds expenses**

**Amortization expense**

**Total Expenses Before PSAB Adjustments**

**PSAB Adjustments**

Increase in Employee Future Benefits	-	(458,217)	(458,217)	0.0%
(Decrease) in Accrued Interest on Debentures	-	(202,975)	(202,975)	0.0%

**Total PSAB Adjustment**

**Total Expenses After PSAB Adjustments**

Year to Date					Year to Date vs Prior Year to Date					Material Variance Note
October 31, 2021 Actuals (in PSAB Format)	2021/2022 Original Estimates (in PSAB Format)	2021/2022 Remaining Balance	Percent Spent		October 31, 2021 Actuals	October 31, 2020 Actuals	\$ Change	Percent Change		
<b>Classroom Instruction</b>										
Classroom Teachers	39,198,767	238,785,076	199,586,309	16.4%	39,087,956	35,905,122	3,182,835	9%	1	
Occasional Teachers	819,835	6,671,400	5,851,565	12.3%	819,835	864,577	(44,742)	-5%		
Educational Assistants	4,277,208	25,397,261	21,120,053	16.8%	4,277,208	4,418,383	(141,175)	-3%	2	
Early Childhood Educators (E.C.E) and Supply	1,479,141	8,839,122	7,359,981	16.7%	1,479,141	1,639,045	(159,904)	-10%	3	
Textbooks & Classroom Supplies	1,146,770	7,296,168	6,149,398	15.7%	1,146,770	1,572,467	(425,697)	-27%	4	
Computers	169,093	1,699,776	1,530,683	9.9%	169,093	323,328	(154,236)	-48%	5	
Professionals, Paraprofessionals & Technical	3,021,432	17,516,446	14,495,013	17.2%	3,021,432	3,000,160	21,273	1%		
Library and Guidance	971,876	6,069,800	5,097,924	16.0%	971,876	1,029,830	(57,954)	-6%		
Staff Development	202,776	3,432,926	3,230,150	5.9%	202,776	282,303	(79,527)	-28%		
Department Heads	83,374	602,400	519,026	13.8%	194,185	188,176	6,009	3%		
<b>Subtotal Classroom Instruction</b>	<b>51,370,273</b>	<b>316,310,375</b>	<b>264,940,102</b>	<b>16.2%</b>	<b>51,370,273</b>	<b>49,223,391</b>	<b>2,146,882</b>	<b>4.4%</b>		
<b>Non Classroom - School Support Services</b>										
School Administration	4,479,064	22,527,950	18,048,887	19.9%	4,479,064	3,811,609	667,455	18%	6	
Coordinators and Consultants	668,650	4,841,940	4,173,290	13.8%	668,650	677,777	(9,127)	-1%		
Continuing Education	849,619	6,550,245	5,700,626	13.0%	849,619	964,417	(114,798)	-12%	7	
<b>Subtotal School Support Services</b>	<b>5,997,332</b>	<b>33,920,135</b>	<b>27,922,803</b>	<b>17.7%</b>	<b>5,997,332</b>	<b>5,453,802</b>	<b>543,530</b>	<b>10.0%</b>		
<b>Recoverable Expenses</b>	<b>238,003</b>	<b>1,316,700</b>	<b>1,078,697</b>	<b>18.1%</b>	<b>238,003</b>	<b>169,506</b>	<b>68,497</b>	<b>40.4%</b>		
<b>Other Non Classroom</b>										
Board Administration	1,913,778	13,086,874	11,173,096	14.6%	1,913,778	2,239,646	(325,868)	-15%	8	
Transportation	-	10,692,530	10,692,530	0.0%	-	16,311	(16,311)	-100%		
<b>Subtotal Other Non Classroom</b>	<b>1,913,778</b>	<b>23,779,404</b>	<b>21,865,626</b>	<b>8.0%</b>	<b>1,913,778</b>	<b>2,255,957</b>	<b>(342,179)</b>	<b>-15.2%</b>		
<b>Pupil Accommodation</b>										
School Operations and Maintenance	3,050,298	34,637,509	31,587,211	8.8%	3,050,298	3,915,988	(865,690)	-22%	9	
Other Pupil Accommodation	1,403,680	10,615,246	9,211,566	13.2%	1,403,680	1,593,126	(189,447)	-12%	10	
<b>Subtotal Pupil Accommodations</b>	<b>4,453,977</b>	<b>45,252,755</b>	<b>40,798,777</b>	<b>9.8%</b>	<b>4,453,977</b>	<b>5,509,114</b>	<b>(1,055,137)</b>	<b>-19.2%</b>		
<b>Other</b>										
Other Non-operating expenses	5,992	47,375	41,383	12.6%	5,992	175,583	(169,591)	-97%	11	
Provision for Contingencies	-	-	-	0.0%	-	-	-	0%		
	<b>5,992</b>	<b>47,375</b>	<b>41,383</b>	<b>12.6%</b>	<b>5,992</b>	<b>175,583</b>	<b>(169,591)</b>	<b>-96.6%</b>		
<b>School Generated Funds expenses</b>	<b>302,071</b>	<b>5,000,000</b>	<b>4,697,929</b>	<b>6.0%</b>	<b>302,071</b>	<b>722,506</b>	<b>(420,435)</b>	<b>-58.2%</b>	12	
<b>Amortization expense</b>	<b>3,506,007</b>	<b>21,036,040</b>	<b>17,530,033</b>	<b>16.7%</b>	<b>3,506,007</b>	<b>3,192,527</b>	<b>313,480</b>	<b>9.8%</b>	13	
<b>Total Expenses Before PSAB Adjustments</b>	<b>\$ 67,787,434</b>	<b>\$ 446,662,784</b>	<b>\$ 378,875,350</b>	<b>15.2%</b>	<b>\$ 67,787,434</b>	<b>\$ 66,702,386</b>	<b>\$ 1,085,048</b>	<b>1.6%</b>		
<b>PSAB Adjustments</b>										
Increase in Employee Future Benefits	-	(458,217)	(458,217)	0.0%	-	-	-	0%		
(Decrease) in Accrued Interest on Debentures	-	(202,975)	(202,975)	0.0%	-	-	-	0%		
<b>Total PSAB Adjustment</b>	<b>\$ -</b>	<b>\$ (661,192)</b>	<b>\$ (661,192)</b>	<b>0.0%</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>		
<b>Total Expenses After PSAB Adjustments</b>	<b>\$ 67,787,434</b>	<b>\$ 446,001,592</b>	<b>\$ 378,214,158</b>	<b>15.2%</b>	<b>\$ 67,787,434</b>	<b>\$ 66,702,386</b>	<b>\$ 1,085,048</b>	<b>1.6%</b>		

**Halton Catholic District School Board**  
**Expense**  
**2021/2022 Monthly Financial Reporting**  
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**Appendix D**

**Material Variance Explanation**

1. Classroom Teachers - Increase due to timing of retro pay reversal in 2020-21 and due to additional teachers, teacher salary grid movement and the annual 1% cost of living increase as negotiated as part of the collective agreements.
2. Educational Assistants - Decrease due to ELHT expense being recorded in a general account and not reallocated across benefit expense accounts in 2021-22 compared to 2020-21.
3. Early Childhood Educators (ECE) - Decrease due to less E.C.Es for 2021-22 compared to 2020-21 and ELHT benefit expenses being recorded in a general account and not reallocated across benefit expense accounts.
4. Textbooks & Classroom Supplies - Decrease due to timing of F&E purchases, materials, licenses, subscriptions and school supplies.
5. Computers - Decreased due to less computer equipment purchases required in 2021 compared to 2020 to accommodate virtual learning.
6. School Administration - Increase due to ELHT expense being recorded in a general account and not reallocated across various benefit expense accounts in 2021 compared to 2020.
7. Continuing Education - Decrease due to the MOLE program ending as of 2020-21 and ELHT expenses being recorded in a general account and not reallocated across benefit expense accounts in 2021-22 compared to 2020-21.
8. Board Administration - Decrease due to no Broadband Modernization expenses incurred in 2021 vs. 2020. Decrease also due to the timing of receipt and processing 2021-22 software licenses compared to 2020-21.
9. School Operations and Maintenance - Decrease in supplies and services due to the timing of invoice processing. Significant COVID-19 purchase were made in September and October 2020 compared to 2021. In addition, decrease in benefits due to ELHT expense being recorded in a general account and not reallocated across various benefit expense accounts in 2021 compared to 2020.
10. Other Pupil Accommodation - Interest Charges on Capital - Decrease due to the debt principal balance being \$13M lower in 2021-22 compared to 2020-21.
11. Other non-operating - Decrease due to the timing of COVID-19 personal protective equipment purchases and corresponding payment processing in September 2020.
12. School Generated Funds - Decrease due to timing of expenses processed in 2021-22 compared to 2020-21. In September and October 2020 there were more purchases of computer equipment to address technology needs at schools.
13. Amortization - Increased due to more capital assets in 2021-22 compared to 2020-21.

