

Regular Board Meeting
December 9, 2024 - 3:00 p.m.

MINUTES

Present:

Trustees: Chair Mary Helen Van Loon; Vice-Chair Tina Doherty; Trustee Amy Cronin, Jim McDade and Sue Muller (virtually as approved by Chair for medical reason)

Student Trustee: Sam Cronin, St. Anne's CSS, Clinton; Levi Nyenhuis, St. Michael CSS, Stratford

Senior Administration: Director of Education & Secretary Chris N. Roehrig; Superintendents of Education Tara Boreham, Karen Tigani; Superintendent of Business & Treasurer Mary-Ellen Ducharme

Board Chaplain: Fr. David Butler

Absent: N/A

1. Opening Business

1.1. Opening Prayer & Condolences - Fr. David Butler

1.2. Land Acknowledgement - Superintendent Boreham

1.3. Attendance - Noted above at start of meeting

1.4. Approval of Regular Board Meeting Agenda

Moved by: Jim McDade

Seconded by: Sue Muller

THAT the Huron-Perth Catholic District School Board approves the agenda of the Regular Board Meeting of December 9, 2024.

Carried

1.5. Declaration of Interest - none

1.6. Approval of Regular Board Meeting Minutes

Moved by: Jim McDade

Seconded by: Amy Cronin

THAT the Huron-Perth Catholic District School Board approves the minutes of the Regular Board Meeting of October 28, 2024, the Special Board Meeting of November 6, 2024 and the Annual Board Meeting of November 18, 2024.

Carried

1.7. Business Arising from the Minutes

2. Presentations

- 2.1. Christmas Card Artist Contest Winners
WINNER - Kay N., Grade 9 at St. Michael CSS
Honourable Mentions are:

- Katrina, Grade 12, St. Michael CSS
- Vera S., Grade 1/2b, Holy Name of Mary, St. Marys
- Bryn M., Grade 10, St. Anne's CSS
- Adriana D. Grade 9, St. Anne's CSS

3. Delegations

4. Consent Agenda

- 4.1. December Board Highlights
- 4.2. Approved Special Education Advisory Committee (SEAC) Meeting Minutes of October 21, 2024
- 4.3. Approved Catholic Parent Involvement Committee (CPIC) Meeting Minutes of June 11, 2024
- 4.4. Approved Equity, Diversity, Inclusion and Anti-racism (EDIAR) Committee Minutes of June 12, 2024
- 4.5. Approved Audit Committee Meeting Minutes of September 10, 2024
- 4.6. Nutritional Management Services
- 4.7. 2024 Annual Lead Sampling Report

Trustees inquired if international travel will be a standard for the international education program. Director Roehrig responded that with the initial year of the program it was necessary to meet in-person with international agents to build trust and personal relationships to start the program. Superintendent Tigani responded that there is an Initial cost to build the return on investment. Trustees inquired if all expenses will be mapped and the revenue/loss generated. Superintendent Ducharme responded that this expense was budgeted, the international education program is being tracked separately and itemized. A yearly financial report will be brought to the Board. Trustees emphasized that the return on investment is very important and the information needs to be ready to share if requested. Superintendents agreed and will be monitoring the expenses and ROI very closely.

Trustees inquired about the RESET program and the resources provided.

Moved by: Tina Doherty

Seconded by: Jim McDade

THAT the Huron-Perth Catholic District School Board receives all reports, committee minutes, and approves all motions under the consent agenda, which are:

THAT the Huron-Perth Catholic District School Board receives the Board Highlights for December for information.

AND

THAT the Huron-Perth Catholic District School Board receives the approved Special Education Advisory Committee (SEAC) Meeting Minutes of October 21, 2024

AND

THAT the Huron-Perth Catholic District School Board receives the approved Catholic Parent Involvement Committee (CPIC) Meeting Minutes of June 11, 2024

AND

THAT the Huron-Perth Catholic District School Board receives the approved Equity, Diversity, Inclusion and Anti-racism (EDIAR) Committee Minutes of June 12, 2024

AND

THAT the Huron-Perth Catholic District School Board receives the approved Audit Committee Meeting Minutes of September 10, 2024

AND

THAT the Huron-Perth Catholic District School Board receives the Nutritional Management Services report

AND

THAT the Huron-Perth Catholic District School Board receives the 2024 Annual Lead Sampling Report.

