
Regular Board Meeting
September 22, 2025 - 3:00 p.m.

AGENDA

- 1. Opening Business**
 - 1.1. Opening Prayer & Condolences - Deacon McPhee and Trustees Pages 3-4
 - 1.1.1. Mass cards and condolences on behalf of the Board for September were sent to the family of Dorothy Drager, mother-in-law of Mary-Jo Drager, Coordinator at the Catholic Education Centre on her passing; and to the family of Maria Dos Santos Coroa, mother of Nancy Coroa, Custodian at St. Anne's Catholic SS on her passing; to the family of Jerry Cronin, father-in-law of Amy Cronin, Board Trustee; and to the family of Ethel Flynn, mother-in-law to Mary Earle, Office Assistant, St. Boniface School; and to the family of Todd Mulligan, brother to Leah Morrison, Educational Assistant at St. Joseph's School, Stratford; and to the family of Murray McLean, father to Natasha Baxter, Educational Assistant and Elesha Buchanan, Early Childhood Educator at St. Mary's, Listowel
 - 1.2. Land Acknowledgement - Director Tigani Page 5
 - 1.3. Attendance
 - 1.4. Approval of the Regular Board Meeting Agenda of September 22, 2025. Pages 1-2
 - 1.5. Declaration of Interest
 - 1.6. Approval of the Regular Board Meeting Minutes of August 25, 2025. Pages 6-11
 - 1.7. Business Arising from the Minutes of the Regular Board Meeting of August 25, 2025
- 2. Presentations**
- 3. Delegations**
- 4. Consent Agenda**
 - 4.1. Board Highlights Pages 12-21
 - 4.2. Nutritional Management Services report Page 22
- 5. Committee and Staff Reports**
 - 5.1. **Policy**
 - 5.1.1. Board Policies for review:
 - N/A
 - 5.1.2. Board Policies recommended for approval/rescinding:
 - a) School Generated Funds Pages 23-27
 - b) Fraud Prevention and Management Pages 29-32
 - c) Advocacy Pages 33-35
 - d) Smoking and Vaping on Property Under the Board's Jurisdiction Pages 36-43

5.2. Student Achievement and Catholicity	
5.2.1. Faith Formation - Notre Dame Course	Pages 44-46
5.2.2. Special Education Summer Programming & Transition Support	Pages 47-48
5.2.3. Student Trustees' Report	Pages 49-51
5.3. Corporate Services and Operations	
5.3.1. 2025-26 Enrolment Update - September 2025 (walk-in)	Pages 52
6. Information and Correspondence	
6.1. School Energy Coalition June 2025 Summary Status Report	Pages 56
6.2. Information to Transformation Commissioning - verbal	
7. Notices of Motion	
8. Notices of Motion Considered for Adoption	
9. Trustee Inquiries	
10. In-Camera Session of the Regular Board Meeting	
11. Rise and Report on the In-Camera Session of the Regular Board Meeting and Approval of the Business of the In-Camera Session	
<p>207 (2) Closing of certain committee meetings. A meeting of a committee of a board, including a committee of the whole board, may be closed to the public when the subject-matter under consideration involves: a. The security of the property of the board; b. The disclosure of intimate, personal or financial information in respect of a member of the board or committee, an employee or prospective employee of the board or a pupil or her or her parent or guardian; c. The acquisition or disposal of a school site; d. Decisions in respect of negotiations with employees of the board; or e. Litigation affecting the board.</p>	
12. Future Meetings and Events	
• September 30 - OCSTA Regional meeting - Guelph	
• October 14 - Trustee, Executive Leaders Retreat	
• October 20 - Special Education Advisory Committee (SEAC) meeting	
• October 27 - Regular Board meeting	
• October 30 - Bishop Fabbro's 75th Celebration - Windsor	
13. Closing Prayer - Deacon Dan McPhee, Board Chaplain	
14. Adjournment	



HURON-PERTH CATHOLIC

District School Board

Regular Board Meeting - Monday, September 22, 2025

INTENTIONS AND OPENING PRAYER - Board Chaplain, Deacon Dan

In the name of the Father, and of the Son and of the Holy Spirit. Amen

Prayer to St. Carlo Acutis - **Deacon Dan**

O God, our Father,
Thank you for giving us Carlo,
A model of life for young people,
And a message of love for all.
You made him fall in love with your Son, Jesus,
Making the Eucharist his "highway to Heaven".
You gave him Mary, as a beloved Mother,
And with the Rosary, You made him
Sing the praises of her tenderness.
Accept his prayer for us.
Attend especially to the poor, whom he loved and assisted.
Through his intercession may I receive the graces I need.
May his smile shine in Your Kingdom, as it did for us,
To emanate the glory of Your Holy Name.
Amen.

Intentions:

Trustee Cronin....Lord God we lift up our leaders to You, Pope Leo, Bishop Fabbro, and all the priests and deacons throughout our deanery. May You continue to guide, inspire and protect them as they care for Your people and may we, through their example, grow to be servant leaders showing special care for the marginalized and vulnerable. We pray to the Lord...

All: Lord hear our prayer.

Trustee McDade....Lord of abundance, as we celebrate the fruits of the harvest, let our hearts always turn to You in gratitude and thanksgiving for Your generous gifts. May we always be reminded that what You bestow onto us, we are to share with others. Open our hearts and hands to generosity of service. We pray to the Lord..

All: Lord hear our prayer.

Trustee Muller....Lord God as we embark on this school year we pray that You set our hearts on fire with the Holy Spirit. Please awaken and inspire us so that we can illuminate our schools, our workplaces and our homes with the light of hope as we rejoice in the glory of God. We pray to the Lord...

All: Lord hear our prayer.

Vice Chair Doherty....Heavenly Father, we pray for all those who are sick and suffering, for those who are dying and for those who are grieving. We pray for those who are struggling with heavy burdens, and for those who are oppressed. We ask that You draw them close to Your Sacred Heart so they may find comfort and healing. We pray to the Lord...

All: Lord hear our prayer.

Chair Van Loon....Almighty God, we pray that You hold in Your most merciful heart all the young people You have entrusted to our care. We pray for our staff that they be granted the grace to provide opportunities for each of our students to encounter Your loving presence. May they grow in their love and trust in You and be encouraged to become all that You have created them to be. We pray to the Lord...

All: Lord hear our prayer.

Catholic Education Prayer - **All**

God of grace and love,
Strengthen and sustain us as we continue to journey as pilgrims of hope.
Guide us on the path to holiness with the light of your love.
Inspire us to serve joyfully in the love of Christ through the beautiful examples of the saints.
As we journey together in faith, may we experience the peace of Christ through the presence of one another.
We pray that all young people in our Catholic schools may believe, and become empowered by, these three important Gospel messages: "God loves you!" "Christ saves you!" "The Holy Spirit lives in you!" We ask this through Christ our Lord
Amen

Blessing - **Deacon Dan**

St. Andre Bessette

R: Pray for Us

In the name of the Father, Son and Holy Spirit.

Amen



HURON-PERTH CATHOLIC

District School Board

Regular Board Meeting - Monday, September 22, 2025

Land Acknowledgement

We would like to acknowledge that the land that we are gathered on today is the traditional lands of the Haudenosaunee, Anishinaabe, and Attawandaron. We honour and respect these groups for their continued stewardship of land and water, as well as, the contributions that they have made to our communities past, present, and will into the future. Together, as treaty people, we have a shared responsibility to act with respect for the environment, protecting the future for those generations to come.

We would also like to acknowledge and recognize the Upper Canada Treaties signed regarding this and, including Treaty #29 and Treaty #45 1/2, and our roles as treaty people, committed to moving forward in the spirit of reconciliation, gratitude, and respect with all First Nation, Métis, and Inuit people.

Regular Board Meeting
Monday, August 25, 2025 - 3:00 pm

MINUTES

Present:

Trustees: Chair Mary Helen Van Loon; Vice-chair Tina Doherty; Trustees Amy Cronin; Sue Muller, and Jim McDade

Board Chaplain: Deacon Daniel McPhee

Student Trustee: Dean DeLuca, St. Michael CSS, Stratford, Addison Thuss, St. Anne's CSS, Clinton

Senior Administration: Director of Education & Secretary Karen Tigani; Superintendents of Education Tara Boreham, Sean McDade; Superintendent of Business & Treasurer Mary-Ellen Ducharme

Absent:

1. Opening Business

1.1. Opening Prayer & Condolences - Deacon McPhee and Trustees

1.2. Attendance - Noted above at start of meeting

1.3. Welcome and Introductions - Chair Van Loon and Director Tigani

1.4. Approval of Regular Board Meeting Agenda

Moved by: Amy Cronin

Seconded by: Tina Doherty

THAT the Huron-Perth Catholic District School Board approves the agenda of the Regular Board Meeting of August 25, 2025.

Carried

1.5. Declaration of Interest

1.6. Approval of Regular Board Meeting Minutes

Moved by: Sue Muller

Seconded by: Jim McDade

THAT the Huron-Perth Catholic District School Board approves the minutes of the Regular Board Meeting of June 16 and the Special Board Meeting of June 23, 2025

Carried

1.7. Business Arising from the Minutes

2. Presentations

3. Delegations

4. Consent Agenda

- 4.1. Approved Catholic Parent Involvement Committee (CPIC) meeting minutes of March 25, 2025
- 4.2. Approved Equity, Diversity, Inclusion and Anti-racism committee (EDIAR) meeting minutes of April 23, 2025
- 4.3. Approved Audit Committee Meeting Minutes of November 14, 2024
- 4.4. Audit Committee June 2025 Meeting Report
- 4.5. August 2025 Health and Safety Report

Trustee inquired if all boards report health and safety incidents at the same level. Superintendent Ducharme indicated that we do not have data from other boards, all school boards receive the same messaging to report all incidents. This data is used to inform recommendations, resources, risk migration, safety measures and training.

Regarding staff attendance at provincial meetings, it was noted that the Board's Health and Safety Officer participates in the Ontario Association of School Business Officials (OASBO) health and safety committee, which provides learning and networking opportunities. The Board is also a member of SBCI, a co-operative that supports WSIB and provides provincial statistics. A meeting or presentation with SBCI will be explored to discuss risk mitigation with trustees.

Moved by: Amy Cronin

Seconded by: Sue Muller

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 Approved Catholic Parent Involvement Committee (CPIC) meeting minutes of March 25, 2025.