**Halton Catholic District School Board**  
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**2021/2022 Monthly Financial Reporting**  
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Appendix D

	Month vs Prior Month				Material Variance Note	Month vs Prior Year Month				Material Variance Note
	October 31, 2021 Actuals	September 30, 2021 Actuals	\$ Change	Percent Change		October 31, 2021 Actuals	October 31, 2020 Actuals	\$ Change	Percent Change	
<b>Classroom Instruction</b>										
Classroom Teachers	18,302,383	20,785,574	(2,483,191)	-12%	1	18,302,383	17,498,689	803,694	5%	16
Occasional Teachers	704,605	115,230	589,375	511%	2	704,605	849,316	(144,711)	-17%	17
Educational Assistants	3,194,262	1,082,946	2,111,316	195%	3	3,194,262	3,264,728	(70,466)	-2%	
Early Childhood Educators (E.C.E) and Supply	1,119,088	360,053	759,035	211%	4	1,119,088	1,251,768	(132,680)	-11%	18
Textbooks & Classroom Supplies	858,848	287,922	570,927	198%	5	858,848	971,621	(112,773)	-12%	19
Computers	(278,029)	447,122	(725,152)	-162%	6	(278,029)	134,405	(412,434)	-307%	20
Professionals, Paraprofessionals & Technical	2,316,901	704,531	1,612,370	229%	7	2,316,901	1,969,286	347,615	18%	21
Library and Guidance	596,491	375,385	221,107	59%	8	596,491	636,754	(40,262)	-6%	
Staff Development	167,423	35,353	132,069	374%	9	167,423	86,775	80,647	93%	
Department Heads	93,707	100,478	(6,771)	-7%		93,707	80,126	13,581	17%	
<b>Subtotal Classroom Instruction</b>	<b>27,075,678</b>	<b>24,294,594</b>	<b>2,781,084</b>	<b>11.4%</b>		<b>27,075,678</b>	<b>26,743,468</b>	<b>332,211</b>	<b>1.2%</b>	
<b>Non Classroom - School Support Services</b>										
School Administration	2,945,654	1,533,410	1,412,243	92%	10	2,945,654	2,634,832	310,822	12%	22
Coordinators and Consultants	374,825	293,825	81,000	28%		374,825	364,418	10,407	3%	
Continuing Education	574,778	274,840	299,938	109%	11	574,778	664,320	(89,542)	-13%	
<b>Subtotal School Support Services</b>	<b>3,895,257</b>	<b>2,102,076</b>	<b>1,793,181</b>	<b>85.3%</b>		<b>3,895,257</b>	<b>3,663,570</b>	<b>231,687</b>	<b>6.3%</b>	
<b>Recoverable Expenses</b>	<b>130,997</b>	<b>107,006</b>	<b>23,992</b>	<b>22.4%</b>		<b>130,997</b>	<b>83,866</b>	<b>47,131</b>	<b>56.2%</b>	
<b>Other Non Classroom</b>										
Board Administration	1,228,186	685,592	542,594	79%	12	1,228,186	1,195,039	33,147	3%	
Transportation	-	-	-	0%		-	10,586	(10,586)	-100%	
<b>Subtotal Other Non Classroom</b>	<b>1,228,186</b>	<b>685,592</b>	<b>542,594</b>	<b>79.1%</b>		<b>1,228,186</b>	<b>1,205,625</b>	<b>22,561</b>	<b>1.9%</b>	
<b>Pupil Accommodation</b>										
School Operations and Maintenance	1,998,030	1,052,268	945,762	90%	13	1,998,030	3,336,904	(1,338,875)	-40%	23
Other Pupil Accommodation	1,043,216	360,464	682,751	189%	14	1,043,216	1,336,741	(293,525)	-22%	24
<b>Subtotal Pupil Accommodations</b>	<b>3,041,245</b>	<b>1,412,732</b>	<b>1,628,513</b>	<b>115.3%</b>		<b>3,041,245</b>	<b>4,673,645</b>	<b>(1,632,400)</b>	<b>-34.9%</b>	
<b>Other</b>										
Other Non-operating expenses	5,884	108	5,776	5348%		5,884	44,630	(38,745)	-87%	
Provision for Contingencies	-	-	-	0%		-	-	-	0%	
	<b>5,884</b>	<b>108</b>	<b>5,776</b>	<b>5348.0%</b>		<b>5,884</b>	<b>44,630</b>	<b>(38,745)</b>	<b>-86.8%</b>	
<b>School Generated Funds expenses</b>	<b>264,289</b>	<b>37,782</b>	<b>226,507</b>	<b>599.5%</b>	15	<b>264,289</b>	<b>399,506</b>	<b>(135,217)</b>	<b>-33.8%</b>	25
<b>Amortization expense</b>	<b>1,753,003</b>	<b>1,753,003</b>	<b>-</b>	<b>0.0%</b>		<b>1,753,003</b>	<b>1,596,264</b>	<b>156,740</b>	<b>9.8%</b>	26
<b>Total Expenses Before PSAB Adjustments</b>	<b>\$ 37,394,541</b>	<b>\$ 30,392,893</b>	<b>\$ 7,001,648</b>	<b>23.0%</b>		<b>\$ 37,394,541</b>	<b>\$ 38,410,573</b>	<b>\$ (1,016,032)</b>	<b>-2.6%</b>	
<b>PSAB Adjustments</b>										
Increase in Employee Future Benefits	-	-	-	0%		-	-	-	0%	
(Decrease) in Accrued Interest on Debentures	-	-	-	0%		-	-	-	0%	
<b>Total PSAB Adjustment</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>	
<b>Total Expenses After PSAB Adjustments</b>	<b>\$ 37,394,541</b>	<b>\$ 30,392,893</b>	<b>\$ 7,001,648</b>	<b>23.0%</b>		<b>\$ 37,394,541</b>	<b>\$ 38,410,573</b>	<b>\$ (1,016,032)</b>	<b>-2.6%</b>	



**Halton Catholic District School Board**  
**Expense**  
**2021/2022 Monthly Financial Reporting**  
**October 2021**

**Material Variance Explanation**

Month vs Prior Month

1. Classroom Teachers - Decrease due to the timing of pay periods in each month. There were two pay periods in October 2021 vs. three pay period in September 2021. This decrease partially offset by the reversal of the 2020-21 yearend accrual. The result is an additional 3 days paid in September 2021 compared to October 2021.
2. Occasional Teachers - Increase due to the timing of pay periods in each month and the number of occasional days worked. There were two pay periods in October 2021 vs. one pay periods in September 2021.
3. Educational Assistants - Increase due to the timing of pay periods in each month. There were three pay periods in October 2021 vs. one pay period in September 2021.
4. Early Childhood Educators (ECE) - Increase due to the timing of pay periods in each month. There were three pay periods in October 2021 vs. one pay period in September 2021.
5. Textbooks & Classroom supplies - Increase due to the timing of annual licensing agreement renewals.
6. Computers - Decrease due to the reallocation of PowerSchool software license to professionals, paraprofessionals & technical grouping in October 2021.
7. Professionals, Paraprofessionals & Technical - Increase in salaries and wages due to three pay periods in October 2021 vs. two pay period in September 2021. Increase also due to the reversal of year end salary accrual for 2020-21 that was reversed in September 2021. Increase in supplies due to the timing of annual software license renewal (Sparkrock) and the reallocation of the PowerSchool license from the computers category.
8. Library and Guidance - Increase due to the timing of pay periods in each month. There were three pay periods in October 2021 vs. two pay periods in September 2021.
9. Staff Development - Increase due to the timing of PD held for teachers related to health and safety, math AQ, and after school skills development program.
10. School Administration - Increase due to ELHT expense being recorded in a general account attached to school administration and not reallocated across benefit expense accounts in 2021-22.
11. Continuing Education - Increase due to three pay periods for con-ed teachers in October 2021 vs. one pay period in September 2021.
12. Board Administration - Increase in salaries and wages due to three pay periods in October 2021 vs. two pay period in September 2021. Increase also due to the reversal of year end salary accrual for 2020-21 in September 2021.
13. School Operations - Increase due to timing of invoice processing for HVAC maintenance services and monthly cleaning charges.
14. Other Pupil Accommodation - Interest Charges on Capital - Increase due to a debt installment due and paid in October 2021.
15. School Generated Funds - Increased due to the timing of processing of September purchases in October 2021.

