

Regular Board Meeting
March 25, 2024 - 3:00 p.m.

AGENDA

1. Opening Business

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| 1.1. | Opening Prayer & Condolences - Board Chaplain, Fr. David Butler | Pages 3-5 |
| 1.1.1. | Mass cards and condolences on behalf of the HPCDSB for March were sent to the family of Dennis Walker, father-in-law of Sophia-Marie Carew, French teacher at Sacred Heart School, Wingham, on his passing; to the family of Patrick Jeffrey, father of Leeanne Regier, educational assistant at St. Boniface School, Zurich; and to the Ursuline Sisters of Chatham, on the passing of Sister Patricia Anne Turner, retired teacher and principal at Our Lady of Mount Carmel School; to the family of Petronella Van Nynatten, mother-in-law of Valerie Basler, Executive Assistant to the Superintendent of Business, at the Catholic Education Centre, on her passing; to the family of Jack Ryan, father of Peggy Sloan, Teacher at St. Boniface School, on his passing; to the family of Bert Dykstra, father-in-law of Tara Dykstra, Skills Development Facilitator at the Catholic Education Centre, on his passing. | |
| 1.2. | Attendance | |
| 1.3. | Approval of the Regular Board Meeting Agenda of February 26, 2024 | Pages 1-2 |
| 1.4. | Declaration of Interest | |
| 1.5. | Approval of the Regular Board Meeting Minutes of February 26, 2024 | Pages 6-11 |
| 1.6. | Business Arising from the Minutes of the Regular Board Meeting of February 26, 2024 | |

2. Presentations

3. Delegations

4. Consent Agenda

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|------|---|-------------|
| 4.1. | March Board Highlights | Pages 12-18 |
| 4.2. | Approved Equity, Diversity, Inclusion and Anti-Racism (EDIAR) Committee Meeting Minutes of December 6, 2023 | Pages 19-21 |
| 4.3. | Approved Flag Policy Committee Meeting Minutes of January 15, 2024 | Pages 22-23 |
| 4.4. | Approved Catholic Parent Involvement Committee (CPIC) Meeting Minutes of November 14, 2023 | Pages 24-26 |
| 4.5. | Approved Catholic Education Team (CET) Meeting Minutes of October 25, 2023 | Pages 27-35 |
| 4.6. | March 2024 Health and Safety Report | Pages 36-38 |
| 4.7. | Portable Purchase >\$100K | Pages 39-40 |
| 4.8. | Nutritional Management Services Report | Pages 41-43 |
| 4.9. | 2023 Public Sector Salary Disclosure | Pages 44-48 |

5. Committee and Staff Reports

5.1. Policy

- 5.1.1. Board Policies for review:
 - Supervised Alternative Learning (SAL) Pages 49-63
 - Health and Safety Pages 64-66
 - Harassment Pages 67-71
 - Violence in the Workplace Pages 72-76
- 5.1.2. Board Policies recommended for approval/rescinding:
 - Director of Education Performance Appraisal (to rescind) Pages 77-81

5.2. Student Achievement and Catholicity

- 5.2.1. Math Action Plan Update Pages 82-84
- 5.2.2. Student Trustees' Report Pages 85-86

5.3. Corporate Services and Operations

- 5.3.1. 2024-2025 Budget Goals Page 87
- 5.3.2. Bill 124 Remedy Pages 88-89

6. Information and Correspondence

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

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.

12. Future Meetings and Events

- Regular Board Meeting - Monday, April 22, 2024, 3:00 p.m.
- Catholic Parent Involvement Committee (CPIC) Meeting - Wednesday, April 10, 2024, 6:00 p.m.
- Special Education Advisory Committee (SEAC) Meeting - Monday, April 15, 2024, 4:00 p.m.
- Catholic Education Week (CEW) Mass & Award Celebration - Monday, May 6, 2024, 5:00 p.m.
- Sowing the Seed - DOL Trustees Retreat - Friday, June 7, 2024, St. Peter's Seminary

13. Closing Prayer - Board Chaplain, Fr. David Butler

14. Adjournment



HURON-PERTH CATHOLIC

District School Board

**Regular Board Meeting
Monday, March 25, 2024**

**Opening Prayer - Catholic Education Week Theme
"As People of Justice"**

Intentions and Reflection - Board Chaplain, Father David

The Board Chaplain, Father David will lead us in the opening prayer and special intentions, reflections and condolences.

Opening Prayer - Board Chaplain, Father David

God of love and infinite wisdom,

Instill in us the courage it takes to learn, unlearn, and re-learn to seek the truth and guide us into action.

Inspire us to serve those who are not always affirmed.

Please provide us with empathy and foresight as servant leaders to support and empower one another.

As we embrace your wisdom to strive towards reconciliation, let us unite as one body in Christ. We ask this through our Lord and Saviour, Jesus Christ, one body forever and ever. Amen.

Stations - The Way of the Cross with Pope Francis *(beginning with Fr. Butler we will pass around a booklet and take turns reading the Stations/intentions)*

Fr. Butler:

Dear Brothers and Sisters;

Once again, the Pasch of the Lord draws near!

In our preparation for Easter, God in His providence offers us each year the season of Lent as a sacramental sign of our conversion. Lent summons us, and enables us, to come back to the Lord wholeheartedly and in every aspect of our life.

Station One - Jesus is Condemned to Death

Response: Enlighten us, Lord Jesus!

Station Two - Jesus Takes Up His Cross

Response: Deliver us, Lord Jesus!

Station Three - Jesus Falls for the First Time

Response: Raise us up, Lord Jesus!

Station Four - Jesus Meets His Mother

Response: Grant that we may recognize you, Lord Jesus!

Station Five - Simon of Cyrene Helps Jesus Carry His Cross

Response: Forgive us, Lord Jesus!