AND

THAT the Huron-Perth Catholic District School Board receives the Approved Equity, Diversity, Inclusion and Anti-racism committee (EDIAR) meeting minutes of April 23, 2025

AND

THAT the Huron-Perth Catholic District School Board receives the Approved Audit Committee Meeting Minutes of November 14, 2024

AND

THAT the Huron-Perth Catholic District School Board receives the Audit Committee June 2025 Meeting Report for information

AND

THAT the Huron-Perth Catholic District School Board receives the August 2025 Health and Safety Report for information.

Carried

5. Committee and Staff Reports

5.1. Policy

5.1.1. Board Policies for Review:

- a) School Generated Funds
- b) Fraud Prevention and Management

- c) Advocacy
- d) Smoking and Vaping on Property Under the Board's Jurisdiction

Trustees inquired about including "the carrying of vaping products" in the procedure section of the Smoking and Vaping on Property Under the Board's Jurisdiction policy (page 45 of agenda package). Staff will review the policy and required ministry legislation for this inclusion.

Moved by: Tina Doherty

Seconded by: Amy Cronin

THAT the Huron-Perth Catholic District School Board change the wording in the second paragraph of the Policy Statement of the Advocacy Policy from "the Board will support" to "the Board supports".

Carried

Moved by: Sue Muller

Seconded by: Amy Cronin

THAT the Huron-Perth Catholic District School Board receives the following policies for review: School Generated Funds, Fraud Prevention and Management, Advocacy and Smoking and Vaping on Property Under the Board's Jurisdiction.

Carried

5.1.2. Board Policies Recommended for Approval/Rescinding:

- e) Student Use of Guide Dogs and Service Animals

Trustee inquired about removing the definition of service animal in section three as well as including that the Superintendent of Education will be involved in the decision process. Superintendent Boreham responded that a stringent vetting process is in place. Staff will consider trustee recommendations and revise the policy as ministry requirements allow.

Moved: Jim McDade

Seconded: Sue Muller

THAT the Huron-Perth Catholic District School Board refers the Policy Student Use of Guide Dogs and Service Animals back to staff.

Carried

5.2. Student Achievement and Catholicity

5.2.1. Summer Faith Retreat for Staff report

Moved by: Tina Doherty

Seconded by: Jim McDade

THAT the Huron-Perth Catholic District School Board receives the Summer Faith Retreat for Staff report for information.

Carried

5.2.2. Literacy Summer Writing Project report

Superintendent McDade shared the highlights of the report and answered questions.

Moved by: Tina Doherty

Seconded by: Amy Cronin

THAT the Huron-Perth Catholic District School Board receives the Literacy Summer Writing report for information.

Carried

5.2.3. Math Summer Writing Project report

Superintendent McDade shared the highlights of the report and answered questions.

Moved by: Sue Muller

Seconded by: Jim McDade

THAT the Huron-Perth Catholic District School Board receives the Math Summer Writing Project' report for information.

Carried

5.2.4. Graduation Coach: Indigenous Student Support Advisor report

Superintendent Boreham shared the highlights of the report and answered questions.

Moved by: Sue Muller

Seconded by: Tina Doherty

THAT the Huron-Perth Catholic District School Board receives the Graduation Coach: Indigenous Student Support Advisor report for information.

Carried

5.2.5. Secondary Summer School report

Moved by: Sue Muller

Seconded by: Amy Cronin

THAT the Huron-Perth Catholic District School Board receives the Secondary Summer School report for information.

Carried

5.3. Corporate Services and Operations

5.3.1. St. Mary's Listowel/Daycare Addition approval

Superintendent Ducharme shared that the tender came in within the approved ministry funding.

Trustees questioned the London Bridge daycare's closure of the before and after-care program at Precious Blood School. Director Tigani stated the Board would engage with daycare coordinators and the Ministry to find solutions, emphasizing that the closure was beyond the Board's control and that education and daycare fall under different ministries.

Moved by: Tina Doherty

Seconded by: Amy Cronin

THAT the Huron-Perth Catholic District School Board awards the St. Marys School, Listowel Classroom and Childcare Addition contract to Elgin Contracting and Restoration Ltd. in the amount of \$7,135,950.00 (HST inclusive).

Carried

5.3.2. May 31, 2025 Financial Report

Moved by: Tina Doherty

Seconded by: Jim McDade

THAT the Huron-Perth Catholic District School Board receives the May 31, 2025 Financial Report.

Carried

6. Information and Correspondence

- 6.1.** Faith Formation Investments - Director Tigani shared that directly and indirectly all funds are embedded in Catholicity and support faith formation.
- 6.2.** Order of St. Andre Bessette Award, Director Tigani shared that we will be requesting nominations early, encouraging nominations and discernment about nominees, requesting the support of trustees to encourage others to submit nominations
- 6.3.** Youth Engagement Event, October 2, 2025, initiative of the City of Stratford to work with Grade 10 students in Stratford and support civic engagement.
- 6.4.** OHRC - Anti-black Racism Resource
 - [Dreams Delayed: Addressing Systemic Anti-Black Racism and Discrimination in Ontario's Public Education System](#)
 - This resource will be referenced when developing professional development throughout this school year with staff. Director Tigani shared that the plan will be shared with the Board this fall.
- 6.5.** Social Media Update
 - The Board will no longer be using X (Twitter) as a communication tool effective immediately. FaceBook is the current social platform for sharing information. Administration is in the process of investigating social media tools.
- 6.6.** St. Patrick Church, 125 Celebration on October 5, 2025 mass celebrated with Bishop Fabbro, lunch to follow at the Lions Hall and social time to follow. Trustees are all invited.
- 6.7.** Holy Name of Mary School, the Town of St. Marys is no longer providing a crossing guard at the corner. A recommendation for a 3-way stop at the corner is going to town council this month. Trustees requested that the Chair be made aware of Council's decision
- 6.8.** Bishop Fabbro 75th Celebration is October 30 in Windsor, all are invited.

7. Notices of Motion

8. Notices of Motion Being Considered for Adoption

Moved by: Amy Cronin

Seconded by: Jim McDade

THAT the Huron-Perth Catholic District School Board renames Blessed Carlo Auctis Continuing Education School to Saint Carlo Acutis Continuing Education School following his canonization.

Carried

9. Trustee Inquiries

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

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: Sue Muller

Seconded by: Jim McDade

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

Carried

The following retirement was announced:

Craig Campbell, Teacher, St. Michael Catholic SS, Stratford, effective June 30, 2025

12. Future Meetings and Events

- August 31, 2025 - Completion deadline of the OESC governance modules
- September 15 - Special Education Advisory Committee (SEAC) meeting
- September 22 - Regular Board meeting
- September 30 - OCSTA Regional meeting - Guelph
- October 14 - Trustee and Executive Leaders Retreat
- October 20 - Special Education Advisory Committee (SEAC) meeting
- October 27 - Regular Board meeting
- October 30 - Bishop Fabbro's 75th Celebration - Windsor

13. Closing Prayer - Deacon Dan McPhee, Board Chaplain

14. Adjournment

Moved by: Amy Cronin

Seconded by: Sue Muller

THAT the Huron-Perth Catholic District School Board adjourns the Regular Board Meeting of August 25, 2025

Carried



REPORT TO THE HURON-PERTH CATHOLIC DISTRICT SCHOOL BOARD

Prepared by: Tara Boreham and Sean McDade, Superintendents of Education

Presented to: The Huron-Perth Catholic District School Board

Date: Monday, September 22, 2025

Submitted by: Karen Tigani, Director of Education and Secretary

BOARD HIGHLIGHTS FOR SEPTEMBER

Public Session

BACKGROUND

Many activities take place every month throughout the district to ensure that our students have rich, faith-filled, inclusive learning opportunities that support their learning and fulfill the goals of the Strategic Plan. The Board Highlights list many of the activities that take place in the month prior to the board meeting, with contributions from Superintendents of Education, Learning Coordinators, the Mental Health Lead, the OYAP Project Lead, and Managers of activities that take place under their leadership.

DEVELOPMENTS

The spiritual theme anchoring our new Strategic Plan is “On Fire With The Spirit: Awaken! Illuminate! Rejoice!” Inspired by the Holy Spirit and enlivened by the Pentecost story, we go forward into a new year full of faith, hope, love and joy. We are excited about the incredible learning and growth that propels us forward as we journey together throughout the school year. September marks the beginning of a new school year and is marked by enthusiasm and commitment from our students, staff, educators and families. We are delighted to highlight some of the activities and opportunities that took place this month across our district.

CATHOLIC EDUCATION

Back-to-School Celebrations

Our schools are holding liturgies, Masses, and open houses to welcome students, staff, and families back for the new school year. These events are a great opportunity to build community and include activities such as meeting staff, liturgical celebrations, and book fairs. Every school will host an opening Mass or liturgy in September. Our staff continues to find meaningful ways to incorporate faith into the school day and to foster faith leadership among students and staff.

Monday Morning Prayer at the Catholic Education Centre

Every Monday morning, staff at the Catholic Education Centre gather for morning prayer at 9AM in the Board room. This year, we are pleased to include learning about a saint at each of these prayer liturgies. This is part of our commitment to faith formation for all staff of the Board and is a great opportunity to showcase the lives of men and women who are sources of inspiration, faith and strength to all of us. Also this year, we are including prayer intentions in alignment with the Diocesan calendar of prayer intentions for priests, deacons, lay ecclesial ministers and staff of the Deanery. By doing this, we are amplifying the vocations and service of these members of our Deanery and uniting our prayers with those of many others across the Diocese.

LEADERSHIP

LLC - September 16 - Faith Formation and Leadership Development

On September 16, principals, coordinators, and managers gathered for the first learning module of our new faith formation initiative, *The Catholic Faith: Understanding the Creed and the Catechism*, offered in partnership with the University of Notre Dame's McGrath Institute for Church Life. Integrated into our Leadership Learning Communities, this professional development series invites our leaders to deepen their understanding of Catholic teaching and strengthen their witness to the Gospel. The first session focused on the Creed, providing a rich foundation for ongoing reflection and equipping our system leaders to share meaningful faith formation with their school communities throughout the year.

In the afternoon, Lawyer Paul Marshall of Emond Harnden LLP led a timely workshop on emerging legal trends in education, highlighting how principals and vice-principals must adapt their leadership practices within an increasingly complex legal landscape. This conversation reinforced the need for proactive, informed decision-making at the school level. To further support principals, Superintendents Boreham and McDade, together with Learning Coordinator Meyers, introduced our new Principal Portal—a one-stop digital hub designed to provide clear, accessible resources on policy, procedures, and professional support. The portal represents an innovative step in equipping our school leaders with the tools they need to thrive in both faith and operational leadership.