Month vs Prior Year Month

16. Classroom Teachers - Increase due to additional teachers, teacher salary grid movement and the annual 1% cost of living increase as negotiated as part of their collective agreements.
17. Occasional Teachers - Decrease due to the number of occasional days worked in October 2021 compared to October 2020 at elementary schools.
18. Early Childhood Educators (ECE) - Decrease due to less ECEs for 2021-22 compared to 2020-21 and ELHT benefit expenses being recorded in a general account and not reallocated across benefit expense accounts.
19. Textbooks & Classroom Supplies - Decrease due to the timing of annual licensing agreement renewals primarily from math and French.
20. Computers - Decrease due to the reallocation of PowerSchool software license to professionals, paraprofessionals & technical grouping in October 2021.
21. Professionals, Paraprofessionals & Technical - Increase also due to the timing of annual software license renewal (Sparkrock and KEV) and the reallocation of the PowerSchool license from the computers category.
22. School Administration - Increase due to ELHT expense being recorded in a general account attached to school administration and not reallocated across benefit expense accounts in 2021-22.
23. School Operations - Decrease in salary and benefits due to two pay periods in October 2021 compared to three pay periods in October 2020 combined with ELHT expenses being recorded in a separate benefit account rather than reallocated across all benefit accounts in 2021-22. Decrease also the result of the timing of supply purchases related to COVID-19.
24. Other Pupil Accommodation - Interest Charges on Capital - Decrease due to lower principal balance on debt due in October 2021 compared to October 2020.
25. School Generated Funds - Decrease due to timing of expenses processed in 2021-22 compared to 2020-21. In October 2020 there were more purchases of computer equipment to address technology needs at schools.
26. Amortization - Increased due to more capital assets in 2021-22 compared to 2020-21.



<p><b>International Student Program Networking Events –</b>  <b>ICEF Berlin October 31 – November 3, 2021</b>  <b>ICEF Miami December 6 – 8, 2021</b></p>	<p>Item 11.4</p>
<p>Tuesday, December 7, 2021</p>	

### Alignment to Strategic Plan

This report is linked to our strategic priority of **Belonging: Embracing relationships & sustaining safe, welcoming schools.**

### Purpose

The Halton Catholic District School Board (HCDSB) continues to actively recruit international students. In June 2015, the Ministry of Education released a strategy for international education in Ontario. One of the overriding intentions of the strategy and goals is to internationalize our schools for all students, preparing them for global citizenship and competencies in the 21<sup>st</sup> Century. In trying to address this strategy, HCDSB had made a commitment to attend International Fairs and Recruitment Workshops that will increase a diverse student population. Without a doubt, diversification and targeting different countries will sustain our long-term goal of increasing the enrolment of international students in our schools.

Furthermore, this strategy provides our own students with the global competencies, knowledge, and experiences they need to participate and succeed in a connected worldwide economy. With an expanded awareness of the world and senses of global citizenship our students will be able to appreciate and understand other cultures and countries.

### Background Information

Student recruitment has become an important element in the marketing strategies of all educational institutions. International Conference for Education Fairs (ICEF) enables educators to connect with qualified recruitment agents, as well as with other educators and service providers. Canada continues to be a top study destination with broad international appeal across all educational sectors, K-12 education and post secondary. The ICEF Berlin Workshop is the biggest event, designed to help engage with all partners, access the latest in market intelligence and enhance global networking.

### Comments

Berlin 2021, October 31 – November 3, was the world's largest networking event for the international education community. As the first ICEF hybrid event, it set a new benchmark for the future of networking in the global education community. It welcomed 1,774 participants, with 880



**Item 11.4 | International Student Program –**  
ICEF Berlin October 31 – November 3, 2021  
ICEF Miami December 6 – 8, 2021 Networking Events

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agents, and over 500 providers, from over 120 countries. HCDSB was one of four publicly funded school boards from Ontario. During the three days, the HCDSB conducted 37 in-person meetings, and five virtual meetings with agencies from Albania, Brazil, Chili, Columbia, Czech Republic, Ecuador, France, Germany, Italy, Poland, Portugal, Russia, Serbia, Spain, Switzerland, United Kingdom and Ukraine.

The Miami 2021, December 6 – 8, hybrid event was changed to an exclusively virtual setting and rescheduled to December 14 – 16, 2021. Therefore, the trip abroad was cancelled, and the registration fees were credited toward the Toronto, May 13 – 15, 2022, hybrid event. No travel expenses were incurred.

## Conclusion

HCDSB's International Education strategy continues to focus on recruiting students from different regions of the world. The ICEF Berlin Workshop allowed for the opportunity to discuss HCDSB with many diverse agents and educators. Agents were very impressed with our Board, and we are continuing to correspond in building relationships and partnerships. Five agent agreements have already been completed and we anticipate further partnerships as weeks and months progress in our continued collaboration. It was a pleasure and privilege to represent HCDSB in sharing our outstanding achievements and Catholic learning environment.

**Report Prepared by:** A. Cordeiro  
Superintendent of Education

**Report Submitted by:** A. Cordeiro  
Superintendent of Education

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



## Regular Board Meeting

## Information Report

School Drinking Water Lead Content Test Results 2021	Item 11.5
December 7, 2021	

### Alignment to Strategic Plan

This report is linked to our strategic priority of **Belonging: Embracing relationships & sustaining safe, welcome schools.**

### Purpose

To provide the Board with information on the *Safe Drinking Water Act*, Regulation 243/07, and report the 2021 drinking water lead content results for the Board's schools.

### Background Information

The purpose of the *Safe Drinking Water Act*, Regulation 243/07, is to provide increased protection for children vulnerable to the effects of lead, particularly children under 18 years of age.

Ontario Regulation 243/07 came into effect on June 7, 2007 for Schools, Private Schools and Day Nurseries and was amended on December 14, 2009 (O. Reg. 417/09). In an attempt to further reduce children's exposure to lead in drinking water, the Ministry of Environment and Climate Change (MOECC) further amended Regulation 243/07 on July 1, 2017, significantly increasing the scope of testing required by school boards and other facilities serving children under the age of 18, such as childcares.

Per the amended Regulations, a minimum of one third of all fixtures used for drinking water in an elementary school or childcare were to be tested in each of 2017, 2018 and 2019, and fully completed by January 1, 2020. For secondary schools, all drinking water fixtures must be tested before January 1, 2022. Also in accordance with the Regulation, sampling and testing must take place between May 1<sup>st</sup> and October 31<sup>st</sup>, each year. HCDSB completed this testing at all schools Board-wide by the summer of 2019, with additional testing conducted in 2020 and 2021 at any new facilities, or existing buildings with new additions or fixtures installed.

The basic reporting structure remains the same under the amended Regulation 243/07. When a drinking water fixture is tested and the concentration of lead is found in excess of the water quality standard set forth in the regulation – greater than 10 micrograms/L – a Notice of Exceedance with any remedial actions is sent by the Board to the Regional Health Department, the Ministry of Education, the MOECC, and all other stakeholders. Depending on the location and severity of the exceedance, remedial actions may



include flushing the school's fixtures on a daily basis (instead of weekly, the minimum requirement for all schools), installing NSF certified filters, or replacing the fixture entirely and conducting further testing.

Conversely, if a drinking water fixture is found to be below 1 microgram/L of lead on the "standing" sample, the 2017 amended regulations now permit the fixture to be removed from the school's flushing plan. The MOECC added this provision under the Regulation to counter the higher water consumption (and cost) that has invariably resulted from the increased amount of testing.

In preparation for the changes to the *Safe Drinking Water Act*, Board staff commissioned water fixture surveys to be performed at every school in early 2017. These surveys documented all sources of water in the school on a floor plan, and – to the greatest extent possible – classified which water sources are to be used for drinking or food preparation. Only these "eligible" fixtures are tested under the *Safe Drinking Water Act*. Conversely, non-eligible fixtures have been identified by posting a "Handwash Only" sign nearby, to inform school staff and students that these fixtures will not be tested within the aforementioned testing period. Facility Management Services staff continue to update these floor plans on a regular basis to ensure the proper fixtures are being flushed, at the required frequency.

Lastly, the amended regulations include additional requirements for custodians to record their flushing activities. These flushing logs are administered and maintained by Facility Management Services staff to ensure their accuracy.

## Comments

As in previous years, Facility Management Services staff work in cooperation with the Halton Region Health Department, the Ministry of the Environment, Conservation and Parks (MECP), and the Ministry of Education to ensure that drinking water standards are maintained at all of our schools. Furthermore, Facility Management Services has coordinated with the various childcare operators to ensure their minimum testing requirements were also achieved.