Station Six - Veronica Wipes the Face of Jesus

Response: Grant us your gaze, Lord Jesus!

Station Seven - Jesus Falls for the Second Time

Response: Make us strong, Lord Jesus!

Station Eight - Jesus Meets the Women of Jerusalem

Response: Convert us, Lord Jesus!

Station Nine - Jesus Falls for the Third Time

Response: Heal us, Lord Jesus!

Station Ten - Jesus is Stripped of His Clothes

Response: Purify us, Lord Jesus!

Station Eleven - Jesus is Nailed to the Cross

Response: Heal us, Lord Jesus!

Station Twelve - Jesus Dies Forgiving Those who Crucified Him

Response: Teach us, Lord Jesus!

Station Thirteen - Jesus is Taken Down from the Cross

Response: Have mercy on us, Lord Jesus!

Station Fourteen - Jesus is Placed in the Tomb

Response: Preserve us, Lord Jesus!

Intentions - Superintendents

Superintendent Ducharme:

Let us pray for those in equity-deserving groups who seek justice and reconciliation.
For them, we pray to the Lord...

All: Lord hear our prayer.

Superintendent Tigani:

Let us pray for the conversion of heart of those who oppress and marginalize others.
For this, we pray to the Lord...

All: Lord hear our prayer.

Superintendent Boreham:

Let us pray for our own daily witness that we may contribute to the work of shaping a more just and inclusive society.

For this, we pray to the Lord...

All: Lord hear our prayer.

Closing Prayer - Board Chaplain, Father David

God of Renewal and Hope,

You call us to serve others and seek justice for humanity.

Give us the perseverance and the courage to build a more equitable and inclusive society, both in our schools and in the world around us.

We ask this through Christ our liberator and companion.

Amen.

Board Chaplain, Father David: St. André Bessette.

All: Pray for us.

Sign of the Cross: In the Name of the Father, and of the Son, and of the Holy Spirit, Amen.

Regular Board Meeting
February 26, 2024 – 3:00 p.m.

MINUTES

(In-Person)

Present:

Board Chaplain: Fr. David Butler

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

Student Trustee: Kiersten Ryan, St. Anne's CSS, Clinton; Mya Moore, St. Michael CSS, Stratford

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

Absent:

1. Opening Business

1.1. Opening Prayer & Condolences - Board Chaplain, Fr. David Butler & Board of Trustees

1.2. Attendance - Noted above

1.3. Approval of Regular Board Meeting Agenda

Moved by: Amy Cronin

Seconded by: Sue Muller

THAT the Huron-Perth Catholic District School Board approves the agenda of the Regular Board Meeting of February 26, 2024.

Carried

1.4. Declaration of Interest

None.

1.5. Approval of Regular Board Meeting Minutes

Moved by: Jim McDade

Seconded by: Amy Cronin

THAT the Huron-Perth Catholic District School Board approves the minutes of the Regular Board Meeting of January 22, 2024.

Carried

1.6. Business Arising from the Minutes

2. Presentations

2.1. Vice-Chair McDade Recipient of OCSTA Trustee Award of Merit

Chair Van Loon shared the news of Vice-Chair McDade's nomination and upcoming recipient of the OCSTA Trustee Award of Merit. Vice-Chair McDade will be recognized provincially at the OCSTA AGM & Conference as well as at the Catholic Education Week Mass & Celebration at the system level in May. Vice-Chair McDade thanked the Board of Trustees for the honour and nomination.

3. Delegations

4. Consent Agenda

4.1. February Board Highlights

4.2. Approved Special Education Advisory Committee (SEAC) Meeting Minutes of January 15, 2024

4.3. Approved Huron Perth Student Transportation Service (HPSTS) Meeting Minutes of October 17, 2023

4.4. Facility Project Approvals

Trustees inquired about the February Highlights including the Early Reading Screening training for educators and DECEs and the process for monitoring and supporting students as part of the screening program, Black History Month in regards to the capability to track the usage of the resources provided such as 'My Place in this World: A Black Heritage Curriculum'. Superintendent Boreham shared the Board is looking into this option, the tool can be used year-round in many different curriculum areas. Trustees also inquired about the Board's participation at the Religious Education Congress that Superintendent Tigani and the Religion and Family Life Coordinator attended, hosted by the Archdiocese of Los Angeles recently.

Trustees inquired about Victim Services Huron providing the Recognizing Exploitation a Syllabus to End Trafficking (RESET) curriculum and anti-human trafficking presentations to students in Grades 7 and 8. Trustees inquired about CPR training for all secondary students in addition to the students who are enrolled on cooperative placements. Director Roehrig shared there is staff CPR and first aid training for each school, monitored by the JHS Committee, there is first aid training covered in the physical and health curriculum.

Trustees inquired about the Facility Project Approvals report, in regards to the roofing contracts and the costs associated with the projects. Superintendent Ducharme shared the costs are dependent on the sizing area of the projects, and the pricing quotes came in under budget.

Trustees shared their concerns from the most recent HPSTS committee meeting, in regard to the protocol for notifying the Board of Trustees about bus accidents and concerns about the number of bus drivers and the time length of students spent on the school bus to and from school. Director Roehrig shared the Board's current communication plan with notifications to the Board of Trustees and the provincial-level conversations that have occurred.

Moved by: Tina Doherty
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 February for information.

AND

THAT the Huron-Perth Catholic District School Board receives the approved Special Education Advisory Committee (SEAC) Meeting Minutes of January 15, 2024 and the approved Huron Perth Student Transportation Service (HPSTS) Meeting Minutes of October 17, 2023.

AND

THAT the Huron-Perth Catholic District School Board awards the capital projects to the Bidders listed in the summary for the total amount listed per project.