Pentecost and the Power of Innovation: AI Year of Learning Kicks Off

On September 23 and 24, our Catholic Education Centre became the gathering place for the launch of our AI: Year of Learning initiative, inspired by our strategic theme *On Fire with the Spirit – Awaken, Illuminate, Rejoice*. Just as the disciples left the upper room emboldened at Pentecost, our system leaders, educators, chaplains, educational assistants, corporate staff, and principal representatives came together with open minds and hearts to explore how Artificial Intelligence can be used as a faithful tool in Catholic education.

The two-day experience combined prayer, reflection, and practical engagement with AI applications, always rooted in our guiding question: *How can AI become a tool that enhances—not replaces—our human connections, allowing us to lead, teach, and serve with greater compassion and purpose?* With representation from across the Board, participants explored tools within our safe, Board-approved environment, considered ethical implications, and discerned how this emerging technology can support our mission. This kickoff marks the beginning of a year-long journey of discovery and formation, ensuring that our community is prepared to embrace innovation with wisdom, courage, and faith.

Launch of Teacher-in-Charge/Teacher Designate (TIC/D) Initiative and Manual

On September 19, the Huron-Perth Catholic District School Board launched a new Teacher-in-Charge/Teacher Designate (TIC/D) initiative designed to strengthen support to build leadership capacity and provide consistent training across the system. The first full-day training focused on the newly developed TIC/D Manual. Participants also completed Ministry of Labour Health & Safety Supervisory Training, ensuring they are well-prepared to assume leadership responsibilities when called upon.

The Catholic Curriculum Corporation (CCC)

Our Board is an active participant in the CCC, with many members of our Learning Coordination Team and Superintendent McDade serving on the Board of Representatives. They also

contribute to the When Faith Meets Pedagogy (WFMP) Conference Planning Committee and the four individual Catholic Curriculum Councils (Elementary, Secondary, Faith, and ICT).

In September, our team members attended the first of several WFMP conference planning meetings and the initial board of representatives meeting. The Individual Councils are set to hold their first meetings in early October. The CCC's primary goals are to create, develop, and share resources that support and advance Catholic Education in Ontario. It serves as a vital network of Catholic leaders and educators, ensuring access to high-quality resources and support.

The CCC works in collaboration with the Institute for Catholic Education (ICE) and other provincial Catholic educational partners. This year's WFMP conference theme is "Pilgrims of Hope," and it will take place from October 23-25 in Toronto, which will include a Youth Forum day. A delegation from the Huron-Perth Catholic DSB will be attending. Bishop Ronald Fabbro will be attending and celebrating Mass for all WFMP attendees.

Secondary Department Head Learning

On September 18, department heads from both secondary schools met at the Brodhagen Community Center to continue their work on leadership. Hosted by Superintendent Sean McDade and Secondary Coordinator Paul D'Hondt, the day was again animated by former Catholic Superintendent Lorrie Temple on the topic of Catholic leadership. Participants reflected on the role of department leader and servant leadership, while identifying and discussing challenges in their work.

International Education

The Board welcomed eight international students in September from Spain and Japan. St. Michael CSS welcomed five students in total of which three will spend the entire school year with us. The two other students are attending for nine weeks and fifteen weeks with the possibility of extending their stays. Four students are in Grade 10 and one in Grade 12. One additional Grade 12 student has been accepted into the International Student Program from Colombia and is expected to arrive in the coming weeks.

Additionally, three students are attending St. Anne's CSS. Two of these students will spend the entire year with us and the other student is here for 15 weeks with the possibility of extending his stay. Two students are in Grade 10 and one is a Grade 11 student.

All of the students are staying with homestay families through the Board's partnership with Muskoka Languages International (MLI).

These eight students come to our schools after partnership agreements were signed with five different international recruitment agencies in Spain and one with an agency in Japan. To date, the Board has twenty eight agreements with agencies in the United States, South America, Europe, Asia and Australia that are recruiting students.

Elementary Sports Council

The Elementary Sports Council has successfully resumed its events for the new school year, kicking off with the first tournaments of the year: junior and senior soccer across both Huron and Perth counties.

SPECIAL EDUCATION

Summer Programming and Transition Support

Thanks to funding from the Ministry's Summer Programming and Transition Funds, the System Special Education Team offered a variety of engaging programs designed to enrich learning and support students with special education needs. The four programs included **Early Literacy Enrichment (JK - Grade 1)** to strengthen foundational literacy skills, **Welcome to the Nest (Transition to Secondary School)** to help students build positive relationships and gain confidence in their new environment, **Summer Fun Exploration Camp (Elementary Students)** for hands-on learning and social-emotional development, and **Transition Supports (All Schools, August and September)** to provide additional transition support where needed across all grade levels. These initiatives collectively enriched students' learning, strengthened their social-emotional skills, and provided targeted support to build confidence and independence during important transitions.

Empower Training

On September 12 and 15, teachers who are new to teaching the Empower Reading Program attended a two-day training session. The Empower Reading program is a tier 3 reading intervention program offered in all our elementary schools.

Lexia

1000 Lexia Core5 Reading licenses were purchased for students across the system for the 2025-26 school year. Lexia Core5 Reading supports educators in providing differentiated literacy instruction for students of all abilities in Grades pre-K–5. The Board purchased Lexia licenses for current Empower students, Empower graduates, and all Grade 1 students. Licenses were also purchased for other students who schools identified as benefiting from this intervention. Lexia and PowerUp licenses were purchased for students in secondary school where requested as well.

DIGITAL TOOLS TO SUPPORT LEARNING

Chromebook Program

The Huron-Perth Catholic District School Board's 1:1 Chromebook Initiative is successfully implemented across all elementary and secondary schools. This initiative ensures every student has a Chromebook to enhance their learning. At the beginning of the academic year, all Grade 9 students and new secondary students received a Chromebook after completing the Assumption of Responsibility Agreement, aligning with the Information, Communications Technology Policy 3.2.1.

Learning Management Systems

Huron-Perth Catholic is committed to blended learning, equipping all classrooms with a Learning Management System (LMS), such as Google Classroom and/or D2L. These platforms enhance traditional instruction, offering a flexible and integrated approach to enrich the overall learning experience.

STUDENT ACHIEVEMENT

Mathematics

The Math Team, led by Learning Coordinator Christine Dale and supported by our two Math Facilitators, Hailey Cook and Brittany Wilson, began the school year with a system-wide tour to

model and promote Number Talks. Number Talks are short, daily routines that strengthen students' mental math, reasoning, and flexibility with numbers. They give teachers immediate insight into student thinking and provide opportunities to address misconceptions in real time. Number Talks are also a key equity strategy: by making student thinking visible through models and visuals, they ensure that all learners can access the mathematics and contribute to classroom discussion. Embedding Number Talks into Tier 1 instruction across all classrooms allows us to identify students who need additional support earlier, while raising the level of mathematical reasoning for all.

At the same time, we introduced the new combined grade lessons for the [Math Scope and Sequence](#), which reflect the vision for mathematics in our strategic plan. These resources are designed to ensure that every student receives meaningful, grade-appropriate learning experiences while fostering a cohesive community of learners. Rooted in the moral imperative to provide equitable access to the full curriculum, the lessons leverage our core resources, such as MathUP Classroom and Knowledgehook, which support differentiation through open questions and parallel tasks. Each sample lesson offers flexible guidance, grounded in our Scope and Sequence and aligned with the Effective Math Block. Teachers are encouraged to adapt lessons based on observations, conversations, and formative assessment. This approach promotes collaborative problem solving, purposeful practice, and professional judgment, empowering educators to navigate the complexity of split-grade instruction with reflection and responsiveness.

The Math Team also worked closely with all new and new-to-division teachers, providing practical curriculum guidance and modeling the effective use of board-supported resources. Together, these efforts lay the foundation for consistent, high-quality mathematics instruction in every classroom, ensuring that all students have equitable access to rigorous learning and the opportunity to achieve at high levels.

On September 11, members of the Math Team Superintendent McDade and Director Tigani attended a Ministry of Education-led Math meeting for all Directors of Education and Math leads across Ontario. This meeting was intended to support the Board's Math Achievement Action Plan and ensure consistency across the province.

Literacy

The Literacy team, led by Learning Coordinator MJ Drager and supported by Literacy Resource Teachers Karen Kramers and Teresa Oud, began the year by strategically planning and aligning their goals with the new strategic plan, setting a strong foundation for the year ahead. The team has been actively supporting new teachers as they establish their literacy blocks, offering guidance in designing effective structures and routines that foster student success. They continue to provide resources, tools, and responsive support for general inquiries, ensuring that teachers feel confident and well-equipped in their literacy instruction.

The team is also in the planning stages of supporting teachers with the early reading screening process at the beginning of the year. This year marks a shift to a digital platform for administering the screening, which will streamline the process and provide more accessible data to inform instruction.

In addition, Learning Coordinators Paul D'Hondt and MJ Drager collaborated to provide a new literacy assessment resource and professional learning opportunity for teachers in Grades 7–10, held on September 26 in Huron County and September 30 in Perth County. This resource

will provide all teachers in these grades with a common literacy assessment, offering valuable insights that will help guide their next steps with students.

French as a Second Language

We are pleased to welcome Lauren Quinlan as our System Support Teacher for French. This month, Lauren has been making contact and working alongside new Core French teachers in all schools, supporting them as they begin the year. She has been sharing resources, providing professional development on assessment and evaluation, and offering guidance on navigating the unique aspects of the itinerant teaching role.

Secondary e-Learning

This semester our secondary schools are offering several e-Learning courses including Business Leadership, English, Religious Studies, Introduction to Anthropology, Psychology, and Sociology, Health for Life, and Science.

Qualified Board teachers teach these courses and provide our students with flexibility in their studies. Through our partnership with Catholic Virtual Ontario, these courses also allow our students access to hundreds of potential course offerings from across the province. We are currently welcoming over 80 students from over a dozen Catholic school boards into our semester 1 Board-delivered e-Learning classes, which allows for this exchange and gives our students access to a wide array of courses offered online.

Indigenous Education

We are pleased to announce that a full-time Indigenous Education System Support Teacher will be joining our team this school year. This individual will be working with all of our schools, Indigenous students, their families and Indigenous Communities to support student achievement and well-being.

Our Indigenous Student Support Advisor (Grad Coach), Josh Pagan, continues to work mainly in our Secondary Schools, offering support to students, staff and families.

Schools across the district recognized Powley Day on September 19 in a variety of activities. Now known as “Powley Day”, September 19 celebrates the anniversary of the landmark Métis rights victory at the Supreme Court of Canada.