From May to October 2021, samples were taken at drinking water fixtures in all of the Board's elementary and secondary schools that remain on an annual testing cycle. In addition, some schools that are on a reduced sampling frequency were also tested again in 2021. All water samples were then sent to Bureau Veritas Labs in Mississauga for lead content testing. The laboratory testing indicated that the lead content of the drinking water samples was in compliance with the *Safe Drinking Water Act*, Ontario Regulation 243/07. For the first time since the regulations were brought into effect in 2007, not a single lead exceedance was recorded in any of this year's water samples.

In the past three years, Facility Management Services have also received approval from the MECP to reduce the annual water sampling frequency to once every three years at 54 schools. Only schools where all drinking fixtures have been tested – and no exceedances found for 2 years – are eligible to be put on a reduced sampling plan. Due to the quality of the test results here at HCDSB, a vast majority of schools are now on reduced sampling.



Finally, some minor adjustments had to be made to the drinking water sampling and testing plan for 2020 & 2021 due to the COVID-19 pandemic. The *HCDSB Return to School Plan 2021-22* requires that all drinking fountains Board-wide remain covered and inoperable. While all existing drinking fountains have already been tested for lead between 2017 and 2019, any new fountains installed in the last 24 months could not be sampled for lead as a result. Where present however, an adjacent (motion-activated) water bottle filling spout was sampled, which provides some measure of lead content data for that area. In all cases, the lab results have shown lead concentrations well below the provincial threshold of 10 micrograms/L. If drinking fountains are made operable in 2022-23, all as-yet untested fountains will be sampled at that time.

The following schools will have daily flushing activities during the 2021-22 school year, due to an exceedance prior to 2021. All other schools will be on a weekly flushing schedule.

**Table 1 - Schools with Daily Flushing for 2021-22 School Year**

SCHOOL	EXCEEDANCE HISTORY	FLUSHING REQUIREMENTS
<b>Notre Dame Catholic Secondary School</b>	Exceeded standard on standing and flushed sample in 2020.	Partial school flush daily for another 12 months minimum.
<b>Our Lady of Victory Catholic Elementary School</b>	Exceeded standard on standing and flushed sample in 2020.	Flush all school plumbing daily for another 12 months minimum.

Please refer to Appendix A for a school-by-school summary of the 2017-2021 drinking water testing.



## Conclusion

In accordance with the *Safe Drinking Water Act*, Ontario Regulation 243/07, drinking water testing was completed at all required schools from May to October 2021. No exceedances were found during the 2021 testing program, and consequently it is not necessary for the Board to supply alternate drinking water sources or install filters for lead in the schools.

The Board is in compliance with the requirements of the *Safe Water Drinking Act*.

The Board will continue to flush the drinking water at every school as per Regulation 243/07 for the 2021-22 school year. A cumulative summary of the 2017 through 2021 drinking water testing can be found in Appendix A of this Report and is posted on the Board's public website.

### Report Prepared by:

S. ALLUM  
MANAGER, SCHOOL ENERGY AND ENVIRONMENTAL

### Report Submitted by:

R. MERRICK  
SUPERINTENDENT, FACILITY MANAGEMENT SERVICES

### Report Approved by:

P. DALY  
DIRECTOR OF EDUCATION AND SECRETARY OF THE BOARD



## Appendix A – SCHOOL DRINKING WATER TESTING SUMMARY

SCHOOL	CHILD CARE (Y/N)	# OF EXCEEDANCES (IN 2021)	REMEDIATIONAL ACTIONS	FLUSHING FREQUENCY (2021-2022)	TOTAL NO. OF ELIGIBLE FIXTURES	TOTAL NO. OF FIXTURES TESTED	PERCENTAGE OF FIXTURES TESTED
ASCENSION	N	0		WEEKLY	10	10	100%
ASSUMPTION	N	0		WEEKLY	27	27	100%
BISHOP P. F. REDING	Y	0		WEEKLY	47	47	100%
CANADIAN MARTYRS	N	0		WEEKLY	16	16	100%
CHRIST THE KING	N	0		WEEKLY	30	30	100%
CORPUS CHRISTI	N	0		WEEKLY	31	31	100%
GUARDIAN ANGELS	N	0		WEEKLY	17	17	100%
HOLY CROSS	N	0		WEEKLY	12	12	100%
HOLY FAMILY	N	0		WEEKLY	10	9	90%
HOLY ROSARY (B)	N	0		WEEKLY	22	22	100%
HOLY ROSARY (M)	N	0		WEEKLY	17	17	100%
HOLY TRINITY	N	0		WEEKLY	34	34	100%
LUMEN CHRISTI	N	0		WEEKLY	22	22	100%
NOTRE DAME	N	0	2020 EXCEEDED FIXTURE STILL BEING FLUSHED DAILY	DAILY/WEEKLY	32	32	100%
OUR LADY OF FATIMA	N	0		WEEKLY	23	23	100%
OUR LADY OF PEACE	Y	0		WEEKLY	13	13	100%
OUR LADY OF VICTORY	N	0	SCHOOL STILL BEING FLUSHED DAILY DUE TO 2020 EXCEEDANCE	DAILY	12	12	100%
QUEEN OF HEAVEN	N	0		WEEKLY	12	12	100%
SACRED HEART OF JESUS	N	0		WEEKLY	17	17	100%
ST. ANDREW	N	0		WEEKLY	16	16	100%
ST. ANNE	N	0		WEEKLY	11	11	100%
ST. ANTHONY OF PADUA	N	0		WEEKLY	21	21	100%
ST. BENEDICT	N	0		WEEKLY	17	17	100%
ST. BERNADETTE	Y	0		WEEKLY	15	15	100%
ST. BRIGID	Y	0		WEEKLY	15	15	100%
ST. CATHERINE OF ALEXANDRIA	N	0		WEEKLY	18	18	100%
ST. CHRISTOPHER	Y	0		WEEKLY	15	15	100%
ST. DOMINIC	N	0		WEEKLY	23	22	96%
ST. ELIZABETH SETON	N	0		WEEKLY	16	16	100%
ST. FRANCIS OF ASSISI	N	0		WEEKLY	12	12	100%
ST. FRANCIS XAVIER	N	0		WEEKLY	24	24	100%
ST. GABRIEL	N	0		WEEKLY	20	20	100%
ST. GREGORY THE GREAT	Y	0		WEEKLY	22	22	100%
ST. IGNATIUS OF LOYOLA	N	0		WEEKLY	30	30	100%
ST. JOAN OF ARC	N	0		WEEKLY	17	17	100%
ST. JOHN (B)	N	0		WEEKLY	9	9	100%
ST. JOHN PAUL II	N	0		WEEKLY	21	21	100%
ST. JOSEPH (A)	N	0		WEEKLY	12	11	92%
ST. LUKE	Y	0		WEEKLY	12	12	100%
ST. MARGUERITE D'YOUVILLE	Y	0		WEEKLY	16	16	100%
ST. MARK	Y	0		WEEKLY	17	17	100%
ST. MARY	N	0		WEEKLY	17	17	100%
ST. MATTHEW	N	0		WEEKLY	9	9	100%
ST. MICHAEL	Y	0		WEEKLY	15	14	93%
ST. NICHOLAS	N	0		WEEKLY	15	15	100%
ST. PATRICK	N	0		WEEKLY	12	11	92%
ST. PAUL	N	0		WEEKLY	11	11	100%
ST. PETER	Y	0		WEEKLY	11	11	100%
ST. RAPHAEL	N	0		WEEKLY	14	14	100%
ST. SCHOLASTICA	N	0		WEEKLY	17	17	100%
ST. TERESA OF CALCUTTA	N	0		WEEKLY	20	20	100%
ST. THOMAS AQUINAS	N	0		WEEKLY	28	28	100%
ST. TIMOTHY	Y	0		WEEKLY	16	16	100%
ST. VINCENT	N	0		WEEKLY	14	14	100%
THOMAS MERTON ALC (OAKVILLE)	N	0		WEEKLY	30	30	100%
<b>TOTAL</b>		<b>0</b>		<b>TOTAL</b>	<b>1,012</b>	<b>1,007</b>	<b>99%</b>



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

Date: October 18, 2021  
Time: 7:00 pm  
Location: Virtual/In-Person Hybrid Meeting

<u>Members Present:</u>	T. Arruda-Newns (Electronically) G. Bergin V. Burany (Electronically) V. Chininea (Electronically) J. Crans (Electronically) N. Dinolfo M. Duarte (Electronically) L. Gallo (Electronically) D. Garell-Teti (Electronically) K. Kamau (Electronically) M. Lourenco (Electronically) V. Monaco T. O'Brien (Electronically) J. Santos S. Sywash (Electronically) Fr. D. Walter (Electronically)	<u>Guests:</u>  P. Daly A. Gonzalez (Electronically) A. Swinden
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Regrets: C. Bardwell

Chair: G. Bergin

Recording Secretary A. Brown

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### 1. Opening Prayer & HCDSB Land Acknowledgement

G. Bergin welcomed the committee at 7:02 p.m. Father Dave led the group with an opening prayer. Land Acknowledgement was played.