Carried

5. Committee and Staff Reports

5.1. Policy

5.1.1. Board Policies for Review:

5.1.2. Board Policies Recommended for Approval/Rescinding:

- Cooperative Education and Experiential Learning

Trustees inquired about the Cooperative Education and Experiential Learning policy, specifically the role of the Board (corporate board) in identifying responsibilities, ensuring when stating 'the Board' that it refers to the Director of Education (or his or her designate).

Moved by: Amy Cronin
Seconded by: Sue Muller

THAT the Huron-Perth Catholic District School Board approves policy Cooperative Education and Experiential Learning.

Carried

5.2. Student Achievement and Catholicity

5.2.1. Goals for the Strategic Plan 2024-2027

Trustees inquired about the Ministry requirements, as measured by EQAO, the reasoning of language used in the strategic plan report such as 'elevate', 'rigorous' and 'world-class levels', the inclusion of the reference to Bill 98, and the next steps of the plan.

Director Roehrig shared the recommended goals in the report and suggested they are currently high-level, but that the final goals of the strategic plan will include specific quantitative and expected targets of achievement in regards to EQAO.

Moved by: Amy Cronin
Seconded by: Sue Muller

THAT the Huron-Perth Catholic District School Board approves the following goals of the 2024-2027 Strategic Plan:

Develop and implement comprehensive programs and experiences to strengthen Catholic faith formation among students and staff; ensuring a deep understanding of Catholic teachings and values;

AND

Implement rigorous academic standards through teaching and learning best practices to elevate student achievement to world-class levels.

Carried

4 out of 5

5.2.2. School Year Calendar Change - Solar Eclipse

Director Roehrig shared a summary of the PD Day calendar change. Director Roehrig shared that the school board is not in the area of totality but to ensure utmost safety for our students and staff. The HPPH has shared they will provide resources and guidance recommendations regarding the solar eclipse to local school boards.

Moved by: Jim McDade

Seconded by: Amy Cronin

THAT the Huron-Perth Catholic District School Board approves moving the April 19, 2024 Professional Development Day to April 8, 2024.

Carried

5.2.3. School Year Calendar 2024-2025

Trustees inquired about the PD Days listed in the recommended School Year Calendar 2024-2025 and whether the first PD is Ministry-mandated. Director Roehrig shared that the first PD Day is not Ministry-mandated, but it has been suggested by union representatives that health and safety for staff be covered that day.

Moved by: Sue Muller

Seconded by: Jim McDade

THAT the Huron-Perth Catholic District School Board approves the 2024-2025 Regular School Year Calendar as proposed.

Carried

5.2.4. EDIAR School Improvement Goals

Trustees inquired about the categories, themes, and examples and monitored growth and goals in the area of equity and inclusion. Superintendent Boreham shared that school improvement plans vary between schools across the district. Superintendent Boreham shared that anyone part of the school community can join the Safe and Healthy Schools Committee. Superintendent Boreham shared the Board works with Queen's U and Western U on inquiries, surveys, and focus groups, to retrieve quantitative and anecdotal data, which have proven to show growth in our school board in these areas. Superintendent Boreham shared there is current work taking place on the bully prevention and intervention plan regarding review and templates to be provided to schools. Superintendent Tigani shared the process of reporting

incidents at the school level and the discipline of students following the Board's student code of conduct, reporting tools, policies and procedures.

Moved by: Jim McDade

Seconded by: Sue Muller

THAT the Huron-Perth Catholic District School Board receives the EDIAR School Improvement Goals report for information.

Carried

5.2.5. Demographic Data Collection Project

Trustees inquired about ways to retrieve measurable achievements and enhance students' school environment and path with regard to the demographic data collection project. Superintendent Boreham shared that the Code of Conduct, school climate survey and demographic data survey have been reviewed, and the committee has discussed the data and next steps. The data has been shared with principals, the K-12 plan for bullying prevention and intervention will be implemented, and deeper attendance review and the equity action plan will be enhanced with support and review from Board committees, staff equity leads, student collaboration and feedback.

Moved by: Jim McDade

Seconded by: Sue Muller

THAT the Huron-Perth Catholic District School Board receives the Demographic Data Collection Report for information.

Carried

5.2.6. Student Trustees' Report

A summary was provided of the activities taking place within the secondary schools.

Following elections at the secondary schools this past month, the 2024-2025 Student Trustees were announced; Levi Nyenhuis, Grade 11 student from St. Michael CSS and Sam Cronin, Grade 11 student from St. Anne's CSS.

Moved by: Tina Doherty

Seconded by: Amy Cronin

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

Carried

5.3. Corporate Services and Operations

6. Information and Correspondence

6.1. Directory for Catechesis - Limited Copies Available

6.2. HPPH / Public Health Ontario (PHO) - Health Protection and Planning for a Total Solar Eclipse

7. Notices of Motion

8. Notices of Motion Being Considered for Adoption

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: Amy Cronin

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:

- Betty Visser, Teacher at St. Patrick's School, Kinkora, effective June 27, 2024

12. Future Meetings and Events

- Equity, Diversity, Inclusion, Anti-Racism (EDIAR) Committee Meeting - Tuesday, February 27, 2024, 4:30 p.m.
- Catholic Education Team (CET) Meeting - Wednesday, February 28, 2024, 4:30 p.m.
- Special Education Advisory Council (SEAC) Meeting - Monday, March 18, 2024, 4:00 p.m.
- Regular Board Meeting - Monday, March 25, 2024, 3:00 p.m.
- Catholic Parent Involvement Committee (CPIC) Meeting - Wednesday, April 10, 2024, 6:00 p.m.
- Catholic Education Week (CEW) Mass & Award Celebration - Monday, May 6, 2024, 5:00 p.m.
- Sowing the Seed - DOL Trustees Retreat - Friday, June 7, 2024, St. Peter's Seminary

13. Closing Prayer - Board Chaplain, Fr. David Butler

14. Adjournment

Moved by: Jim McDade

Seconded by: Tina Doherty

THAT the Huron-Perth Catholic District School Board adjourns the Regular Board Meeting of February 26, 2024.