Many opportunities were provided for students and staff to participate in Truth and Reconciliation Week from Sept 22-30, including an art activity with Moses Lunham, Kettle and Stony Point First Nation - Art to Inspire Action, literacy activity for elementary schools, and virtual workshop opportunities with The National Centre for Truth and Reconciliation.

Schools across the Board will participate in a variety of activities to recognize the National Day for Truth and Reconciliation.

EXPERIENTIAL LEARNING PROGRAMS IN SECONDARY

First Aid/CPR Training

Grade 12 SHSM students at both schools had the opportunity to receive their First Aid/CPR certification in early September. This training is a requirement for all SHSM sectors to achieve their OSSD designation and continues to be a highly valued credential.

Working at Heights Training

SHSM Construction, Agriculture, and Arts & Culture students participated in Working at Heights training. St. Michael CSS held their session on September 10, while St. Anne's CSS hosted training on September 15 and 16. This certification is highly valued by employers and a strong addition to students' resumes.

Canadian Outdoor Farm Show

On September 10, students from both schools attended the Canadian Outdoor Farm Show. SHSM Agriculture and Transportation students networked with industry professionals and explored innovations in their sectors. Students in Health & Wellness and Business SHSMs also attended, gaining insights into how their fields contribute to meeting the needs of rural communities.

Dual Credit – Electrical

On September 16, both schools offered students the opportunity to begin a dual credit electrical course with Conestoga College. At St. Michael CSS, this marks the 9th year of hosting the course on-site, reducing transportation costs and allowing students to stay engaged in their regular studies. At St. Anne's CSS 18 students (from both schools combined) are working directly with a Conestoga instructor to gain both high school and college credit.

Technology Supports for SHSM

St. Michael Catholic Secondary School continues to expand its use of technology to inform students and families about SHSM opportunities. Building on the success of their SHSM D2L landing page, they are now incorporating Google Forms and QR codes. These tools allow students to register for certifications, training, and experiential learning opportunities, while securely tracking student progress to ensure program requirements are met.

Elevated Work Platform Training

At St. Anne's CSS on September 17, the Construction and Agriculture SHSM students participated in Elevated Work Platform training at LiUNA in London. This certification provides valuable safety skills and enhances employability in skilled trades.

Lambton College Dual Credit Courses – Starting September 25

Six students from SACSS are enrolled in a variety of Lambton College dual credit courses, including:

- Bakeshop
- Criminology
- Digital Photography
- Canadian Diversity & Strategies in Community Safety
- Hairstyling
- Introduction to Residential Electrical
- The Great Outdoors

OYAP Level 1 Information Session – September

Grade 10–12 students attended an OYAP Level 1 Information Session with Mark Flanagan and Jodie Wells. The session provided details about Level 1 programs offered by Conestoga, Lambton, and Fanshawe Colleges, outlining the benefits and expectations of completing Level 1 trade school while still in high school.

SHSM Information Sessions

Ongoing meetings with Grade 11 students highlighted the benefits of joining SHSM programs at St. Anne's. Available sectors include:

- Agriculture
- Arts & Culture
- Business
- Construction
- Health & Wellness
- Non-Profit, Education & Childcare
- Sports

September has been an exciting start to the school year for both St. Michael CSS and St. Anne's CSS. Students continue to benefit from certifications, dual credit opportunities, experiential learning, and sector-specific programming that prepare them for future careers in skilled trades and beyond.

MENTAL HEALTH AND WELL-BEING



Mentally Healthy Return to School

To support a smooth and mentally healthy return to school, the Attendance Counsellor and members of the Mental Health and Wellness Team met with students and families during the final two weeks of August and into September. These meetings fostered connection and offered a supportive start to the school year by addressing individual needs and promoting a healthy transition back to school.

Igniting the Spirit of Attendance:

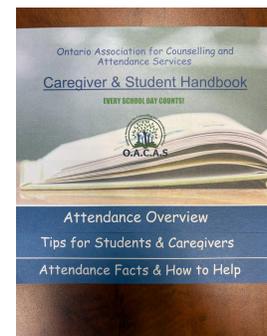
A Strong Start to the School Year

As we begin the school year “on fire with the spirit,” we recognize the vital role that consistent

attendance plays in student success and well-being. To support this, we launched an initiative aimed at raising awareness and empowering families—starting with our Grade One community.

Each Grade One family received a thoughtfully prepared attendance package, featuring practical tips from the Ontario Association for Counselling and Attendance Services, along with a variety of helpful resources. These materials are designed to encourage positive attendance habits and foster a strong connection between home and school.

By illuminating the importance of showing up—every day and on time—we’re laying the foundation for a year filled with growth, learning, and community spirit.



Integrating Faith and Mental Wellness Through Secondary Retreats:

Grade 12 students from across the board gathered at Hidden Acres for a retreat co-facilitated by the Secondary School-Based Chaplain and Social Workers. Centered on the theme of Legacy, the retreat invited students to reflect on the impact they hope to leave as they prepare for life beyond high school. This encourages students to pause and reflect on who they are becoming, not just what they’re achieving. Through prayer, conversation, and reflection, students explored how their gifts, relationships, and choices can shape a legacy rooted in faith, compassion, and

purpose.

School Service Advisory Council (SSAC) Symposium: Supporting Student Mental Health

This interactive workshop presented by Dr. Jennifer McTaggart equipped school service providers with the knowledge, skills, and confidence to effectively support students experiencing intense emotions, mental health symptoms, and worrisome behaviours such as suicidal ideation and/or self-harming behaviours. Participants deepened their understanding of the underlying functions of these behaviours and learned practical, evidence-informed strategies for intervention.

Through a school-based lens, attendees explored how to structure and coach their interactions to foster safety, connection, and resilience in youth. Emphasis was placed on recognizing when and how to intervene in ways that were both supportive and validating for students.

In addition, participants were introduced to the newly revised Huron Perth Mental Health & Suicide Crisis Response Protocol, to ensure a coordinated and compassionate response to student mental health needs.

Caregiver Workshop: Parenting with Confidence

The Huron-Perth Catholic District School Board and the Avon Maitland District School Board, in collaboration with Psychologist Dr. Jennifer McTaggart, hosted an in-person workshop titled Parenting With Confidence.

This engaging session supported parents and caregivers in deepening their understanding of how children's emotions and needs evolve over time—and how adult responses must adapt accordingly. Whether attendees were caring for toddlers, tweens, or teens, the workshop provided practical strategies to navigate everyday parenting challenges with greater ease. Participants left with simple, effective tools to help them feel more confident and calm while raising children in today's complex world. The workshop emphasized the importance of creating nurturing environments where children can thrive mentally, emotionally, and socially.

World Suicide Prevention Day - Illuminating Hope

September 10 marked World Suicide Prevention Day - Time to honour the sacredness of life in our shared responsibility to care for one another.

As Catholic educators, inspired by our spiritual theme *On Fire With The Spirit*, we are called to be sources of light and hope, attuned to the challenges our students face and committed to fostering healing, connection and life.

To support this mission, the Mental Health And Wellness Team shared [Suicide Prevention and Life Promotion resources](#) with staff. Drawing from school Mental Health Ontario, Educators received the Life Promotion Tool Kit which emphasizes nurturing connections to self, community, culture, and land. This approach fosters belonging, meaning, purpose and hope, values deeply aligned with our Catholic belief in the Dignity of every person.

MAINTENANCE AND HEALTH AND SAFETY

Joint Health and Safety Committee

The Joint Health and Safety Committee met September 17. Topics discussed included the following:

- Monthly and Annual Inspections
- Incident reporting

- Annual workplace risk assessment
- Annual Review of Policies
- Workplace Violence - standing item
- Electrical appliances in classrooms/offices
- Annual drinking water reports
- Yearly Training for school H & S Reps
- First Aid Kits

RECOMMENDATION

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



REPORT TO THE HURON-PERTH CATHOLIC DISTRICT SCHOOL BOARD

Prepared by: Mary-Ellen Ducharme, Superintendent of Business and Treasurer
Presented to: The Huron-Perth Catholic District School Board
Date: September 22, 2025
Submitted by: Karen Tigani, Director of Education and Secretary

NUTRITIONAL MANAGEMENT SERVICES

Public Session

BACKGROUND

Nutritional Management Services Limited (NMS) provides food services to St. Anne's Catholic Secondary School and St. Michael Catholic Secondary School. NMS provides reports each term to the Superintendent of Business.

DEVELOPMENT

NMS was pleased to announce its cafeteria enhancement fund contribution of \$9,840.79 for the period of January 1, 2025 to June 30, 2025.

Items to note during this period:

- Inservices were provided on PPM 150 compliance and other training.
- The grad breakfast was catered with over 175 students and staff enjoying this annual breakfast
- Meals Around the World was introduced during the 2024-25 school year, which saw great success and interest from students. The more popular meals were fish and chips for England and tacos for Mexico.

RECOMMENDATION

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



REPORT TO THE HURON-PERTH CATHOLIC DISTRICT SCHOOL BOARD

Prepared by: Mary-Ellen Ducharme, Superintendent of Business and Treasurer
Presented to: The Huron-Perth Catholic District School Board
Date: September 22, 2025
Submitted by: Karen Tigani, Director of Education and Secretary

POLICY SCHOOL GENERATED FUNDS

Public Session

BACKGROUND

The Huron-Perth Catholic District School Board regularly reviews all policies to ensure compliance and relevance with legislation and corresponding alignment with the mission and vision of our Catholic school system. Policy School Generated Funds was approved by the Board of Trustees on March 19, 2019.

DEVELOPMENT

Policy School Generated Funds was presented for information at the August 25, 2025 Board meeting. The revised policy was available on the Board's website for vetting. No changes have been recommended therefore the policy is being recommended for approval.

RECOMMENDATION

THAT the Huron-Perth Catholic District School Board approves Policy School Generated Funds.



HURON-PERTH CATHOLIC

District School Board

School Generated Funds

Adopted:	January 22, 2007	Policy #:	P 3.3.7
Revised:	September 22, 2025	Policy Category:	3.3. Business

BELIEF STATEMENT:

The Huron-Perth Catholic District School Board (the Board) believes that funds generated from the community shall be raised, received and used in a manner that is consistent with Catholic values. The Board believes in being accountable and transparent about financial processes and utilizing resources to enrich the experience of our students.

POLICY STATEMENT:

It is the policy of the Board that school generated funds are assets of the Board to be used for the enhancement of educational programs and to support approved school-based initiatives that align with the Board's vision, mission statement and strategic direction. School generated funds also encompasses fundraising for a variety of other programs that support charities and acts of social justice.