### 2. Approvals & Revisions

#### 2.1 Agenda

*Moved by: T. Arruda-Newns*

*Seconded by: J. Santos*

That, the agenda of the October 18, 2021 meeting be approved.

**CARRIED**

## 2.2 Minutes

*Moved by: J. Crans*

*Seconded by: J. Santos*

**That**, the minutes of the September 20, 2021 Catholic Parent Involvement Committee be approved.

**CARRIED**

## 3. Appointment of Community Representative

### 3.1 Candidate: Alexandra Gonzalez

Alexandra Gonzalez put her name forward for the role of community representative. She shared her background and experience.

*Moved by: M. Lourenco*

*Seconded by: J. Crans*

**That**, Alexandra Gonzalez is acclaimed as Community Representative of the Catholic Parent Involvement Committee for the 2021-2022 term.

## 4. Board Update (N. Dinolfo)

### 4.1 General update

- As we begin the third week of October we are thrilled to have been able to begin so many routines and activities that are part of our normal routine at school while still maintaining the health and safety protocols for COVID 19 in our schools. The health and safety of students and staff continue to be at the fore front of our planning, and we are so pleased that our schools have many of our students attending regularly and participating in many extracurricular opportunities.
- Most of our schools have met with the new Catholic School Councils and have chairs and cochairs in place, parish reps and OAPCE reps in place. All CSC are reviewing their bylaws and will be working their administrators on their School Generated Plan that will be submitted to their school Superintendent by November 30<sup>th</sup>.
- Our parish priests and youth ministers have been working collaboratively with the schools to have students participate in liturgies and masses and some with face to face visits with their priest at the school. Sacraments have taken place for Grade 3 and 8 students who did not have the opportunity to have First Reconciliation, First Communion, or Confirmation last year, throughout September and October. Grade 2 and 7 parents have received communication through the school and parishes for Sacramental prep this year. Through the deanery, all parishes have shared their Sacramental plan with the virtual school, St. Clare of Assisi and all virtual students will prepare for their Sacraments with their local parishes.

- *At the Secondary level, we are at the mid-point of the first Quadmester with midterm marks going out this week.*
- Competitive Interschool sports are up and running well with spectators attending at our outdoor football, field hockey, cross country, and golf program. Through the direction Halton Public Health, we will begin shortly to have spectators at our indoor Basketball and Volleyball program.
- Extracurricular clubs and activities are well under way and we look forward to beginning many of our traditional programs in the weeks and months ahead.
- At the October 5<sup>th</sup> Board Meeting, Director Daly shared with the system, As has been our long-standing practice, Subject Councils will continue to make collaborative and consistent decisions about the final evaluation format for each course, which **includes a culminating performance task and may include a final exam.**
- There is an expectation that in Senior College and University (Gr. 11 and 12 M, C and U) level courses, students will be given an opportunity to learn effective test-taking strategies and study habits and have the opportunity to practice these skills and receive feedback. Students will also be given the opportunity to participate in a timed assessment, such as a unit test, to help build the necessary skills for post-secondary.
- Schools are working through the effective strategies to deliver timed assessments that are equitable for both face-to-face and remote students.
- *At the elementary level,* routines are well established in the classrooms and through outdoor play. Thank you to parents for working collaboratively with the schools and their return to school plan.
- Many of our schools are beginning their fall fundraising campaign in consultation with their Catholic School Council which may include a hot lunch program, Halloween event, a school donation campaign. The plan for hot lunch programs or fundraising is unique to each school and done in collaboration with their parents. All are important for the many things' schools provide to their community.
- Educators now have a good understanding of student needs and program development and tasks are being executed to meet the needs of students, develop skills and close gaps.
- Each school has a plan to begin to have parent volunteers in the school to support as needed.
- Within each school, extracurricular programs clubs – peer groups, robotics, arts and music, sports etc. while maintaining the COVID protocols and cohorts. At this time, we are not running an interschool sports program and hopeful as the COVID conditions improve in Halton Region elementary interschool sports will later in the spring.
- Special Education Individual Education Plans will go home tomorrow electronically to parents.
- Our Curriculum central office team is working with our educators to provide ongoing PD to staff and are in our schools daily.
- All of our secondary schools are hosting virtual information nights for our Grade 8 parents over the next few weeks including a AP information Night and IB Information Night.
- In our schools our Special Education Educators through SERTs, Child and Youth Counsellors and Social Workers have a variety of programs running within the schools to meet the needs of all students.

*Questions for Superintendent Dinolfo were asked and answered.*

## **5. Trustee update (M. Duarte)**

### **5.1 General update**

A little bit of what Trustees are involved with ...

#### **At the September 21<sup>st</sup> Board meeting:**

- There was a delegation on “COVID Protocols” which was accepted as information.
- Two (2) recommended names for the Virtual school were put up by the school naming committee – St Clare of Assisi and Blessed Carlos Acutis. These names were forwarded to the Bishop for approval.
- Following policies brought forth from the Policy Committee and were approved:
  - Policy I-06 – Delegation to the Board
  - Policy I-19 – Occupational Health and safety
  - Policy I-46 – Correspondence to the Board of Trustees
  - Policy II-09 – Opening and closing exercises
  - Policy III-15 – Workplace Violence
  - Policy III-16 – Workplace discrimination & harassment
  - HCDSB Procedural Bylaws – Moving forward - In-Camera meetings start at 6.30 pm. Board meetings start at 7 pm and go upto 11 pm. After 11 pm, 2/3<sup>rd</sup> of Board members will need to be present to continue the meeting and after 11.30pm, it has to be unanimous.
- Following policies brought forth from Policy were NOT approved:
  - Rescind Policy IV-07 – Alternative arrangements for school facilities
  - Rescind Policy IV-08 – School sites and operating budgets

#### **At the October 5<sup>th</sup> Board meeting:**

- There was a delegation on “Supporting HCDSB’s Diverse Student Body” which was accepted as information.
- St Clare of Assisi was approved as the official name for our Virtual school and Bishop Crosby has given his approval.
- There was an action item for a review of the Procedural Bylaws to use the expertise of our Parliamentarian to make recommendations – This was approved. The recommendations will go to a future Policy meeting for discussion and debate.
- There was another action item on HCDSB attestation for Vaccination disclosure which did not pass. (Prefer not to disclose option to be added)

### **5.2 Upcoming Notable Items:**

- On Sept 22<sup>nd</sup>, OCSTA conducted a Leadership Speaker Series session by Fr. Penna from Alberta. This was a very powerful presentation and Fr talked about the gift of Catholic Education and our obligations as Trustees.
- On Oct 8<sup>th</sup>, Faith Day was celebrated across our system and some Trustees were part of the CEC Liturgy.
- The next talk in the OCSTA Catholic Education Leadership Speaker Series will be on November 29 by Justice Peter Lauwers

- As things settle down in schools with school councils now in place, Trustees will now be visiting school councils and schools visits that were stalled because of COVID.

*Questions for Trustee Duarte were asked and answered.*

## **6. Standing Items:**

### **6.1 OAPCE Update (D. Garell-Teti)**

- OAPCE Board of Directors meeting was held on October 3<sup>rd</sup>
- Another Board of Directors meeting on October 25<sup>th</sup> “new to role” training as there are many new OAPCE Directors from different boards
- Will be sending communication to OAPCE representatives on school councils to welcome them for this school year and provide information regarding the Commissioning Ceremony at the Council of Chairs meeting on November 3<sup>rd</sup>.
- Planning to have a “new to role” training for our Halton OAPCE reps. possibly on November 10<sup>th</sup>. Still in planning stages for this meeting.
- Virtual OAPCE events planned for the end of November for OAPCE reps and other interested parents.

### **6.2 CPIC Subcommittees**

#### **6.2.1 School Council Support Committee (T. Arruda-News/L. Gallo)**

- Copy of school council handbook with recommendations and comments sent to Chairs.
- Set up goals for subcommittee:
  - Get handbook out to everyone
  - Develop a virtual platform where school councils across the board can share best practices.
  - Help school councils communicate with each other on a smaller platform, with a focus on Family of Schools. “Parents Helping Parents” is the motto.
- Will continue to work on this throughout the year.

#### **6.2.2 Parent/Community/Parish Engagement Committee (J. Crans)**

- Discussed challenges with covid and not being able to gather, and how it is creating a barrier. Looking to create virtual social groups focused on connecting students to parish.
- Not many initiatives taking place at this moment as parishes are following covid protocols. Main goal is to get schools back to liturgy and families back to mass. Will continue to brainstorm.