Carried

5. Committee and Staff Reports

5.1. Policy

5.1.1. Board Policies Recommended for Approval/Rescinding:

- Trustee Code of Conduct
- By-Laws of the Board

Jennifer Trepanier of JET.vie Legal Solutions was available to answer questions about the Trustee Code of Conduct. Trustees requested clarification on what is considered a breach. Director Roehrig responded that it would be specifically related to the Code. Ms. Trepanier responded that only a trustee who has reasonable grounds can initiate the notification of a breach. Trustees requested an example of a breach, Ms. Trepanier responded that it could be a form of discrimination as listed in (1.4).

Trustees inquired about the broad language of item 5.1. Ms. Trepanier clarified that personal information would pertain to any information as stated in the Municipal Freedom of Information and Protection of Privacy Act. The language is mandated by the Ministry in the legislation.

Moved by: Jim McDade

Seconded by: Amy Cronin

THAT the Huron-Perth Catholic District School Board approves the Trustee Code of Conduct.

Carried

Trustees requested clarification about Trustee attendance requirements. Director Roehrig responded that this is incorporated into the Education Act and that the changes are time lined. All of these changes have been incorporated into the By-Laws. Director Roehrig emphasized the importance of capturing all regulations in the By-Laws to ensure the Board does not lose sight of them.

Moved by: Jim McDade

Seconded by: Tina Doherty

THAT the Huron-Perth Catholic District School Board approves the By-Laws of the Board.

Carried

5.1.2. Board Policies for Review:

- Health & Safety
- Violence in the Workplace

Moved by: Tina Doherty

Seconded by: Amy Cronin

THAT the Huron-Perth Catholic District School Board receives the following policies for review: Health & Safety and Violence in the Workplace

Carried

5.2. Student Achievement and Catholicity

5.2.1. Early Reading Screening report

Trustees inquired if an example of a Grade 1 test could be provided. Superintendent Tigani offered to bring a report to the Board that provides the different grade level examples. Trustees inquired about other data that is being collected on those Grade 1 and 2, and other reading strategies. Superintendent Tigani responded that the key of the screening is to determine if they have the prerequisite words to become a reader, are they showing signs of “likely to struggle”. The tool is used to identify gaps, where the student is and where we would like them to be according to benchmarks at specific times of the year. From the data collected, strategies are developed for each student.

Moved by: Tina Doherty

Seconded by: Amy Cronin

THAT the Huron-Perth Catholic District School Board receives the Early Reading Screening report for information.

Carried

5.2.2. EQAO Results by School

Trustees inquired about the results for Sacred Heart School, Wingham. Superintendent Tigani responded that this school is on the radar for additional support. Sacred Heart, Wingham has been identified as a priority school for additional mathematics and primary literacy support. Support beyond academics was discussed, investigating the support required for the students to succeed and navigate positive change for this school. Determine a plan to support staff and students to create a cultural shift that promotes excellence.

Director Roehrig highlighted the EQAO success stories. Trustees inquired about the process to analyze EQAO results to increase student achievement.

Moved by: Jim McDade

Seconded by: Sue Muller

THAT the Huron-Perth Catholic District School Board receives the Update EQAO Results report for information.

Carried

5.2.3. Student Trustees' Report

Trustees inquired about the teacher advisor for the St. Michael Catholic Secondary School student newspaper, The Guardian. Student trustee responded that the editors are two Grade 12 students and they will bring further information to the next meeting about the online newspaper.

Moved by: Jim McDade

Seconded by: Tina Doherty

THAT the Huron-Perth Catholic District School Board receives the Student Trustees' Report for information.

Carried

5.3. Corporate Services and Operations

5.3.1. Elementary French Immersion Boundary Review

Moved by: Amy Cronin

Seconded by: Jim McDade

THAT the Huron-Perth Catholic District School Board receives the Elementary French Immersion Boundary Review Secondary Enrolment Report.

Carried

5.3.2. 2024-2025 Secondary Enrolment Report

Trustees inquired about the enrolment decrease. Superintendent Ducharme responded that there was a reduction in the Grade 12 class and a decrease in students attending fifth year. Trustees inquired about actions to actively promote secondary Catholic education and an investigation into the feeder schools that have had a decrease in Catholic secondary enrolment. Superintendent Ducharme responded that the report was from a statistical perspective, and offered to do a deeper dive investigation into reasons that students/families are not choosing Catholic secondary education. Trustees suggested increased efforts to promote St. Anne's CSS and St. Michael CSS to the feeder schools who have a lower percentage of students choosing our Catholic schools. Increase student outreach programs to increase enrolment.

