

Regular Board Meeting
January 26, 2026 - 3:00 p.m.

MINUTES

Present:

Trustees: Chair Mary Helen Van Loon; Trustees Tina Doherty; Sue Muller (virtual), and Jim McDade (virtual)

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; and Superintendent of Business & Treasurer Mary-Ellen Ducharme

Absent: Vice-chair Amy Cronin

1. Opening Business

1.1. Opening Prayer & Condolences - Deacon Dan McPhee

1.2. Attendance - Noted above at start of meeting

1.3. Approval of Regular Board Meeting Agenda

1.4.

Moved by: Tina Doherty

Seconded by: Jim McDade

THAT the Huron-Perth Catholic District School Board approves the agenda of the Regular Board Meeting of January 26, 2026.

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 December 8, 2025.

Carried

1.7. Business Arising from the Minutes

- 1.7.1.** The Board discussed the separation of policy and administrative procedures. A question was raised regarding Trustee accountability and oversight of policies and administrative procedures. The Director of Education clarified that the Board's role is to establish the policies, it is the role of the Director and staff to operationalize those

policies through administrative procedures. It was noted that this distinction is based on the governance training modules for school boards provided by Ontario Education Services Corporation (OESC). Director Tigani will seek further clarification regarding provincial mandates for this structure and continue to inquire with other school boards to identify common practices. Director Tigani will report back to the Board once more information is gathered.

2. Presentations

3. Delegations

4. Consent Agenda

- 4.1. January Board Highlights
- 4.2. Approved Special Education Advisory Committee (SEAC) Meeting Minutes of November 10, 2025
- 4.3. Approved Catholic Education Team (CET) meeting minutes of April 9, 2025
- 4.4. Approved Equity, Diversity, Inclusion and Anti-racism (EDIAR) meeting minutes of November 11, 2025

Trustees inquired about specific strategies available for staff to handle incidents of racism, following the report on the recent Professional Development (PD) day. Superintendent Boreham responded that the day focused on building a foundational understanding of Human Rights (presented by legal counsel) and the “Dreams Delayed” report. Strategies in the EDIAR Action Plan to support staff include classroom practices, classroom audits, and equity goals. Staff collaborate to establish and implement school-specific equity goals.

Moved by: Jim McDade

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 Board Highlights for January for information.

AND

THAT the Huron-Perth Catholic District School Board receives the approved Special Education Advisory Committee (SEAC) Meeting Minutes of November 10, 2025

AND

THAT the Huron-Perth Catholic District School Board receives the approved Catholic Education Team (CET) Meeting Minutes of April 9, 2025

AND

THAT the Huron-Perth Catholic District School Board receives the approved Equity, Diversity, Inclusion and Anti-racism (EDIAR) Meeting Minutes of November 11, 2025.

Carried

5. Committee and Staff Reports

5.1. Policy

5.1.1. Board Policies for Review:

- a) Parent Communication Protocol (P2.1.6.)

Trustees raised questions regarding the draft policy depiction of the Trustee role in parent communications. There was a concern that the policy might signal to parents that they should not contact Trustees. Specifically the “Board level matters” section was too limited and did not reflect the full scope of Trustee responsibilities. There was an inquiry into why specific response timelines were not stated in the policy.

Director Tigani clarified that current communication practices will continue; parent inquiries will still be referred to the appropriate school level for resolution. Superintendent McDade noted that the section aligns with the Education Act and Ministry of Education direction, which outlines the legislated roles of Trustees. It was noted that specific timelines are referenced in the corresponding administrative procedures rather than the board policy.

Staff will take Trustee’s feedback into consideration and a revised draft of the policy will be presented for approval at the February meeting. Director Tigani encouraged Trustees to reach out with any additional feedback prior to the February meeting.

Moved by: Jim McDade

Seconded by: Sue Muller

THAT the Huron-Perth Catholic District School Board receives the following policy for review:
2.1.16. Parent Communication Protocol

Carried

5.1.2. Board Policies Recommended for Approval/Rescinding:

- a) Health and Safety
- b) Workplace Harassment
- c) Violence in the Workplace
- d) Advertising
- e) Expressions of Sympathy/Get Well

Moved by: Tina Doherty

Seconded by: Sue Muller

THAT the Huron-Perth Catholic District School Board approves the following policies: Health and Safety, Workplace Harassment, Violence in the Workplace, Advertising and Expressions of Sympathy/Get Well.