#### **6.2.3 By-laws (G. Bergin)**

- Nothing to report at this time. Subcommittee will carry over the work on bylaws that was started last year.

### **6.3 CPIC Representation on Board Committees**

#### **6.3.1 Mental Health (J. Crans)**

- Nothing to report at this time.

#### **6.3.2 Home-School-Parish Partnership (V. Burany)**

- Nothing to report at this time.

#### **6.3.3 Walk with Jesus (T. Arruda-Newns)**

- Nothing to report at this time.

#### **6.3.4 Destreaming (J. Santos)**

- Nothing to report at this time.

#### **6.3.5 Equity Audit (J. Santos)**

- Nothing to report at this time.

### **7. Discussion Items:**

#### **7.1 Council of Chairs Meeting – November 3, 2021**

- reviewed some placeholders on draft Council of Chairs agenda
- Hoping to bring destreaming curriculum to Council of Chairs meeting, presented by Em Del Sordo, new Superintendent of Education
- HCDSB Strategic Plan is on hold. Not ready for stakeholder feedback, they will present at one of the Council of Chairs meeting when the committee is ready.
- Review financial SGF plans for schools with an opportunity to discuss.
- OAPCE Commissioning ceremony

The Chair called for a vote to extend the meeting. *CARRIED.*

#### **7.2 Voting Member Clarification**

- Discussion took place regarding some members of the committee and their positions, and if they have voting privileges.
- A review of past minutes to find if/how voting members have changed.

### **8. Other Business/Future Agenda Items**

- Catholic School Council Handbook

### **9. Closing Prayer**

- Father Dave closed the meeting with a prayer.

## 10. Adjournment

- Meeting was adjourned at 9:32 p.m.

**Council of Chairs Meeting: Wednesday, November 3, 2021 at 7:00 p.m.**

**Next CPIC Meeting: Monday, November 15 , 2021 at 7:00 p.m.**

## MINUTES OF THE SPECIAL EDUCATION ADVISORY COMMITTEE MEETING

Date: October 25, 2021  
Time: 7:00 pm  
Location: Microsoft Teams

Members Present	B. Agnew (Chair)	A. Louca-Ricci
	M. Arteaga	M. Lourenco (Vice Chair)
	R. Barreiro	P. Moran
	N. Guzzo	R. Quesnel
	D. Hotopeleanu	D. Rabenda
	H. Karabela	L. Rojas-Silva
	J. Lim	T. Veale

Staff Present

- J. Acheson, Acting Chief Social Worker
- S. Balogh, Superintendent, Special Education Services
- A. Cordeiro, Itinerant SERT
- J. Dietrich, Experiential Learning Consultant, Student Success
- P. Daly, Director of Education
- O. Foese, Chief Psychologist
- C. Jenkins, Pathways Consultant, Student Success
- D. Kollee, Chief Speech Language Pathologist
- F. Oliveira, Itinerant SERT
- J. O'Reilly, Special Education Coordinator
- R. Richardson, Special Education Consultant
- L. Vacca, Special Education Consultant

Members Excused M. Duarte, S. Sweet

Members Absent L. Anderson

Recording Secretary A. Hughes

### 1. Call to Order

The chair called the meeting to order.

#### 1.1 Opening Prayer and Land Acknowledgement

The meeting opened at 7:03 p.m. with a prayer led by the Chair.

#### 1.2 Approval of Agenda

There was a motion to amend the agenda and to defer item 6.1 and 10.1 to the November SEAC meeting.

**Moved by:** M. Lourenco

**Seconded by:** H. Karabela

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



The Chair called for a vote.

IN FAVOUR	OPPOSED	ABSTAIN	ABSENT
M. Arteaga	R. Barreiro		S. Sweet
D. Hotopeleanu	L. Rojas-Silva		
H. Karabela			
M. Lourenco			
P. Moran			
T. Veale			

The motion **CARRIED**.

**Moved by:** M. Lourenco

**Seconded by:** H. Karabela

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

## 2. Declarations of Conflict of Interest

There were no conflicts of interest reported.

## 3. Presentations

### 3.1 Fetal Alcohol Spectrum Disorders (FASD) (D. Kollee)

B. Agnew introduced D. Kollee, Chief Speech Language Pathologist, who provided an HCDSB Fetal Alcohol Spectrum Disorders support update. The presentation concluded with questions being answered. The presentation is included in the meeting package.

### 3.2 Post Secondary Transitions (A. Cordeiro, J. Dietrich, C. Jenkins, F. Oliveira, R. Richardson, L. Vacca)

B. Agnew introduced A. Cordeiro, Itinerant SERT, J. Dietrich, Experiential Learning Consultant, Student Success, C. Jenkins, Pathways Consultant, Student Success, F. Oliveira, Itinerant SERT, R. Richardson, Special Education Consultant, and L. Vacca, Special Education Consultant who presented on Post Secondary Transitions. Staff concluded by answering questions. The presentation is included in the meeting package.

## 4. Approval of Minutes

### 4.1 Minutes of the September 27, 2021 SEAC Meeting

**Moved by:** P. Moran

**Seconded by:** D. Rabenda

**RESOLVED**, that the minutes of the September 27, 2021 SEAC Meeting be approved as presented.

The Chair called for a vote and the motion **CARRIED**.

## 5. Business Arising from Previous Meetings (Chair)

The policy schedule that was shared in the meeting chat at the September 27, 2021 meeting will also be emailed from N. Guzzo to members after the meeting.

## 6. Special Education Board Policy Review (Chair)

### 6.1 Policy II-20 Child Abuse and Protection of Students (S. Balogh)

Item 6.1 was deferred to the November 29, 2021 SEAC meeting.

## 7. Action and Information Items

### 7.1 Spirit of Inclusion Award Criteria (S. Balogh)

The Spirit of Inclusion Definition and Nomination Form were included in the meeting package. S. Balogh reviewed the Spirit of Inclusion Award criteria and process with members and asked for feedback. A memo outlining the Spirit of Inclusion Award will go out to all schools in November. A SEAC Spirit of Inclusion Award sub-committee will be formed to review the nominees. S. Balogh asked that those who are interested in being on the Spirit of Inclusion selection sub-committee to submit their names to A. Hughes by email and cc the Chair and Vice Chair.

### 7.2 SEAC Goals Proposal (P. Moran)

P. Moran presented a proposal on SEAC Goals for 2021-2022. Members were asked to send input on SEAC Goals by November 8<sup>th</sup>. A SEAC Goals sub-committee was proposed. The sub-committee would meet and bring a presentation back to the SEAC Committee. Members will be sent an email asking if they would like to be on the sub-committee.

### 7.3 Committee Code of Conduct for SEAC Members (R. Barreiro)

**Moved by:** R. Barreiro

**Seconded by:** B. Agnew

**WHEREAS**, SEAC is a committee that is tasked with supporting children with exceptionalities.

**WHEREAS**, the work that all members contribute reflect our respective groups mandate and serve as a vital role in the support/ recommendations that SEAC provides to the Halton Catholic District School Board for any child with exceptionalities.

**WHEREAS**, the best way to accomplish this is to work collaboratively with all members of SEAC in a supportive and respectful approach that benefits all Students with Exceptionalities at the Halton Catholic District School Board, especially our vulnerable students.

**BE IT RESOLVED**, that a review of the HCDSB's Code of Conduct for Committee members be completed by staff;

**BE IT FURTHER RESOLVED**, that SEAC implement a membership guideline for etiquette and immediately obtain the verbal and written commitment of all members that they will conduct themselves professionally and with respect towards other members of SEAC at all times which will become "SEAC Membership Conduct;

**BE IT FURTHER RESOLVED** that proper protocol to ensure concerns about matters brought before SEAC are addressed by SEAC and not communicated or otherwise used by members of SEAC to besmirch, tarnish, bully, or harass other members or used for personal advancement and gain;

**BE IT FURTHER RESOLVED** that a written acknowledgement that all committee members are required to sign confirming they agree to abide by and comply with the Code of Conduct for Committee members.

### Committee Code of Conduct for SEAC Members (AMENDMENT)

**Moved by:** M. Lourenco

**Seconded by:** H. Karabela

**WHEREAS** SEAC is a committee that is tasked with supporting children with exceptionalities, students receiving special education programs and services;

**WHEREAS** the work that all members contribute reflect our respective groups mandate and serve as a vital role in the support/ recommendations that SEAC provides to the Halton Catholic District School Board for any child with exceptionalities. **students receiving special education programs and services;**

**WHEREAS** the best way to accomplish this is to work collaboratively with all members of SEAC in a supportive and respectful approach that benefits all ~~Students with Exceptionalities~~ **receiving special education programs and services** at the Halton Catholic District School Board, especially ~~our vulnerable students.~~

**BE IT RESOLVED** that SEAC establish a “SEAC Guidelines and Code of Conduct Subcommittee”, comprised of any and all interested SEAC members and alternates, to develop a draft “SEAC Guidelines and Code of Conduct”, to be presented for approval by SEAC at the December 13th SEAC meeting.