Moved by: Jim McDade

Seconded by: Tina Doherty

THAT the Huron-Perth Catholic District School Board receives the 2024-2025 Secondary Enrolment Report.

Carried

5.3.3. Huron-Perth Catholic District School Board Consolidated Financial Statements For the Year Ended August 31, 2024

Superintendent Ducharme provided a summary of the financial statements.

Moved by: Jim McDade

Seconded by: Sue Muller

THAT the Huron-Perth Catholic District School Board approves the Huron-Perth Catholic District School Board Consolidated Financial Statements for the year ended August 31, 2024.

AND

THAT the Huron-Perth Catholic District School Board approves the 2023-2024 internal appropriations of accumulated surplus in the amount of \$4,179,417 as outlined in Note 15 of the Consolidated Financial Statements be approved.

Carried

5.3.4. Audit Committee November 2024 Meeting Report

Moved by: Amy Cronin

Seconded by: Tina Doherty

THAT the Huron-Perth Catholic District School Board receives the Audit Committee November 2024 Meeting Report for information

AND

THAT the Huron-Perth Catholic District School Board approves the Annual Report to the Ministry of Education for the year ended August 31, 2024

AND

THAT the Huron-Perth Catholic District School Board approves the BDO Canada LLP Audit Final Report.

Carried

6. Information and Correspondence

6.1. OCSTA 2025 AGM Resolutions

6.2. School Energy Coalition Summary Status Report September 2024

7. Notices of Motion

8. Notices of Motion Being Considered for Adoption

9. Trustee Inquiries

9.1. Trustees inquired about the salary differential between Board speech and language pathologists (SLP) and other sectors. Superintendent Ducharme responded that one difference is the Board SLPs are 10 months and other positions outside the Board are 12 months. We do not have a cross-sector comparative but can look into it and report back with salary differences.

9.2. Due to inclement weather St. Anne's CSS was closed all five days last week. Trustees shared concerns about keeping students in school as much as possible. Trustees recognized that transportation cancellations are not a decision made by the Board. Director Roehrig responded that remote learning has allowed for programming to continue on inclement weather days, where in the past programming was not available on weather days. Staff needs to ensure that quality online instruction is happening on these days through monitoring and check-ins. Superintendent Tigani shared that a high number of secondary students (over 50%) were logging into their D2L. Data was not available for students who logged into their google space to capture the full picture of students accessing the Learning Management System (LMS). Student Trustees shared that they appreciated that the school was closed if transportation was cancelled as it allowed them to continue their learning remotely and not fall behind the students able to walk to school.

10. In-Camera Session of the Regular Board Meeting

Moved by: Amy Cronin

Seconded by: Jim McDade

THAT the Huron-Perth Catholic District School Board moves to an In-Camera Session of the Regular Board Meeting

AND

THAT newly appointed Superintendent McDade be present in the In-Camera Session of the Regular Board meeting.

Carried

11. Rise and Report on the In-Camera Session of the Regular Board Meeting and Approval of the Business of the In-Camera Session

Moved by: Tina Doherty

Seconded by: Amy Cronin

THAT the Huron-Perth Catholic District School Board approves all motions in the In-Camera Session of the Regular Board Meeting.

Carried

The following retirements were announced:

- Charlene Shantz-Tepker, Elementary Teacher, St. Joseph's School, Stratford, effective December 31, 2024

12. Future Meetings and Events

- Trustee Christmas Gathering - Wednesday, December 18, 2024
- OCSTA Catholic Trustees Seminar - "Leading with Hope" - January 17-18, 2025
- Special Education Advisory Committee (SEAC) meeting - Monday, January 20, 2025
- Catholic Parent Involvement Committee (CPIC) meeting - Tuesday, January 21, 2025
- Regular Board Meeting - Monday, January 27, 2025
- Regular Board Meeting - Monday, February 24, 2025

13. Closing Prayer - Father David Butler

14. Adjournment

Moved by: Amy Cronin

Seconded by: Tina Doherty

THAT the Huron-Perth Catholic District School Board adjourns the Regular Board Meeting of December 9, 2024.

Carried