It is the policy of the Board that:

- All school generated funds activity shall comply with Board Policy and Procedures;
- Funds be raised for a specific purpose and used for the intended purpose;
- Accounting records shall track revenues and expenditures separately. If the activity is of an ongoing nature, residual amounts in that activity at the end of one school year will roll forward to the next year, and are not to be used for another purpose;
- Refunds are to be given where surpluses remain in one-time activities if revenue exceeds cost by more than a nominal amount;
- Residual amounts in "one-time" fundraising activities should be documented as such may be transferred to another school generated funds activity with appropriate approvals;
- Activities that produce a deficit (expenditures in excess of revenues) may occur. The deficit will be covered at the principal's discretion;
- School generated funds shall not be used for:
 - Items that are funded through provincial grants, such as classroom learning materials, textbooks, and facility maintenance and repairs or capital projects that significantly increase operating costs;
 - Goods and/or services from employees;
 - Investments other than those permitted by the Board and O. Reg. 471/97 of the Education Act.

PROCEDURES:

1.0 Risk Management

All school generated funds are to be administered in accordance with Board policies, municipal, provincial and federal laws and regulations. This responsibility includes ensuring that all funds

are adequately protected and controlled through proper accounting procedures and accountability measures. Therefore it is the policy of the Board to use cash-less processes whenever possible to mitigate risks to staff, the school and the Board.

To further mitigate risk, a School Generated Funds Administrative Procedure is in place to assist with the day to day operation, control and management of school generated funds.

2.0 Accountability - Roles and Responsibilities

2.1 The Superintendent of Business (or designate) shall:

- Establish Procedures for school generated funds that include processes related to but are not limited to: banking, receipts, disbursements, transfers, investments, bank reconciliation, records retention, financial reporting, plans for using funds, accounting systems, school audits (financial reviews), managing taxes (e.g. Harmonized Sales Tax HST), charitable donations, lotteries & games of chance, contracts with financial implications (e.g. vending), Catholic School Advisory Councils, student councils and changes in principals (banking/ accounting);
- Provide training and assistance, as required, to school staff on the appropriate application of procedures and any relevant software;
- Complete and/or follow-up on internal audit reports as determined by Board practice;
- Receive and maintain a central file of annual financial reports from each school; and
- Ensure that software used for the accounting of school generated funds is maintained and updated as required.

2.2 The Superintendent of Education (or designate) shall:

- Reinforce to principals the need to adhere to Board policy and procedures regarding school generated funds, including the use of cashless systems;
- Verify that schools are complying with the reporting requirements of the procedures for school generated funds as required by Board policy and procedures;
- Report to the Superintendent of Business and Treasurer or designate:
 - If funds are stolen or reported missing;
 - Any misuse of funds; and
 - Failure to follow any policy or procedure.

2.3 The Principal shall:

- Ensure that the procedures for school generated funds are implemented in compliance with Board Policy and Administrative Procedures;
- Complete and submit an annual plan for school generated funds in consultation with the Catholic School Advisory Committee;
- Act as one of the approved signing officers on the school bank account(s);
- Communicate responsibilities for receipts, disbursements, banking, and record keeping with the Office Assistant. The Principal may delegate some of these duties to another staff position;
- Reinforce the use of cashless payment methods through efficient use of school generated funds software;
- Ensure that cash and records are adequately secured within the school;
- Ensure that staff are collecting and managing funds on behalf of the Board in accordance with Board policy and procedures;
- Ensure that there is a primary contact for each club/committee/class involved with financial transactions;
- Review and sign off all required financial reports and make financial reports available to the Board and/ or school community as required;

- Notify the Superintendent of Education and the Superintendent of Business immediately if any funds are lost or stolen;
- Ensure that the school or any individual associated with the school does not enter into contracts in the name of the school or the Board other than those identified in Board policy or procedures;
- Ensure that the Catholic School Advisory Council Chair is aware of and understands his/her role and responsibilities as identified related Board policies and procedures.

2.4 The school's Office Assistant shall:

- Implement policy and procedures related to school generated funds as directed by the Principal and Superintendent of Business (or designate);
- Act as one of the approved signing officers on the school bank account;
- Utilize cashless school generated funds software in an effective manner;
- Administer school generated funds receipts and disbursements, recording, reconciling and reporting, as well as document retention, in accordance with Board policies and procedures
- Participate in Board sponsored training relating to school generated funds;
- Provide assistance during the Internal and/or External Audit;
- Advise the Principal if any funds are lost or stolen.

2.5 All school staff that are involved with School Generated Funds shall:

- Advocate for the use of cashless payment methods for school events or fundraisers;
- Where cash or cheques are received, collect from students or other sources and follow School Generated Funds procedures;
- Ensure that all school generated funds invoices are submitted in a timely manner to the Office assistant for payment in accordance with administrative procedures;
- Ensure funds received are disbursed as per the intent of the funds raised or collected and with Principal approval;
- Ensure details of financial activity related to their class or club are recorded correctly; and
- Request and review reports of the activity for verification of their accuracy and notify the Office Assistant of any discrepancy.

2.6 Role of the Catholic School Advisory Council

The Catholic School Advisory Council (CSAC) plays an important role in the school community and provides valuable input for the annual plan for school generated funds. The CSAC Chair's role includes working with the Principal and the Board to ensure CSAC fundraising activities are in compliance with Board policies and procedures.

Since school councils are advisory bodies and not corporate entities, the school principal is responsible for managing funds raised or collected by CSAC and the funds are legal assets of the Board. Additionally, the Board must report funds collected as part of annual financial reporting.

DEFINITIONS:

School Community refers to students, parents, guardians, school councils, trustees, school administrators, staff, church, and members of the broader community

School Generated Funds encompasses funds raised and collected by the school or broader community in the name of the school for a designated purposes such as (but not limited to) fees for supplementary learning materials, activities, and donations.

REFERENCES:

- Education Act: Section 265 Duties of Principal: Care of Pupils and Property
- Education Act: Section 286 Duties of Supervisory Officers: Supervise Business
- Education Act O. Reg. 612/00 (School Councils and Parent Involvement Committees)
- Education Act O. Reg. 298 s. 25 (Operating of Schools - Canvassing & Fundraising)
- Fundraising Guideline – B memo-2012:B10-Ministry of Education
- Board Policies (P3.3.8 School Fundraising, P3.3.11 Fees for Learning Materials and Activities, P3.3.4 Purchasing, P2.2.3 Educational Field Trips, P3.3.3 Partnerships-Sponsorships, P1.1.8 Catholic School Advisory Councils and Catholic Parent Involvement Committee)
- Ontario Association of School Business Officials Guidelines for School Generated Funds (2014)
- Canadian Public Sector Accounting Standards

RESOURCES, APPENDICES AND FORMS:

- Board Administrative Procedure AP3.3.4. - School Generated Funds



REPORT TO THE HURON-PERTH CATHOLIC DISTRICT SCHOOL BOARD

Prepared by: Mary-Ellen Ducharme, Superintendent of Business and Treasurer
Presented to: The Huron-Perth Catholic District School Board
Date: September 22, 2025
Submitted by: Karen Tigani, Director of Education and Secretary

POLICY FRAUD PREVENTION AND MANAGEMENT

Public Session

BACKGROUND

The Huron-Perth Catholic District School Board regularly reviews all policies to ensure compliance and relevance with legislation and corresponding alignment with the mission and vision of our Catholic school system. Policy Fraud Prevention and Management was approved by the Board of Trustees on November 25, 2019.

DEVELOPMENT

Policy Fraud Prevention and Management was presented for information at the August 25, 2025 Board meeting. The revised policy was available on the Board's website for vetting. No changes have been recommended therefore the policy is being recommended for approval.

RECOMMENDATION

THAT the Huron-Perth Catholic District School Board approves Policy Fraud Prevention and Management.



HURON-PERTH CATHOLIC

District School Board

Fraud Prevention and Management

Adopted:	November 25, 2019	Policy #:	P 3.3.5.
Revised:	September 22, 2025	Policy Category:	3.3. Business

BELIEF STATEMENT:

The Huron-Perth Catholic District School Board (the Board) believes in a strong accountability framework, which allows us to align resources with the achievement of all persons.

POLICY STATEMENT:

It is the policy of the Board that it foster and maintain a work environment based on the principle of financial integrity. The Board recognizes that fraud and material misstatement of financial information can have a significant impact on the Board's reputation, morale, as well as have a financial cost. To achieve financial integrity the Board will institute and maintain a system of internal controls to ascertain reasonable assurance of prevention and detection of fraud. Internal controls are subject to regular review to ensure continued integrity and relevance. Control deficiencies identified by staff and/or auditors shall be addressed in a timely manner.

PROCEDURES:

The Board shall make every effort to ensure that an individual or employee, who in good faith reports under this policy, is protected from harassment, retaliation or adverse employment or contract consequences. An employee must have reasonable grounds to make an allegation and have no false or malicious intent. The Board shall protect the anonymity of the individual who is providing a good faith report, to the fullest extent possible during the course of the investigation. Anyone who retaliates, discriminates or harasses such employees, shall be subject to discipline up to and including termination.

For the purpose of the administrative procedure, "wrongdoing" is used to refer collectively to illegal or inappropriate conduct. Wrongdoing includes but is not limited to:

- Fraud as defined in the Criminal Code of Canada (s. 380 (1));
- Theft, embezzlement, or misappropriation of funds, supplies and services, resources, other assets, and hours of work;
- Any claim for reimbursement of expenses that is not a bona fide business expense or is deliberately inflated;
- Misuse of authority when purchasing goods or services;
- The misrepresentation of financial information through alteration and/or forgery;
- False reporting of the use of time and/or falsification of benefit claims.

The above list is not exhaustive but is intended to provide guidance to individuals as to the kind of conduct which constitutes wrongdoing under this policy.

It is the right and obligation of all Board employees and third parties to report reasonable suspicions of wrongdoing or the detection of any acts of wrongdoing. All such matters are to be reported to the Board's Senior Business Official. In situations where the Board's Senior Business Official is suspected of involvement in the wrongdoing, it shall be reported to the Director of Education.