Carried

5.2. Student Achievement and Catholicity

5.2.1. Strategic Plan Update Report

Director Tigani reported that the district is largely on track with its strategic goals. However, a slight decrease in Specialist High Skills Major (SHSM) enrollment was noted. Director Tigani informed the Board that Superintendents and secondary staff will continue to investigate contributing factors to the decrease.

Trustees inquired if "inclusion" refers to all students (including racialized students and those with mental health needs) rather than the historical focus on Special Education. Director Tigani agreed, noting the importance of broadening this terminology moving forward to reflect the district's changing demographics.

Trustees asked if the "Removing Barriers" funding (Grades 7–12) is also supporting Kindergarten. Superintendent Boreham confirmed that while funding arrived in November,

supports are being directed into Kindergarten classrooms to focus on self-regulation and foundational literacy.

Trustees raised concerns regarding the impact of AI on STEM (Expectation #4). Director Tigani responded that the district will continue to follow Ministry curriculum guidelines and that AI's impact will be a consideration in the development of the next strategic plan.

Moved by: Sue Muller

Seconded by: Jim McDade

THAT the Huron-Perth Catholic District School Board receives the Strategic Plan Update report for information.

Carried

5.2.2. Fiat Fellowship Program Report

Director Tigani shared that 20 applications have been received for the program from both corporate and academic divisions. A huge congratulations to the Superintendents for their work and discernment on this leadership program.

Moved by: Jim McDade

Seconded by: Sue Muller

THAT the Huron-Perth Catholic District School Board receives the FIAT Fellowship Program report for information.

Carried

5.2.3. Student Trustees' Report

Student trustees shared about their experience at the Ontario Catholic School Trustees Association (OCSTA) seminar in January.

Moved by: Tina Doherty

Seconded by: Sue Muller

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

Carried

5.3. Corporate Services and Operations

5.3.1. 2025-2026 Revised Estimates

Superintendent Ducharme provided an overview of the revised estimates.

Moved by: Tina Doherty

Seconded by: Jim McDade

THAT the Huron-Perth Catholic District School Board approves the 2025-26 Revised Estimates budget in the amounts of \$86,206,510 operating revenue, and expenditures of \$86,206,510.

Carried

5.3.2. November 30, 2025 Financial Report

Superintendent Ducharme noted that there are no concerns for the first quarter. Finance staff are monitoring expenses to budget on a regular basis.

Moved by: Sue Muller

Seconded by: Tina Doherty

THAT the Huron-Perth Catholic District School Board receives the November 30, 2025 Financial Report.

Carried

5.3.3. 2026-2027 Budget Procedures Manual

Trustees expressed concerns regarding Kindergarten class size. The inquiry focused on whether planning could account for student needs and "room for growth" when setting budgets and class sizes. Director Tigani responded that while the district must operate within its budget, enrollment data and professional demographic projections are critical to the planning process. The goal remains finding a balance between fiscal responsibility and student well-being.

Moved by: Tina Doherty

Seconded by: Sue Muller

THAT the Huron-Perth Catholic District School Board receives the 2026-2027 Budget Procedures Manual.

Carried

6. Information and Correspondence

6.1. Order of St. Andre Bessette update - verbal

No nominations were received for the current cycle. The Board discussed potential barriers to engagement, including updates to the nomination form and the effectiveness of current communication efforts. Explore alternative methods to reach the right audience, specifically system graduates and alumni.

6.2. Correspondence received from Algonquin & Lakeshore Catholic District School Board, dated January 14, 2026 re: Strengthening Our Commitment to Food Security for All

7. Notices of Motion

8. Notices of Motion Being Considered for Adoption

9. Trustee Inquiries

There were no Trustee inquiries

10. In-Camera Session of the Regular Board Meeting

Moved by: Tina Doherty

Seconded by: Sue Muller

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: Tina Doherty

Seconded by: Sue Muller

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

Carried

12. Future Meetings and Events

- February 9, 2026 - SEAC Meeting
- February 23, 2026 - Regular Board meeting
- March 9, 2026 - SEAC Meeting
- March 23, 2026 - Regular Board meeting
- March 25, 2026 - Catholic Parent Involvement Committee meeting
- April 14, 2026 - Equity, Diversity, Inclusion and Anti-racism Committee meeting
- April 30 - May 2, 2026 - OCSTA AGM & Conference

13. Closing Prayer - Deacon Dan McPhee

14. Adjournment

Moved by: Tina Doherty

Seconded by: Sue Muller

THAT the Huron-Perth Catholic District School Board adjourns the Regular Board Meeting of January 26, 2026.

Carried

CHAIRPERSON

SECRETARY