Carried



REPORT TO THE HURON-PERTH CATHOLIC DISTRICT SCHOOL BOARD

Prepared by: Karen Tigani and Tara Boreham, Superintendents of Education
Presented to: The Huron-Perth Catholic District School Board
Date: Monday, March 25, 2024
Submitted by: Chris N. Roehrig, Director of Education and Secretary

BOARD HIGHLIGHTS FOR MARCH

Public Session

BACKGROUND

Many activities take place every month throughout the district to ensure that our students have rich, 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, and Managers of activities that take place under their leadership.

DEVELOPMENTS

The spiritual theme we anchor the 2023-24 school year in is “Go Forth!” and it builds upon the Gospel story of the Road to Emmaus which has been guiding our district over the past three years. The Holy Spirit continues to guide our district and lovingly supports us as we cycle through states of encounter, accompaniment and transformation. As we move through the season of Lent and celebrate Holy Week, we are ever grateful for the many gifts of our students, families, staff members, parishes, and communities. Together, we are on a journey marked by prayer, hope, loving acts of charity and the pursuit of justice. We are people of hope and we delight in the many signs of God’s love and joy in our schools and facilities. As people of the resurrection, we live in the knowledge of God’s abundant love and our hope is renewed.

CATHOLIC EDUCATION

Lenten Activities in Schools

School communities have been engaging in the Lenten practices of fasting, prayer and almsgiving throughout the season of Lent. Students and staff have made a concerted effort to support charitable and prayer efforts directed toward peace in our world. Lenten prayer and sacramental experiences in our schools have included the Sacrament of Reconciliation, the Stations of the Cross, musical performances and more.

Holy Week 2024

All schools will mark Holy Week with liturgical celebrations and prayers. Many will host special liturgies on Holy Thursday with content that reflects the entire Easter Triduum. These celebrations are highlights within the school year for students, staff and families. They are often student-led with rich dramatic story-telling and musical performances to mark this holiest of feasts in the liturgical year.

Catholic Association of Religious and Family Life Educators of Ontario Conference

Five staff members participated in the Catholic Association of Religious and Family Life Educators of Ontario (CARFLEO) conference and retreat held on March 21-22 at the Queen of the Apostles retreat centre in Mississauga. The theme for the conference was “The Most Beautiful Thing God Made is the Family” and featured keynote presentations by Dr. Anne Jamieson, breakout sessions with the writers of the new family life curriculum, and opportunities to collaborate about family life in our schools. His Excellency, Bishop Lonsinger celebrated Mass with the attendees. The opportunity for Christian mediation and a variety of forms of prayer were also available to attendees. Religion and Family Life coordinator, Caroline Thuss, helped plan this conference as part of her role on the executive committee of CARFLEO and will be stepping into the role of treasurer for the next two years with this dynamic group. We are delighted with the engagement our Board staff has with CARFLEO and note that the timing of this retreat theme is excellent with the release of the new Family Life Education curriculum which will be implemented in the 2024-25 school year.

Development and Peace Schools (D & P Schools)

As part of our commitment to D & P Schools, every school in Huron-Perth Catholic DSB received a kit to take part in the “Major Mustard Seed Challenge” throughout Lent. The students are excited about this experience and it is a wonderful way to engage students in a tangible sign of God’s love in their midst while also making important curriculum connections. Schools were also asked to participate in the Share Lent Campaign as part of this Lenten Challenge.

Human Trafficking Information Night

There were over 100 community members from the Listowel area present at the Human Trafficking Information Night that was hosted at St. Mary’s Catholic School in Listowel on March 6. The evening was planned and led in partnership with OPP and Bridging Gaps Co-Founder, Melanie Knights. Melanie is an Anti-Human Trafficking Trainer, Consultant and Advocate. The school’s administrators were thrilled with the incredible attendance and noted that this brought many parents and caregivers together from the school community and well beyond.

March Break

Our schools were closed during March 11-15 for the March Break. Both secondary schools had student trips to Europe and they had an incredible time exploring language, culture, history, religion and more. We are grateful to the staff, parents/caregivers, and volunteers who made these rich experiential learning experiences possible.

LEADERSHIP

Leadership Series: Session 2

Superintendent Ducharme and Executive Manager of Human Relations Angela Hodgson co-hosted session 2 of our Leadership Series for HPCDSB staff on March 5. Their interactive workshop-style event included important topics related to Finances, Facilities and Human Resources. The participants found the content incredibly informative, with many remarking that these are aspects of leadership that they have less experience with as compared to topics related to teaching and learning. We are very excited about the high number of participants in this series and feel that this is an important part of our leadership development and succession planning.

St Jerome's Catholic University Alumni Event

St Jerome's Catholic University invited members of our senior leadership team and school administration to participate in an event where current students and alumni meet so that students can ask questions about future careers. It was an opportunity for us to share the great news about career opportunities in Huron and Perth counties, specifically with our Board. Some of the students are pursuing education while others are in business, social work, religious studies, human resources, and other programs. We have many St. Anne's CSS and St. Michael CSS students who choose to pursue post-secondary education at this and other Catholic universities and colleges. We value this partnership and will continue to remain in contact with St Jerome's. Following the Alumni meet and greet event, there was a Lecture in Catholic Experience by Dr. Jonathan Malesic entitled "Beyond Burnout Culture" that everyone was invited to attend.