~~BE IT RESOLVED that a review of the HCDSB’s Code of Conduct for Committee members be completed by staff;~~

~~BE IT FURTHER RESOLVED that SEAC implement a membership guideline for etiquette and immediately obtain the verbal and written commitment of all members that they will conduct themselves professionally and with respect towards other members of SEAC at all times which will become “SEAC Membership Conduct”;~~

~~BE IT FURTHER RESOLVED that proper protocol to ensure concerns about matters brought before SEAC are addressed by SEAC and not communicated or otherwise used by members of SEAC to besmirch, tarnish, bully, or harass other members or used for personal advancement and gain;~~

~~BE IT FURTHER RESOLVED that a written acknowledgement that all committee members are required to sign confirming they agree to abide by and comply with the Code of Conduct for Committee members.~~

The Chair called for a vote on the amendment.

IN FAVOUR	OPPOSED	ABSTAIN	ABSENT
H. Karabela	R. Barreiro		S. Sweet
M. Lourenco	D. Hotopeleanu		
P. Moran			
D. Rabenda			
L. Rojas-Silva			
T. Veale			

The amendment **CARRIED**.

The Chair called for a vote on the motion as amended.

IN FAVOUR	OPPOSED	ABSTAIN	ABSENT
D. Hotopeleanu	R. Barreiro		S. Sweet
H. Karabela			
M. Lourenco			
P. Moran			
D. Rabenda			
L. Rojas-Silva			
T. Veale			

The motion as amended **CARRIED.**

The Chair suggested carrying over Item #8 to the next meeting and to have Item # 9.1, Superintendent's Report and Item #9.2, Trustee Report emailed to members and to adjourn the meeting. Members agreed. S. Balogh offered to send one email to members with the Superintendent and Trustee Reports, along with a form to gather sub-committee interest. S. Balogh noted that the Mental Health and Well-Being Advisory and Steering Committee is looking for a representative from SEAC and that it would be added to the form. B Agnew informed members that a Anti-Sex Trafficking Protocols (PPM 166) Board Committee has been formed and will be included on the form for members to indicate interest in becoming a member of this committee.

8. **Board Committee Updates from SEAC Representatives (Chair)**—moved to the November 29, 2021 SEAC Meeting
  - 8.1 **Updates from SEAC Representatives**
  - 8.2 **Committees and Openings**

9. **Communications to SEAC**

- 9.1 **Superintendent's Report**

The meeting was adjourned. The following was provided to members:

An overview of the Project SEARCH program was highlighted in the Superintendent Presentation at the October 19 Board meeting. The information has been presented to SEAC in the past and reiterated in the Post-Secondary Transitions presentation at the October SEAC meeting. Regarding updates, the interns will be having their Employment Planning Meetings this week. The purpose of this meeting is to keep team members updated on the intern's progress and to identify ways to support the intern to help them reach their goals. An employment plan is developed and updated continually throughout the year and interns invite parents and several members of the intern's 'team' (i.e., instructor, skills trainer, parent(s), mentor/manager of internship department, job developer from Community Living, etc.). Interns will be leading the meeting and have been preparing presentations to guide the process.

IEPs went home electronically last week from both Elementary and Secondary schools.

A new digital process for Secondary schools and St. Clare of Assisi Virtual Elementary School was implemented for the IPRC Waiver and IEP Consult Log Parent Signature. This allows parents to sign and return the form electronically. Our next step will include the adoption of the same digital process for all elementary schools.

The September SERT Family of Schools agenda included training in: the Assessment of Basic Language and Learning Skills-Revised (ABLLS-R) and the Assessment of Functional Living Skills (AFLS) for our Assessment Achievement in Alternative Areas (A4) students, Indicator Response Plan (IRP) & Safety Plans in eLite, and a Mental Health and Well-Being Multidisciplinary Team presentation. Information items included: eLite updates, SEA updates, a year-at-a-glance, and Grade 9 Destreamed Math.

We have held several Collaborative Learning Community (CLC) meetings. The Essential Skills Class CLC for this school year took place on October 5 with a focus on Relias Modules and the key elements of the new Math curriculum. The Gifted CLC was on October 21 and topics included Math programming, STEAM/STEM, and mental health and wellbeing. The Assessment Achievement in Alternative Areas (A4) CLC was held on October 4, for Structured Teaching Class and Life Skills SETS. Topics included: Let's Go Fit, myBlueprint Community Pathways, Family Transition Guide, Project Search, D2L overview, IEPs, Halton Support Services, updates to Developmental Services Ontario (DSO) eligibility, and Community Living parent engagement sessions.

The Social Work team has been busily working with students and families to support the readjustment to in-person learning. The Social Workers continue to focus on providing top of Tier 2 and Tier 3 mental health supports.

The Mental Health and Well-Being Multidisciplinary Team has been launched, which is a top of Tier 2, Tier 3 response for schools to support students in the areas of Mental Health, FASD, and Behaviour.

The Social Work department is piloting two student groups called 'Wellness and Leadership for Black Students'. This group is being offered once per week for six weeks at St Thomas Aquinas and Bishop Reding, starting in October.

Safe TALK training dates will take place in-person for new CYCs in October and November. Future training dates will be provided from December to June for varying staff groups, and this will include training for students and parents to do together.

Roots of Empathy is a global program with a focus on developing empathy in students. Training took place this month and we have 10 newly registered instructors trained in our schools.

## 9.2 Trustee Report

The meeting was adjourned. The following was provided to members:

### October 5 Board Meeting:

1. There was a delegation by students titled "Supporting HCDSB's Diverse Student Body". They advocated for their voice to be heard and to allow non-Catholics to be Student Trustees. The response to the delegation was a motion to receive as information.
2. The name of the virtual elementary school was approved: St. Clare of Assisi.
3. A motion Trustee Guzzo put forward to have Parliamentarian Atul Kapur review our bylaws and suggest recommendations passed.

### October 19 Board Meeting:

A presentation by senior staff is a new monthly feature (from a motion by Trustee Agnew) and was very well received. It included:

- A) We had an update on the many facets of the Virtual school. Of particular interest, there are special education placements 1, 2 and 3. Programs supporting student mental health are Mind Up, She Can Thrive, Virtual Book Club, Reas Alouds, Social-Emotional Learning, and Healthy Transitions.
- B) October 8 there was a Faith Day with the theme of Renewing, Restoring and Rebuilding.
- C) An explanation of Project Search by Superintendent Balogh.

There were two delegations.

1. The first one by Halton Parents for Change titled "Supporting HCDSB's Diverse Student Body". They were advocating for admitting non-Catholics as candidates to be Student Trustees. The response was a motion put forward by Trustee Agnew:

*Be it resolved that the Director of Education and Secretary of the Board obtain a legal opinion specifically around the legalities of having non-Catholic student trustees on our Board of Trustees. Are there legal implications for not allowing or conversely for allowing non-Catholic students to run for and possibly win a Student Trustee position at the HCDSB? The opinion should be sought from legal counsel not affiliated with the Ontario Catholic School Trustees' Association or our board, to elicit the most objective opinion possible.*

*Be it further resolved that the legal opinion be brought back to the Board of Trustees no later than the next meeting of Nov 2.*

This motion passed.

2. The second delegation was titled "Exams for HCDSB Secondary Students" by Maria Lourenco. She was advocating about the importance of exam writing skills, especially in grade 11 and 12, in preparation for post-secondary education.

The response to this delegation was a motion by Trustee Karabela:

*Be resolved that HCDSB request a staff report for the next regularly scheduled meeting about how students are currently being helped to develop exam writing skills and for staff to outline final assessment plans, by subject matter, for grades 9,10, 11 and 12.*

The motion passed.

Two policies were passed: Policy II-07 The School Day and Policy II-11 Daily Teacher Plans.

There was also the French Immersion Boundary Review for Milton. French Immersion will be at Guardian Angels, St. Benedict, St. Peter, and St. Scholastica.

There was the staff report on the expansion of Elementary Community Classrooms. We will be discussing this at the next SEAC meeting.

School Update: it is best to see the report: page 74-77 [at this link](#).

# **10. SEAC Discussion/Questions (Chair)**

## **10.1 Expansion of Elementary Community Classrooms Staff Report from the October 19<sup>th</sup> Board Meeting**

Item 10.1 was deferred to the November 29, 2021 SEAC meeting.