DEFINITIONS:

- N/A

REFERENCES:

- Board Policy 3.3.4 - Purchasing
- Board Policy 3.3.6 - Expense Reimbursement
- Board Policy 3.3.7 - School Generated Funds
- Board Policy 1.2.3 - Trustee Expense Reimbursement

RESOURCES, APPENDICES AND FORMS:

- Appendix A - Administrative Guidelines



HURON-PERTH CATHOLIC

District School Board

PREAMBLE

The Huron-Perth Catholic District School Board (the Board) is committed to safeguarding the public interest and trust in public education. All internal and external stakeholders for the Board's community are expected to uphold public trust. Any individual or employee who has knowledge of an occurrence of wrongdoing, or has reason to suspect that a wrongdoing has occurred, has the right and obligation to report the occurrence using the channels of reporting provided.

Investigation:

Provided there are reasonable grounds as determined by the Director of Education and the Senior Business Official, the investigation of detected or suspected wrongdoing shall begin within 10 business days.

- The investigation shall be managed by the Board's Senior Administration or a delegate, with the assistance of appropriate Board staff. In instances where the Director of Education is suspected of wrongdoing, the Chair of the Audit Committee shall manage the investigation.
- As determined by the Senior Business Official, one of the external or internal auditors may be involved in the wrongdoing investigation.
- The appointed investigation team shall have unrestricted access to all necessary Board documentation and personnel required to complete the investigation. The team may involve external resources as appropriate.
- The Director of Education and the Senior Business Official, based on the advice of the Board's Executive Manager of Employee Relations, forensic and legal advisors, shall consider whether to notify the jurisdictional police department where the alleged wrongdoing took place. In instances where the alleged wrongdoing involves the Director of Education or Senior Business Official, the Chair of the Audit Committee, based on the advice of legal advisors, shall consider whether to notify the jurisdictional police department where the alleged wrongdoing took place.
- When there is suspicion of wrongdoing, the leader of the investigation shall ensure all evidence, manual and electronic, be secured to prevent the theft, alteration or destruction of the evidence. All actions taken by the investigation team shall be comprehensively documented.
- All participants in a wrongdoing investigation, including persons who make a disclosure, witnesses, and the persons alleged to be responsible for the wrongdoing, shall keep all aspects of the investigation confidential.

When the investigation concludes, the results are to be reported to the Audit Committee. The Chair of the Audit Committee and the Director of Education will report to the Board of Trustees.

- Should the investigation demonstrate that wrongdoing has occurred, the Human Resources Department will initiate disciplinary action per their normal practice. Where appropriate, the Board shall seek restitution to recover the losses incurred in the wrongdoing.
- When the investigation concludes, the Board shall conduct a risk assessment of any control deficiencies identified through the investigation. If it is deemed necessary, appropriate corrective action shall be taken to reduce the probability of a recurrence of the wrongdoing.



REPORT TO THE HURON-PERTH CATHOLIC DISTRICT SCHOOL BOARD

Prepared by: Mary-Ellen Ducharme, Superintendent of Business and Treasurer
Presented to: The Huron-Perth Catholic District School Board
Date: September 22, 2025
Submitted by: Karen Tigani, Director of Education and Secretary

POLICY ADVOCACY

Public Session

BACKGROUND

The Huron-Perth Catholic District School Board regularly reviews all policies to ensure compliance and relevance with legislation and corresponding alignment with the mission and vision of our Catholic school system. Policy Advocacy was approved by the Board of Trustees on March 25, 2019.

DEVELOPMENT

Policy Advocacy was presented for information at the August 25, 2025 Board meeting. Within the second paragraph of the policy statement, the verbiage “The Board will support...” was revised to “The Board supports ...”. The revised policy was available on the Board’s website for vetting. No further changes have been recommended therefore the policy is being recommended for approval.

RECOMMENDATION

THAT the Huron-Perth Catholic District School Board approves Policy Advocacy.



HURON-PERTH CATHOLIC

District School Board

Advocacy

Adopted:	May 28, 2007	Policy #:	P 3.3.9.
Revised:	September 22, 2025	Policy Category:	3.3. Business

BELIEF STATEMENT:

The Huron-Perth Catholic District School Board (the Board) believes that all of our students deserve the best learning opportunities ensuring they can reach their full potential and be healthy, successful learners in faith-filled spaces.

POLICY STATEMENT:

It is the policy of the Board to support maintaining a positive relationship with the Ministry of Education and other school boards in the province of Ontario. Working in partnership to identify, discuss and find efficiencies pertaining to policy and financial issues with the objective of maximizing resources for students.

The Board supports reasonable expenditures incurred in advocacy initiatives directed to Governments, Ministries and appropriate provincial organizations that sustain the Board's mission statement.

Advocacy is considered an ongoing business function of the Board and shall comply with the Purchasing policy and procedures.

PROCEDURES:

Advocacy activities can take many forms, including newsletters, media releases, school council or board community events. The Board communicates indirectly with the government through established professional and interest advocacy organizations.

1. Eligible Advocacy Expenditures

- 1.1 Membership dues and fees to organizations that support the values of Roman Catholicism and other educational organizations.
- 1.2 Expenses incurred to present the position of the Board on governance issues clearly and effectively.

2. Ineligible Advocacy Expenditures

- 2.1 Costs incurred while attending events specific to fundraising by political parties or local politicians.

- 2.2 Placing contents intended to advocate for a particular position or point of view with report cards and annual reports.
- 2.3 Students shall not be used as vehicles for Board or school advocacy initiatives to the public, education partners or any levels of government.

DEFINITIONS:

- N/A

REFERENCES:

- Policy 3.3.4 Purchasing

RESOURCES, APPENDICES AND FORMS:

- N/A



REPORT TO THE HURON-PERTH CATHOLIC DISTRICT SCHOOL BOARD

Prepared by: Sean McDade, Superintendent of Education
Presented to: The Huron-Perth Catholic District School Board
Date: September 22, 2025
Submitted by: Karen Tigani, Director of Education and Secretary

SMOKING AND VAPING POLICY

Public Session

BACKGROUND

The Huron-Perth Catholic District School Board is fully committed to educating the whole child—addressing academic achievement through the Ontario Curriculum while also nurturing each student’s dignity as a cherished child of God. Ensuring that students understand the health risks associated with smoking and vaping fulfills both of these goals. It reinforces our commitment to student well-being and provides parents with confidence that their children are learning in a safe and supportive environment.

At the foundation of this policy is our duty to comply with all relevant legislation, including the *Smoke-Free Ontario Act, 2017*, the *Cannabis Control Act, 2017*, the *Education Act*, and Policy/Program Memoranda (PPM) 145 and 128. This policy was last updated in 2017 and reflects our ongoing responsibility to align with current laws, best practices, and the values of Catholic education.

DEVELOPMENTS

The review and revision of this policy followed a thorough process that sought input from a range of perspectives, including school administrators, mental health professionals, learning coordinators, and representatives from Huron Perth Public Health. This collaborative approach ensured the policy reflects both current legislative requirements and the practical realities of implementation in schools.

The policy continues to explicitly prohibit the use and supply of tobacco, cannabis, and vaping products on school property, within 20 metres of school grounds, and at any school or Board-sanctioned event. It includes provisions for offence procedures, possible legal action, and a strengthened emphasis on preventive education beginning in the primary grades and continuing through secondary school. The previous policy referred to a “first offence”; however, this revision removes that distinction. Administrators will now treat any occurrence as an offence and will consult the Progressive Discipline Policy to determine appropriate next steps.

The former version of the policy was based on the *Smoke-Free Ontario Act, 2017*, which is focused on lit products. For clarity, the revised policy expands violations to include possession—whether or not the product is lit—under the authority of the Board’s School Code of Conduct. In addition, Appendix “A” from the previous policy is now moot, as Huron Perth Public Health has transitioned to a web portal for reporting. As a result, the former Appendices “B” and “C” have been renamed “A” and “B” accordingly.

The revised policy reinforces the Board's commitment to student safety, health education, and Catholic values, while providing clear expectations for students, staff, parents, and visitors.

The full policy is attached to this report. The policy will be posted to the Board website for vetting in advance of consideration for approval.

RECOMMENDATION

THAT the Huron-Perth Catholic District School Board receives the Smoking and Vaping policy for approval.



HURON-PERTH CATHOLIC

District School Board

Smoking and Vaping on Property Under the Board's Jurisdiction

Adopted:	October 26, 1998	Policy #:	P 2.1.13.
Revised:	January 28, 2019	Policy Category:	2.1. School Operations

BELIEF STATEMENT

The Huron-Perth Catholic District School Board is committed to safe, healthy, and faith-filled learning environments. Guided by Gospel values, we believe caring for our bodies honours the dignity of every person as created by God.

This policy adheres to all pertinent statutes and regulations and prohibits the use, possession, or supply of tobacco, cannabis, and vaping products on school property, at school events, and within designated smoke and vape free zones. We aim to protect health, promote positive choices, and model behaviours that reflect our Catholic identity.

POLICY STATEMENT

The Huron-Perth Catholic District School Board recognizes that the use of tobacco, cannabis, and vaping products poses serious health risks. The trustees, administrators, and staff of the Board are expected to provide strong leadership to ensure that the harmful health effects of both direct and second-hand smoke are minimized, and that students under our care are actively discouraged from using tobacco, cannabis, and vaping products, including electronic cigarettes (e-cigarettes).

PROCEDURE:

The Use, Supply or Possession of Tobacco, Vaping Products, and Cannabis

The *Smoke-Free Ontario Act, 2017* prohibits smoking, holding lit tobacco or cannabis (medical or recreational), and using an e-cigarette to vape any substance in certain areas. All Board buildings, vehicles, school grounds, vehicles parked on the grounds, and public areas within 20 metres of the school property are designated smoke and vape free environments. This prohibition applies to all Board employees, students, and visitors at all times, during and outside classroom hours. Not complying with the Act is an offence and legal action may be taken.

[The Smoke-Free Ontario Act makes it illegal for anyone to sell or supply tobacco or vaping products to any person under 19 years of age. In addition, possession of these products on school property or at school events—whether lit, open, or in use—constitutes a breach of the School Code of Conduct. Such matters are governed under PPM 128 and PPM 145 and corresponding Board policies, and the principal may, at their discretion, notify the Huron Perth Public Health Unit.](#)

The use of tobacco or vaping products, and smoking/vaping of cannabis on Board property, schools, school grounds, within 20 meters of school grounds and out of classroom programs,

activities, and facilities approved by or under the jurisdiction of the Board is not permitted. **The use, sale, or supply of tobacco, vaping products, or cannabis is strictly prohibited on Board property, within 20 metres of school grounds, and at any Board-approved programs, activities, or facilities.**

Related information will be communicated orally and/or in writing by the principal or designate to all students and parents/guardians at the beginning of the school year, and by signage or symbol to all visitors. This initial communication will serve as the first warning.