Leaders' Learning Council (LLC)

On March 26 we will host a full day LLC at the Catholic Education Centre. Our agenda will include a presentation from Leroy Hibbert, from LUSO London. He will provide an overview of the services available for students, families and staff. Our Mental Health Lead, Kaitie Westbrook, will conduct a consultative process with school and system leaders working in focus groups to inform the Mental Health Strategy. Our Math Team will lead a workshop on the Math Achievement Action Plan with an emphasis on the importance of nurturing a strong sense of conceptual understanding in mathematics. Aspects of the Board's math plan that support the development of this will be explored, paired with unpacking the school level leadership moves that Principals can take to support the board's priorities in math. Lastly, a review of key aspects of enrollment and other updates from Superintendents will occur.

EQAO: Grade 3 & 6

The Math Learning Coordinator began preparations for this year's Primary and Junior EQAO Assessments by meeting with principals to set up testing sessions. She also began training new teachers and provided resources for all Grades 3 and 6 classroom teachers.

Senior Basketball Tournament

Both the Huron and the Perth Grade 7 and 8 basketball tournaments were a huge success this year. The Perth Senior Basketball tournament was held at St. Michael on March 19. The Huron Senior Basketball tournament was held at St. Anne's and St. Joseph's in Clinton on March 20. A special thank you to the coaches at every school who invested so much of their time guiding and supporting the student athletes. The convenors of both events coordinated the days so that students were engaged, challenged and had fun!

Greg Cook Memorial Elementary Hockey Tournament March 11 and 12

Once again this year, the St. Michael CSS girls' hockey team hosted a 4-on-4 hockey tournament in Stratford during the March Break. The event hosted boys and girls from Grades 3 to 8 for a fun-filled hockey experience. Participants receive information about water safety in honour and memory of a former St. Michael CSS student whom the tournament is named after. High school students volunteer and assist at this tournament, many getting community service hours toward their graduation requirements.

SPECIAL EDUCATION

Special Education Advisory Committee (SEAC)

On March 18th our monthly SEAC meeting took place. Each month community agencies have an opportunity to share updates and our school board is able to share a few information items with SEAC members. For the March meeting, we focused on our work surrounding Transitions. We informed the committee about our early years JK entry transition process. We then discussed our Transition to Secondary Working Group and the great work happening to streamline our process of transitioning students with Special Education needs from Grade 8 to 9. Lastly we discussed our partnership with Facile Perth and the importance of careful and creative thinking around transitioning secondary students with Special Education needs to the world of post-secondary education, work, volunteer, or participant in community.

STUDENT ACHIEVEMENT

Mathematics

The Math Team continues to support the teaching and learning of mathematics across our educational system through the Math Achievement Action Plan (MAAP). This plan is structured around three primary objectives: ensuring fidelity to the curriculum, advancing educators' mathematical content knowledge, and providing support systems to meet the needs of all students. To achieve these goals, we have devised comprehensive implementation strategies at the board, school, and classroom levels. Our team members actively participate in Ministry meetings related to the MAAP, including strategic planning sessions and specialized math content knowledge learning series. We maintain close collaborations with partners such as EQAO, MathUP, Making Math Moments, and Knowledgehook, utilizing their expertise to gather and analyze data crucial for monitoring the plan's key performance indicators (KPIs). The Math Lead submitted a progress report on our MAAP to the Ministry at the end of March. Our Math Facilitators play a pivotal role in supporting targeted student groups at priority schools, identified both by the ministry and the Board. By fostering conceptual understanding and operational fluency, they assist students in demonstrating numerical reasoning. Additionally, they provide invaluable guidance to both new and experienced teachers across the system upon request. The Math Team began their latest round of strategic support by helping students review math curriculum in Grades 3 and 6, prior to EQAO testing. This tour involved supporting teachers with the use of formative assessment to inform small group instruction.

Literacy: Early Reading Screening Update

We are pleased to confirm that our Literacy Team has completed training for all SK-1, Grade 1, Grade 1-2, Grade 2 and Grade 3-4 teachers in the Acadience Early Reading Screening tools to date. Each teacher was trained on the purpose of the screener and received specific training for the subtests that are administered in the grade(s) that they teach. The training was very well received and we are pleased with the very positive and enthusiastic response of our educators as we make these important shifts in various aspects of reading instruction. At this stage, we are planning sessions for teachers in Grades 4, 5 and 6-7 as well as Literacy support for Grade 7 and Grade 8 teachers in the upcoming months. To assist in this work, we are delighted to welcome 2 additional Literacy Resource Teachers (LRTs) to our Literacy Team: Kristan Denham and Stephanie Shore. They join Cathy Buchanan and Karen Kramers in the ongoing work to support the new early reading screening plan, the new language curriculum implementation, and the recommendations in the Right to Read Report. In addition to the reading intervention and primary reading support that our LRTs provide, we will be offering targeted support in Junior and Intermediate classrooms. Our focus will be on identified curriculum expectations that

warrant reinforcement based on EQAO results, and offering resources and coaching in areas that are known gaps for our students based on the new language curriculum such as morphology. Our plan also includes having all elementary teachers trained in Acadience before the summer break.

Multilingual Learners (MLL) Support

We welcomed 2 teachers to the system support team this month, following the March Break. Mary Katherine Simmons and Katherine Miller will work as a team for the remainder of this school year to further develop and implement our Board's support for students who are multilingual learners. We continue to welcome many newcomers to our schools, many who are learning English as a second language. This continues to be an area of learning for our educators and we recognize the need to grow our collective capacity through shared knowledge and experience in this area. These MLL Support Teachers will visit each school with students who are identified as MLL to learn more about their individual needs and will use this information to develop our shared bank of board resources and develop more comprehensive guidelines for school staff. This boost in professional learning and support is oriented toward ensuring that our schools continue to be welcoming, well prepared, and responsive to the needs of all students and families in our community and that we develop a boardwide awareness and more consistent approach. These teachers will engage in some professional development and collaboration with others who engage in MLL leadership to enhance their ability to support others.