# **11. Meeting Summary and Next Steps (Chair)**

Follow up on subcommittees will be sent to members. The policy schedule will be emailed to members.

# **12. Next Agenda (Chair)**

## **12.1 Next Meeting: November 29, 2021**

The next agenda will include items moved from this meeting's agenda to the November 29, 2021 agenda, along with an IEP presentation, a reading intervention presentation and the psychological assessment wait times in the Superintendent Report.

# **13. Resolution re Absentees (Chair)**

M. Duarte & S. Sweet excused from the meeting.

# **14. Adjournment and Closing Prayer (Chair)**

**Moved by:** R. Barreiro

**Seconded by:** M. Lourenco

**RESOLVED**, that the meeting adjourn. **CARRIED**

The meeting adjourned at 9:58 p.m. with a prayer led by the Chair.

## MINISTRY MEMOS

DATE ISSUED	MEMO TITLE AND LINK
November 18, 2021	<a href="#"><u>Fall/Winter 2021-22 COVID-19: Health and Safety Update for Schools</u></a>
November 25, 2021	<a href="#"><u>Supporting School Boards During Bullying Awareness and Prevention Week 2021</u></a>
November 25, 2021	<a href="#"><u>Communications Resources to Support Vaccinations for Children 5-11</u></a>
November 25, 2021	<a href="#"><u>Revised Policy/Programs Memorandum No. 144 – Bullying Prevention and Intervention</u></a>
December 1, 2021	<a href="#"><u>Temporary Certificate of Qualification and Registration - Update</u></a>
December 3, 2021	<a href="#"><u>Selection of Service Providers to Deliver Entry to School Services in the Ontario Autism Program (OAP)</u></a>

**SENT VIA EMAIL**

Dr. Hamidah Meghani  
Medical Officer of Health  
Halton Region

Dear Dr. Meghani,

On behalf of the Halton Catholic District School Board, we would like to thank you for the ongoing guidance and support that you and Halton Public Health provide to the students, families and staff in our district. We are particularly grateful for the advice and expertise you have shared throughout this pandemic. Our collaboration has been instrumental in keeping our schools healthy and safe.

I am writing to you today to share the following motion that was adopted at the Regular Board Meeting held on November 3, 2021:

*Whereas Student Mental Health is paramount;*

*Whereas our current vaccine rates in Halton for youth aged 12-17 years is 90%;*

*Whereas there are no current single cohort in our secondary panels;*

*Whereas secondary students are disadvantaged by the current guidelines that limit their ability to engage with their peers;*

*BE IT RESOLVED that the HCDSB send a letter to Dr. Meghani appealing the consideration of Halton Region Public Health to relax some of the protocols in our secondary schools, specifically with respect to cafeteria guidelines to allow more flexibility for students.*

*BE IT FURTHER RESOLVED that Halton Public Health also give consideration to relax their requirement for the elementary panel to remain in cohorts outside during recess.*

**CARRIED.**



You will note from the wording in the motion that HCDSB Trustees are requesting your consideration in modifying the requirements outlined in two sections of the *Halton Public Health Recommendations for Schools 2021-2022*: **secondary school cafeteria protocols**, and **elementary school recess protocols**.

This request is being made in light of feedback Trustees have received from our community. As articulated in the rationale of the motion, we are deeply concerned about student mental health and the ongoing negative impacts of the pandemic on children and youth.

We recognize that subsequent to the adoption of this motion, Halton Public Health revised their Recommendations for Schools. While the most recent version of the Recommendations, under Eating and Drinking – sections 8.2 and 8.4, has removed the requirement for capacity limits in cafeterias, the requirement for two metres of distance between cohorts remains.

Given that Halton Region has a very high vaccination rate, we are hoping that you will consider revisiting some of the current restrictions that limit the ability of students to interact with their peers.

On behalf of the Board of Trustees, I thank you in advance for your consideration.

Sincerely,



Patrick Murphy  
Chair of the Board

**From:** Allison Kolch

**Sent:** December 5, 2021 12:05 PM

**To:** Murphy, Patrick <MurphyP@hcdsb.org>; Duarte, Marvin <DuarteM@hcdsb.org>; Agnew, Brenda <AgnewB@hcdsb.org>; DeRosa, Peter <DeRosaP@hcdsb.org>; Guzzo, Nancy <GuzzoN@hcdsb.org>; Iantomasi, Vincent <IantomasiV@hcdsb.org>; Karabela, Helena <KarabelaH@hcdsb.org>; O'Brien, Timothy <O'BrienT@hcdsb.org>; O'Hearn-Czarnota, Janet <O'Hearn-CzarnotaJ@hcdsb.org>

**Cc:** Daly, Patrick <DalyP@hcdsb.org>; DiPietro, Rosie <DiPietroR@hcdsb.org>

**Subject:** [<EXTERNAL>] Chair and Vice-Chair Elections

HCDSB Trustees,

I am an Oakville ratepayer and parent of two children in an HCDSB school. I am writing to you today because, as you know, the upcoming December 7th meeting includes some pivotal agenda items: elections of the Chair and Vice-Chair of the board. I am urging you to undertake serious reflection before making these decisions.

As a parent with a vested interest in the board, I have closely followed all public meetings over the past 18 months, and to say I've been unimpressed with overall conduct and progress would be generous. Watching an HCDSB board meeting is an exercise in abject frustration - even with measures like the presence of a Parliamentarian and a third-party report on Trustee Conduct, little has changed.

Please take this opportunity to reset for a productive fourth and final year for this board.

If you choose to elect any of the trustees who have previously served as Chair or Vice-Chair, you're signing up for more of the same. If you choose to elect any of the trustees whose behaviour was called out as problematic in the Trustee Conduct report, you're signing up for more of the same.

Choose change, instead.

There is clear evidence that an effective Chair can change the trajectory of a meeting. One need look no further than a Policy or SEAC meeting to see examples of how meetings can be more effectively managed - even when they stray into contentious topics.

I would urge you to pass the gavel to someone with a demonstrated interest in the well-being of all HCDSB students. From my vantage point, that list includes Trustees Agnew, Guzzo, and O'Hearn-Czarnota, any one of whom would be a welcome influence in the Chair or Vice-Chair position.

Please seize this opportunity to set your personal politics aside and do what is right for the students you are meant to serve.

Thank you for your consideration, and please include this in the correspondence for the upcoming meeting.

Allison Kolch  
HCDSB Parent and Oakville Ratepayer

**From:** Maria Lourenco

**Sent:** December 6, 2021 1:27 PM

**To:** Daly, Patrick <DalyP@hcdsb.org>

**Cc:** Murphy, Patrick <MurphyP@hcdsb.org>; Duarte, Marvin <DuarteM@hcdsb.org>; Karabela, Helena <KarabelaH@hcdsb.org>; O'Brien, Timothy <O'BrienT@hcdsb.org>; Iantomasi, Vincent <IantomasiV@hcdsb.org>; DeRosa, Peter <DeRosaP@hcdsb.org>; Agnew, Brenda <AgnewB@hcdsb.org>; Guzzo, Nancy <GuzzoN@hcdsb.org>; O'Hearn-Czarnota, Janet <O'Hearn-CzarnotaJ@hcdsb.org>; DiPietro, Rosie <DiPietroR@hcdsb.org>

**Subject:** [<EXTERNAL>] Re: Secondary Assessment / Exam Feedback

Good afternoon,

I am following up on the below as I have not received a response, and as a member of a secondary Catholic School Council I have not received any of the information that should be forthcoming as per the resolution passed on November 16th.

I'm concerned about the timing of implementing the resolution. My school council meets this week and then not again until February, by which time the board is scheduled to produce the detailed feedback received from school councils - but ours won't have had a chance to discuss the report at a council meeting. Our schedule is not that different from other councils which, unfortunately, for some reason, have relatively few meetings throughout the year.

I'm also concerned with the information potentially coming out too close to Christmas when it is likely to go unnoticed by many parents and students as they are focussed on the holidays. Why wasn't the report shared immediately following the board meeting in which the resolution was passed?

Please provide the timeline for implementing the resolution and what practices you will implement to ensure a good response to the survey and feedback collection, which is really necessary to generate meaningful results.

Thanks  
Maria

***Please include as correspondence in the December 7th board report.***

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**From:** Maria Lourenco

**Sent:** November 30, 2021 12:04 PM

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

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

**Subject:** Secondary Assessment / Exam Feedback

Good afternoon,

I'm just following up regarding the resolution passed at the November 16th board meeting to share the staff report on "Secondary School Assessments" as well as the board resolution that initiated the report with all secondary school councils for feedback back to the board.

Just wondering if that information been shared with council chairs and/or admins yet.

Thanks  
Maria