The principal will ensure that **“No Smoking/No Vaping”** signage a no smoking/no vaping sign is posted at all entrances and exits to the school, washrooms, and property in accordance with the *Smoke-Free Ontario Act*.

Offence Process

For an offence of smoking, holding lit tobacco or cannabis, using a vaping product, or supplying tobacco or vaping products on school property during a school year, witnessed and verified by a Board employee, the principal or designate will:

1. Confiscate the product.
2. Complete the Smoke-Free Ontario Act Notification [eForm](#), which will communicate said incident to a Tobacco Enforcement Officer at Huron Perth Public Health.
3. Forward a prescribed letter of concern (Appendices “A” and “B”) stating the specific offence to:
 - The student (if 18 years of age or older), or
 - The student’s parent/guardian.

The Tobacco Enforcement Officer may proceed with legal action.

Whether or not the Tobacco Enforcement Officer proceeds, the principal or designate may administer disciplinary measures deemed appropriate, up to and including suspension, as per the Progressive Discipline Policy.

Violations

Violations may include, but are not limited to:

- a) smoking or holding lit tobacco or consuming tobacco products;
- b) using a vaping product;
- c) smoking or holding lit cannabis;
- d) selling or supplying a tobacco, cannabis or vaping product to a person under the age of 19 on school property.
- e) Being in possession of tobacco, cannabis, or vaping products on school property or at school events, regardless of whether the product is lit, open, or in use. In cases where this violation occurs, the principal may, at their discretion, notify the Huron Perth Public Health Unit. However, this conduct constitutes a breach of the School Code of Conduct and does not fall within the jurisdiction of the Smoke-Free Ontario Act, 2017. This matter is governed by the provisions outlined in Policy/Program Memorandum (PPM) 128: The Provincial Code of Conduct and School Board Codes of Conduct and PPM 145: Progressive Discipline and Promoting Positive Student Behaviour and the corresponding board policies.

Preventive Education

The goal of a preventive education program is to reduce the number of students who use tobacco, cannabis, and vaping products and to reduce the number of tobacco and vaping products being supplied to those under the age of 19 years. The Board will implement a preventive education curriculum and associated activities to encourage students to make decisions that promote a healthy lifestyle. .

The preventive education program shall begin at the primary division and extend through the Ontario secondary school curriculum.

Disciplinary Action

A goal of disciplinary action is to protect the health and safety of all students, staff, and visitors and to deter students from using or supplying tobacco, cannabis, and vaping products by deferring students from using tobacco, cannabis, and vaping products and/or supplying tobacco, cannabis, and vaping products on Board property or at Board sponsored events.

Disciplinary action is also intended to confront students with the consequences of their actions and to encourage the adoption of healthy, substance-free lifestyles. At minimum, in the case of these substances being found in the possession of students, parents must be notified, and the student must surrender the item(s) to the educator or administrator. As per PPM 145, it is expected that students involved in these incidents would receive support to learn from inappropriate behaviours and make choices that support continuing their learning, as well as to encourage the adoption of healthy lifestyles.

DEFINITIONS:

- **Tobacco and Nicotine Products:** Includes cigarettes, electronic cigarettes (vaping devices)
- **Prohibited Items:** Items that are banned within the school environment, including tobacco, nicotine products, alcohol, illegal drugs, and personal mobile devices when used in violation of the policy.
- **Smoking Product:** Any substance whose primary purpose is to be burned or heated to produce vapours, gases, or smoke, which may be inhaled, and shall include but is not limited to tobacco, non-tobacco herbal shisha, cannabis or any other substance
- **Vaping Product:** An electronic cigarette (e-cigarette), an e-substance or any component of an e-cigarette. An e-cigarette is a vapourizer or inhalant-type device that contains a power source and heating element designed to heat a substance and produce a vapour intended to be inhaled by the user whether or not the vapour contains nicotine
- **Cannabis:** Cannabis means any part of the cannabis plant as defined within the Cannabis Control Act, 2017

REFERENCES:

- [PPM 128](#)
- [PPM 145](#)
- [Smoke-Free Ontario Act, 2017](#)
- [Cannabis Control Act, 2017](#)
- Progressive Discipline Policy
- Board School Code of Conduct

RESOURCES, APPENDICES AND FORMS:

- Appendix A - School Issued Letter Following an Offence - Smoking/Vaping on School Property
- Appendix B - School Issued Letter Following an Offence - Supplying Tobacco and Vaping Products to Minors
- [Smoke-Free Ontario Act School Incident Report Form](#)
- [The HPCDB Educator Resource Site](#)



HURON-PERTH CATHOLIC

District School Board

School Issued Letter Following an Offence - Smoking/Vaping on School Property (Copy and paste information below onto school letterhead)

(Date)

(Student's Parent/Guardian)

(Address)

Dear Parent/Guardian:

Re: Smoking/Vaping on school property

This is to inform you that on the _____ day of _____, 20____, at _____ am/pm, your son/daughter _____ was found to be smoking/vaping on school property.

Under the Smoke-Free Ontario Act, 2017 no person within the school, on school grounds or within 20 metres of the perimeter of the school property shall engage in the following activities:

- Smoke/hold lighted tobacco or cannabis
- Use an electronic cigarette to vape any substance, including cannabis

Please inform your child that engaging in these activities at any time is against school policy as well as a contravention of the Smoke-Free Ontario Act.

As per school policy, we will be contacting the Huron Perth Health Unit. A Tobacco Enforcement Officer will come to meet with me and your child. Your son/daughter may receive a ticket for a set fine or a summons to appear before the Ontario Court (Provincial Division).

Sincerely,

Principal's Signature



HURON-PERTH CATHOLIC

District School Board

School Issued Letter Following an Offence - Supplying Tobacco and Vaping Products to Minors

(Date)

(Student's Parent/Guardian)

(Address)

Dear Parent/Guardian:

Re: Supplying Tobacco and Vaping Products to Minors

This is to inform you that on the _____ day of _____, 20____, at _____ am/pm, your son/daughter _____ was found to be supplying a tobacco/vaping product to a person who is less than 19 years old. This is an offence contrary to the Smoke Free Ontario Act.

Supplying tobacco or vaping products to a person who is less than 19 years old is against school policy as well as a contravention of the Smoke-Free Ontario Act.

As per school policy, we will be contacting the Huron Perth Health Unit. A Tobacco Enforcement Officer will come to meet with me and your child. Your son/daughter may receive a ticket for a set fine or a summons to appear before the Ontario Court (Provincial Division).

If you have any questions regarding this matter please feel free to contact the school or Huron Perth Public Health.

Sincerely,

Principal's Signature



REPORT TO THE HURON-PERTH CATHOLIC DISTRICT SCHOOL BOARD

Prepared by: Sean McDade, Superintendent of Education
Presented to: The Huron-Perth Catholic District School Board
Date: September 22, 2025
Submitted by: Karen Tigani, Director of Education and Secretary

FAITH FORMATION - NOTRE DAME COURSE

Public Session

BACKGROUND

As a Catholic school system, we are entrusted with the sacred mission of forming leaders who are deeply rooted in faith, guided by the Gospel, and committed to nurturing vibrant Catholic communities in our schools. This faith formation initiative responds directly to this call by embedding theological formation into the ongoing leadership development of our principals, coordinators, and managers.

DEVELOPMENTS

This initiative, in partnership with the University of Notre Dame's McGrath Institute for Church Life, integrates an academic and pastoral formation course into our Leadership Learning Communities (LLCs). It reflects both the urgency and joy of our Board's strategic commitment: *On Fire with the Spirit – Awaken, Illuminate, Rejoice*.

Alignment to Strategic Plan

Strategic Goal for Faith Formation:

The District will provide ongoing catechesis and faith formation for both staff and students through a variety of modes.

This initiative advances our plan by:

- Providing structured, scholarly, and accessible theological learning.
- Equipping leaders to articulate and defend the core teachings of the Catholic Church.
- Ensuring that faith formation cascades into every school community through professional development delivered by principals and coordinators.

By embedding this work into LLCs, we are making faith formation not an "add-on," but a central pillar of Catholic leadership development.

Program Description

Course Title: *Foundations in Catholic Belief*

Through 24 video lectures led by six distinguished professors from the University of Notre Dame, participants will explore essential questions of faith, including:

- What is faith, and why does it matter?
- Who is Jesus Christ, and how is He both God and human?
- How do Catholics understand creation, salvation, and eternal life?
- What do Catholics believe about the Holy Spirit, the Church, and the Sacraments?

The course is known for its dynamic teaching, weaving together theology, Scripture, art, and lived experience in ways that are engaging and pastorally relevant.

Integration: One course unit will be studied in each LLC session (September to March), with approximately one hour dedicated per session. Participants will engage in preparatory reading, reflection, and follow-up discussions.

Implementation Plan

Course Outline

- **September:** The Creed – *Jessica Keating*
- **October:** Creation – *Christopher Baglow*
- **November:** Jesus Christ – *Joshua McManaway*
- **January:** Salvation in Jesus Christ – *Leonard DeLorenzo*
- **February:** The Church and Sacraments – *Timothy P. O'Malley*
- **March:** The Last Things – *Margaret B. Freddoso*

Each unit begins with Scriptural meditation, explores core sections of the Catechism, and applies Catholic teaching to contemporary cultural challenges.

Impact and Benefits

This initiative will:

- Deepen the theological and pastoral formation of Catholic school leaders.
- Provide a consistent, high-quality faith formation program across all schools.
- Strengthen leaders' confidence in teaching, witnessing to, and celebrating the Catholic faith.
- Enrich the Catholic culture of our schools by ensuring formation "flows down" from leadership to staff, and ultimately, to students.

Partnership with Notre Dame

The University of Notre Dame is globally recognized for its excellence in Catholic higher education and its mission to form servant leaders. The McGrath Institute for Church Life provides resources and expertise that bridge scholarship and pastoral practice, making it uniquely suited for this initiative.

While Canadian theological institutes were reviewed, none offered the same combination of academic rigor, pastoral accessibility, flexible delivery, and integration into leadership development. This partnership ensures that our leaders receive world-class Catholic formation that is practical and mission-focused.

Conclusion

Our Catholic schools must be places where faith is not only taught but lived with joy, conviction, and courage. By embedding this course into our Leadership Learning Communities, we are igniting a fire of faith formation that will radiate through every classroom, every staff meeting, and every school community.

This investment—both spiritual and financial—ensures that our leaders are not only effective administrators but also authentic witnesses to Christ. In doing so, we remain true to our mission and faithful to our Strategic Plan commitment: *On Fire with the Spirit – Awaken, Illuminate, Rejoice.*

RECOMMENDATION

THAT the Huron-Perth Catholic District School Board receives the Faith Formation - Notre Dame Course for information.