Indigenous Education

We are working toward engaging a new Indigenous Student Support Advisor, to work closely with students in our system who identify as Indigenous. This Student Support Advisor will support our students in learning about their culture, helping plan their desired pathways in collaboration with the guidance departments at each secondary school, and work with all staff in our steps toward the calls to truth and reconciliation. This person will also do outreach in our elementary schools and work with the Indigenous Education team to provide learning experiences that help create positive outcomes for all students.

Secondary and Elementary Teacher Collaboration

After March Break, English teachers met at St. Michael CSS with several Grade 8 teachers to continue their work on developing consistency in some writing skills. Using anchor texts and examples of student work, our teachers continue to highlight areas of strength and identify opportunities for growth. These efforts support the transition from elementary to a new destreamed secondary Grade 9 English program and also supports literacy skills across all subject areas.

EXPERIENTIAL LEARNING PROGRAMS IN SECONDARY

Electrical Board Elementary Visits

Grade 8 classrooms at Holy Name and Precious Blood learned basic electrical skills on March 8. Our students were exposed to the electrical trade thanks to the Board and Conestoga College's Electricians in the Classroom program.

Trades and Technology "TNT" Day March 18

TNT Day is an initiative Conestoga hosts for Grade 7 and 8 girls. This hands-on event introduced young women to programs in engineering, technology and the trades.

OYAP Level 1 Update

2 students from St. Anne's CSS started their OYAP Level 1 Programs at Conestoga College on March 4. One student is participating in Plumbing at the Reuters campus, the other is involved in the Truck and Coach Program at the Guelph campus. They join the 2 St. Anne's CSS students who have already started their OYAP Level 1 Electrical Program.

Co-op Integration Day

On March 6, SHSM students currently in cooperative education placements returned to St. Anne's CSS for their co-op Integration Day. Students are focusing on completing their SHSM Sector-Partnered Experience.

Grade 10 Class Visits

We continue to visit Grade 10 classes and connect with students to discuss opportunities in the 7 different SHSM Programs offered at St. Anne's CSS: Agriculture, Arts & Culture, Business, Construction, Environment, Health & Wellness and Sports.

Band Workshops at St. Michael CSS

Secondary Music Teacher, Mr. Tom Garrick organized Advanced Training in technique and reach-ahead opportunities for band members and SHSM students on March 1. He had various local artists come in to do specific instrument training.

Pesticide Safety Training

The University of Guelph led training at St. Michael CSS on pesticide use for Agriculture SHSM students on March 4.

Elevated Platform and Confined Space Training

OYAP and SHSM students from both secondary schools travelled to the LiUNA Training Centre in Walkerton for Elevated Platform and Confined Space Training during the week of March 19-26.

GPS and Hydraulics Training

St. Michael CSS students participating in Agriculture, Environment and Transportation SHSM participated in GPS and Hydraulics Training at Stratford Farm Equipment on March 20.

Envirothon Training

Students at St. Michael CSS have been preparing for the Envirothon Competition, a unique environmentally-themed academic competition that immerses students in hands-on learning and discovery. Through this program, Forests Ontario offers budding environmental leaders a chance to explore education and career paths in the natural sciences and network with potential mentors.

MENTAL HEALTH AND WELL-BEING

Professional Development

Our HPCDSB Mental Health Lead and Mental Health and Wellness Coaches engaged in a 2-day Acceptance and Commitment Therapy (ACT) training and learned new evidence-based counselling skills and measurement based-care knowledge to help inform our mental health work with students throughout HPCDSB. ACT aims to help students develop new skills so that they can move towards a life of meaning and purpose rather than moving away from a life of pain. This pilot project is a unique opportunity that only a handful of other school boards

participated in as a means to engage in an opportunity to help inform the development of counselling protocol for school boards across Ontario.

HPCDSB Mental Health and Wellness Team: Caregiver Lunch and Learn:

During the 2023-2024 school year, the Huron-Perth Catholic District School Board and Avon Maitland District School Board hosted monthly lunch & learn sessions for caregivers and staff. Each session, facilitated by community partners, offers a concise 30-minute virtual discussion on children's mental health and well-being topics. In March, Dieticians Amy MacDonald and Shannon Edmonstone from Huron Perth Public Health Unit presented: Developing a Positive Relationship with Food and Body for caregivers.

Social Work Week and National Social Work Month:

March 4 to 10, 2024 was Social Work Week in Ontario, and across Canada, March is National Social Work Month. This March, highlighted how Social Work Opens Doors for people across Ontario as the theme in celebrating this essential work. As a school board, we proudly recognize the invaluable contributions of social workers to our communities. From March 4 to 10, 2024, we celebrated Social Work Week in Ontario, coinciding with National Social Work Month across Canada. This March was a poignant reminder of how Social Work Opens Doors for individuals across Ontario. Social workers play a crucial role in our schools, providing vital support to students, families, and staff members. Their dedication and expertise contribute to the well-being of our school communities, helping to address a wide range of challenges and ensuring that our students have access to the resources they need to thrive.

MAINTENANCE AND HEALTH AND SAFETY

Grass Cutting Tender Extension

The Board completed a RFT for grass cutting services in 2023. The tender was for a one-year period with the option of extending the contract for a period of three years in one-year increments. All of the existing contractors will have their contracts renewed in March of 2024.

RECOMMENDATION

THAT the Huron-Perth Catholic District School Board receives the Board Highlights for March for information.
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**Equity, Diversity, Inclusion and Anti-Racism (EDIAR) Committee Meeting
December 6, 2023 – 4:30 p.m.**

MINUTES

Present: Chair Director Roehrig, Superintendent Boreham, Trustee McDade, Leire Douros, Natanael Mateus-Ruiz, Charmaine Chadwick, Caroline Thuss, Leroy Hibbert; Nicol C. St. Anne's CSS, Maria Damas Ramirez

Regrets: Valentine A. St. Michael CSS, Colton Maracle

Recording Secretary: Beth Schoonderwoerd

1. Opening Business

1.1. Opening Prayer

1.2. Attendance - Noted above

1.3. Approval of EDIAR Meeting Agenda

Moved by: Charmaine Chadwick

Seconded by: Leire Douros

THAT the EDIAR Committee approves the agenda of the EDIAR Meeting of December 6, 2023.

Carried

1.4. Declaration of Interest

No declaration of interest was declared.

1.5. Approval of EDIAR Meeting Minutes

Moved by: Caroline Thuss

Seconded by: Charmaine Chadwick

THAT the EDIAR Committee approves the minutes of the EDIAR Meeting of October 24, 2023

Carried

1.6. Business Arising from the Minutes

No business arising from the minutes.

2. Committee and Staff Reports

2.1. Accessibility and Inclusion Report - Superintendent Boreham

Developments in special education included summer programming which brought to life two in-person Connection and Engagement camp experiences for students with special education and/or mental health needs and their peers.

One of the initiatives was “Minds of All Kinds” celebrating different learners, building peer relationships and celebrating neurodiverse learners.

Superintendent Boreham introduced the “Moving Inclusion Forward Project” and a partnership has been formed with Facile Perth.

Moved by: Leire Douros

Seconded by: Caroline Thuss

THAT the EDIAR Committee receives the Accessibility and Inclusion report for information.

Carried

2.2. Indigenous Education Report - Superintendent Boreham

Superintendent Boreham highlighted initiatives such as

- Indigenous Education Council,
- new curriculum introduced in Language and Social Studies,
- Grade 11 Indigenous Voices English course,
- Truth and Reconciliation Week and Month,
- Medicine Wheel mosaics,
- Wampum belt learning kits,
- Tribal Vision - Visions of Turtle Island,
- Ojibwe Spirit Horses,
- National Indigenous Peoples History Month,
- staff professional learning opportunities,
- Increased visits from knowledge keepers to secondary schools classes (e.g. Gr. 11 Wo Religions, Canadian History, Canadian Geography, Indigenous Voices and Visual Arts)
- Continued participation in the Huron Indigenous Community of Practice Partnership
- Continued participation in Two Row Now/Kaswentha~ Huron-Perth community group
- Increased interest from community members to join the Indigenous Education Council

Moved by: Charmaine Chadwick

Seconded by: Leire Douros

THAT the EDIAR Committee receives the Indigenous Education report for information.

Carried

2.3. Equity Action Plan Progress Update - Superintendent Boreham

The Equity, Diversity, Inclusion, and Anti-Racism Action Plan 2023-2027 will draw on and expand upon the developments from the previous Action Plan, as well as findings from the 2023 Internal Audit; Staff, Student, and Community Demographic Census; School Climate Survey; and EDIAR Inquiry Report. The plan is developed in ongoing consultation with the Senior Team, The Board’s Equity, Diversity, Inclusion, and Anti-Racism Committee, the Learning Coordination Team (LCT), the Inquiry Team from Queen’s and Western Universities, and other stakeholders.

Moved by: Maria Damas Ramirez

Seconded by: Nicol C.

THAT the EDIAR Committee receives the Equity Action Plan progress report for information.

Carried

2.4. School Climate/Demographic Study Recommendations and Discussion - Tara Boreham

Superintendent Boreham provided overall recommendations and next steps:

- Administrators will review school based school climate survey results with staff, CSAC and the Safe and Healthy School Committee
- Schools will share our District's Bullying Prevention and Intervention Plan with the school community and create their own "Bullying Prevention and Intervention School Level Plan (K - 12) annually.

Moved by: Jim Mc Dade

Seconded by: Natanael Mateus-Ruiz

THAT the EDIAR Committee receives the School Climate and Demographic Study Recommendations for information.

Carried

3. Information and Correspondence

3.1. Flag Committee Report / District-Wide Equity / Inclusion Symbol (verbal) - Director Roehrig

Director Roehrig reported that Trustees are committed to working hard on behalf of every student in the Board including those who are marginalized. The current projected timeline is to present a draft policy to the EDIAR Committee for review and then to the Board in the new year.

4. Future Meetings and Events

4.1. February - send out potential dates

4.2. June

5. Closing Prayer

6. Adjournment

Moved by: Caroline Thuss

Seconded by: Leire Douros

THAT the EDIAR Committee adjourns the EDIAR Meeting of December 6, 2023.

Carried

Flag Policy Committee Meeting
Monday, January 15, 2024 at 2:30 p.m.
Meeting Type: Hybrid

MINUTES

Present:

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

Resource to Committee: Director of Education Chris N. Roehrig; Cassidy Flanagan, Executive Assistant to the Director of Education (Recording Secretary)

The meeting was called to order at: (2:31 p.m.)

1. Opening Prayer

2. Opening Business

1.1. Attendance - Noted above

1.2. Approval of Agenda

Moved by: Mary Helen Van Loon

Seconded by: Sue Muller

THAT the Flag Policy Committee approves the Agenda of the January 15, 2024 Flag Policy Committee Meeting.

Carried

1.3. Approval of Minutes

Moved by: Mary Helen Van Loon

Seconded by: Jim McDade

THAT the Flag Policy Committee approves the Minutes of the December 4, 2023 Flag Policy Committee Meeting.

Carried

1.4. Business Arising from the Minutes

1.5. Declaration of Interest

None.

3. General Discussion

3.1. Pathway to Policy Completion

Director Roehrig reviewed the meeting norms with the Board of Trustees. Director Roehrig shared the possible pathway options to policy completion and facilitated a discussion on possible images/symbols and flags to be considered.