Prepared by: Tara Boreham, Superintendent of Education
Presented to: The Huron-Perth Catholic District School Board
Date: September 22, 2025
Submitted by: Karen Tigani, Director of Education and Secretary

SPECIAL EDUCATION SUMMER PROGRAMMING & TRANSITION SUPPORT

Public Session

BACKGROUND

The Huron-Perth Catholic District School Board received funding from the Ministry to provide summer programming and transition support for students with special education needs. These programs were designed to enrich learning, build key skills, and support smooth transitions between school years. Over the summer, a variety of engaging initiatives were offered, reaching students across multiple grade levels. Feedback from participants and caregivers was highly positive, highlighting meaningful experiences that fostered growth, confidence, and successful transitions for students with diverse needs.

DEVELOPMENTS

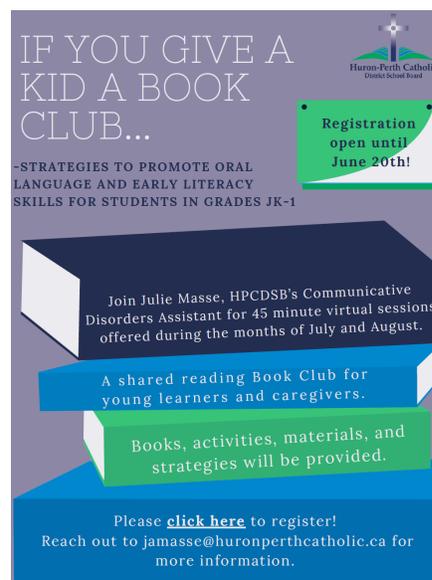
During July, August and September, the System Special Education Team offered a variety of programs designed to enrich learning and support smooth transitions for students with special education needs. The following programs were implemented:

1) Early Literacy Enrichment (JK - Grade 1)

This virtual program was open to all students in Junior Kindergarten through Grade 1. Students and caregivers participated in a shared reading Book Club, using a dialogic reading approach which is an evidence-based practice that promotes oral language development and early literacy skills. Small groups of 3 or 4 students engaged in repeated, interactive book readings, with caregivers welcomed and encouraged to join. Each session included games, activities, and engaging discussions. Selected books and materials were sent home with participants prior to the end of the school year. The program aimed to expand vocabulary, improve reading comprehension, increase print awareness, foster reading engagement and motivation, and support the development of social interaction skills.

2) Welcome to the Nest (Transition to Secondary School)

“Welcome to the Nest” was a two-day, in-person program designed to support students transitioning to high school. During this program, students practiced using locks and lockers, prepared healthy snacks and lunches, accessed their schedules early, and practiced finding classrooms. They also organized school supplies and personal locker items and met staff members who



IF YOU GIVE A KID A BOOK CLUB...

Registration open until June 20th!

STRATEGIES TO PROMOTE ORAL LANGUAGE AND EARLY LITERACY SKILLS FOR STUDENTS IN GRADES JK-1

Join Julie Masse, HPCDSB's Communicative Disorders Assistant for 45 minute virtual sessions offered during the months of July and August.

A shared reading Book Club for young learners and caregivers.

Books, activities, materials, and strategies will be provided.

Please [click here](#) to register!
Reach out to jamasse@huronperthcatholic.ca for more information.

would serve as key supports throughout the school year. Interactive activities focused on building social connections, self-esteem, and confidence formed a core part of the experience.



3) Summer Fun Exploration Camp (Elementary Students)

This two-day camp, hosted at St. Patrick's Elementary School in Dublin, welcomed students from across the district who could benefit from structured social skill development through play. Students participated in outdoor exploration centers, water and sensory play activities, and group-based learning opportunities. The program targeted social skills such as giving compliments and using kind words, helping others, sharing and turn-taking, and participating in group activities.



4) Transition Supports (August & September)

A range of transition supports was provided to ensure a smooth start to the school year. These included additional staffing where needed, intentional transition planning and support from both school and system teams, and the development or purchase of materials and equipment tailored to individual student needs. These efforts contributed to a positive and successful start to the school year for students with special education needs.

RECOMMENDATION

THAT the Huron-Perth Catholic District School Board receives the Special Education Summer Programming and Transition Support for information.



REPORT TO THE HURON-PERTH CATHOLIC DISTRICT SCHOOL BOARD

Prepared by: Dean DeLuca – St. Michael CSS, Stratford
Addison Thuss – St. Anne's CSS, Clinton
Presented to: The Huron-Perth Catholic District School Board
Date: September 22, 2025
Submitted by: Karen Tigani, Director of Education and Secretary

STUDENT TRUSTEES' REPORT

Public Session

BACKGROUND

The Huron-Perth Catholic District School Board recognizes that student trustees are an important and valuable voice in representing the interests of the student body at Board Meetings. The Board is committed to providing an opportunity for student voice at the Board table.

Below is a summary highlighting Catholic faith initiatives, academic updates and information about activities and events taking place at each of our secondary schools.

DEVELOPMENTS

Religious/Charitable Events/Accomplishments

St. Michael CSS

- Grade 9 Orientation took place on August 27 from 10:00 am - 12:00 pm. The morning began with an introduction from Principal Bell and Vice Principal Hastings, followed by a prayer in the cafeteria. Students then had the opportunity to tour the school, visit their homeroom, find their locker locations, and meet different staff around the building. Many senior students also volunteered to help lead this event.
- Administration held grade specific assemblies on September 10. The presentation began with an opening prayer, led by our chaplain Natalie. Following that, students were greeted by Principal Bell, Vice principal Hastings, as well as, other staff members to discuss the student expectations and responsibilities in order to have a successful school year.
- Our opening school Mass is being held on September 23, at St. Joseph's Parish. It will be a beautiful celebration to begin the new school year.
- The Grade 12 retreat is taking place at Hidden Acres Camp on September 26. The focus is based upon the theme of "A Legacy We Leave".
- An early morning Mass for the feast of St. Michael will be celebrated in the chapel for staff on September 30.
- Bible study, led by Mr. Garrick and Chaplain Natalie will take place every Tuesday after school in the chapel.
- The school choir began rehearsals, and they will be providing the music for our opening Mass.

St. Anne's CSS

- We hosted our opening Mass on September 11 with Father Tony.
- We held the grade 9 retreat on September 12.
- We had our grade 9 orientation on September 12.

Academic Events/Accomplishments

St. Michael CSS

- The DECA Business club began meeting Tuesdays and Wednesdays each week after school.
- SHSM students had the chance to complete First Aid and CPR training on September 5 and 8 in the school library.
- Working at heights training occurred for SHSM students on September 10.
- The Outdoor Farm Show for SHSM students occurred on September 10 from 9:00 am - 3:00 pm.
- OYAP tech field trip to Conestoga College took place on September 17. Students were able to view some of the tech programs and options that Conestoga provides.
- An Electrical dual credit starts on September 23.

St. Anne's CSS

- We had our Grade 9 barbeque on August 28; over 95% of our new students attended with family and/or friends.
- Starting on September 12, we are having our university and colleges coming in during senior lunch. Our first University coming is TMU (Toronto Metropolitan University).
- September 10 our Grade 11 and 12 SHSM students attended the Outdoor Farm Show outside Woodstock, Ontario.
- SHSM working at heights was held on September 15 and 16 followed by elevated platform training on September 18.
- The Conestoga College trades trip took place September 17.
- Welcome back assemblies were hosted for all grade groups on September 3.

Athletics/Arts Events/Accomplishments

St. Michael CSS

- The Boy's Volleyball season began with tryouts being held for both Junior and Senior boys teams.
- The Senior Girls Basketball team participated in the first tournament of the year in Lambton on September 5.
- The Varsity boys baseball team played their first games of the season on September 10.
- Art SHSM students attended a production of *Anne of Green Gables* on September 11.
- The school play was announced to be either *Rock of Ages* or *Grease*. Auditions took place on Monday September 15 and Wednesday September 17.
- Cross-Country season has officially started.
- Art club has commenced and will continue weekly led by art teacher Ms. Longstaff.

St. Anne's CSS

- Our Esports club started September 9 during lunch and the Gamers & Book club began September 9 after school.
- Girls field hockey started September 5.
- Boys Baseball started up September 4.
- Senior boys volleyball started September 5.
- Junior boys volleyball is starting September 10.
- Both Junior and senior girls basketball started September 9.
- Cross country also started September 9.
- Drama club began on September 8.
- Mr Geddis had the band up and running on September 11.
- Our ARC club started their first meeting on September 16, and their first organized event on September 30 as well as a promotion of Orange Shirt Day

RECOMMENDATION

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



REPORT TO THE HURON-PERTH CATHOLIC DISTRICT SCHOOL BOARD

Prepared by: Mary-Ellen Ducharme, Superintendent of Business and Treasurer
Presented to: The Huron-Perth Catholic District School Board
Date: September 22, 2025
Submitted by: Karen Tigani, Director of Education and Secretary

2025-26 ENROLMENT UPDATE - SEPTEMBER 2025

Public Session

BACKGROUND

2025-26 enrolment projections were:

- Elementary: 3,357.0 Average Daily Enrolment (ADE)
- Secondary:

Pupils of the Board	1,181.0 ADE
High Credit	15.0 ADE
Other Pupils	8.0 ADE

Day-school ADE is based on two count dates within the school year; the last school day of October and March. Enrolment on each count date accounts for 50% of the overall enrolment utilized for the 2025-26 Core Education Funding (Core Ed). Part-time students are reported as .5 ADE at each count date. The 2025-26 secondary ADE (Pupils of the Board + High Credit) represents the average of the October (1,212) and March (1,180) enrollment projections. March enrollment at the secondary panel is lower than enrollment at the October count date.

DEVELOPMENT

Elementary attendance and enrollment reports are run and monitored weekly at the beginning of each school year. Checks for reasonability are done, as well a follow up with schools to confirm numbers reported provide an accurate reflection of students in the schools. While on the elementary panel we can expect to see enrolment settle by the end of September, secondary enrolment may continue to see some significant changes up to the October 31 count date. To be noted, for both panels, there will be changes between the September enrolment numbers presented to the Board, and enrolment numbers on the official count date of October 31, 2025. A report detailing enrollment on September 18, 2025 will be provided as a walk-in report at the Board Meeting.

RECOMMENDATION

THAT the Huron-Perth Catholic District School Board receives the 2025-26 Enrolment Update - September 2025 Report for information.