Concepts discussed by trustees included:

- Need for bridge-building
- Inclusive flag presence at secondary schools
- Flag protocols related to the Canadian flag
- The work of the EDIAR Committee on a K-12 equity symbol
- Flags and symbols to ensure the LGBTQ community feels welcome in our schools
- Catholic faith symbols
- Sample equity flags/symbols
- The images developed by the Institute for Catholic Education
- A HPCDSB flag that incorporates rainbow colours
- Policy options were discussed:
 - Option 1 - Pride Flag in the month of June
 - Option 2 - Pride Flag in June, plus option of other flags
 - Option 3 - Hybrid Flag with Emphasis on Pride Colours

3.2. Next Meeting

Trustees asked staff to find the ICE images developed several years ago and asked that all proposed images and concepts be presented at the next meeting.

4. Closing Prayer

5. Adjournment

Motion to Adjourn by: Mary Helen Van Loon

Seconded by: Sue Muller

Carried

The meeting was adjourned at 4:34 p.m.

Catholic Parent Involvement Committee Meeting #1
Tuesday, November 14, 2023 at 6:00 pm
MINUTES

Location: Catholic Education Centre, Dublin

Present:

Senior Administration: Tara Boreham, Superintendent of Education

CPIC Members: Brenda Roth, Teresa Oud, Jim Walsh, Evan Brotherston, Kascha McLeod, Shawn Terpstra, Christa Heibein, Elly Regier, Jan Vanden Hengel, Mary Adele O'Connell Davies (virtual), Michelle McRobert (virtual)

Regrets: Trustee Sue Muller, Michelle Van Loon, Brianna Schlegel (Flynn), Janet Roelands

Quorum: (7 members) Yes

Recording Secretary: Beth Schoonderwoerd, Executive Assistant

1. Opening Business

1.1. Opening Prayer – Tara Boreham

1.2. Introductions – Tara Boreham

1.3. Attendance and Welcome – Chair

- Conflict of Interest

No one declared a conflict of interest

1.4. **Approval of the Agenda** – Tara Boreham

Moved by: Brenda Roth

Seconded by: Evan Brotherston

That the agenda be accepted as is.

Carried

1.5. **Approval of the CPIC Meeting Minutes** – June 6, 2023

Moved by: Brenda Roth

Seconded by: Evan Brotherston

THAT the Huron-Perth Catholic District School Board approves the meeting minutes of the June 6, 2023 Catholic Parent Involvement Committee meeting.

Carried

1.6. Review of Membership and By-laws of the Committee

- [CPIC By-laws 2023-2024](#)

1.7. Elections for 2023-2024 Chair and Co-chair

- Chair - Shawn Terpstra, Holy Name of Mary, St. Marys
- Co-chair - Jim Walsh, St. Patrick's, Kinkora

2. Reports and Discussion Items

2.1. Director's Report - Superintendent Boreham

- EQAO Report - Superintendent Boreham

Members inquired about the changes to the administering of the assessment; moving to all questions online, concerns about the math portion. Are there comparatives to the math results considering the changes? Superintendent Boreham replied that it will be hard to have comparatives for a few years to notice a change in results due to the method of testing. The Board has reached out to the Ministry about this. Superintendent Boreham offered to prepare an EQAO presentation for the next CPIC meeting outlining the testing methods, modules and some examples.

- PRO Grant 2023-2024 - Superintendent Boreham
 - \$552 per school and \$500 per CSAC

Members inquired about the difference between PRO Grant funds and the CSAC allotment, and what each can each be spent on? Superintendent Boreham highlighted that the \$552 is specifically for parent engagement initiatives specific to the needs of each school. The Principals are encouraged to work with the local CSAC to determine the best use of the funds. The \$500 allocated per CSAC can be used to support the PRO grant initiative or any other initiative that the local CSAC is working on, guest speakers for students and presentations could be included in this funding. Superintendent Boreham explained that this process has changed in recent years and she would review direction with Principals at the next Leadership meeting.

2.2. Parent's Update – All

Members inquired about the different fundraising campaigns each school was involved in; what are other schools doing to raise funds? Some ideas were shared:

- Holy Name does a Fun Fair every year with a silent auction. Very well supported by the community, last year \$23, 000 was raised. The auction items were online so bidding could take place for those outside the school community and those unable to attend the event (\$15,000 from the online auction).
- Jeanne Sauve hosts a Spring Fling with DJ and dance for families. A silent auction is held and families buy tickets to attend the event.
- OLMC hosts a Christmas Marketplace charging a fee for vendor tables, pictures with Santa, and a silent auction. The event raises approximately \$6000. Lunch is made available and donations are accepted. The CWL is involved, it is a great community building event.
- Other schools sell a variety of items such as poinsettias, chocolates, mint smoothies, Gray Haven plants, Uncle Dad's pizza kits, student hot lunches. The average raised for these types of campaigns seemed to be around \$3000.

Members inquired about the number of fundraising campaigns that can be held per year. Superintendent Boreham informed the committee that as per policy no more than two major fundraising campaigns are to take place per year. The Principal must submit a plan for school generated funds by October 31 each year. Members inquired about special circumstances for a large fundraising project such as playground equipment. Superintendent Boreham noted that in consultation with the Finance

department arrangements can be made for larger fundraising projects, we do have policy to follow for those circumstances which the Principal can discuss with the Finance department.

Members inquired about school excursions that no longer take place such as the Grade 8s going to Montreal. Superintendent Boreham advised that the Board will follow the newly revised Education Field Trip/Excursions policy. Many of the updates made to the policy were on the advice and recommendations of OSBIE (Ontario School Boards' Insurance Exchange) and the mitigated risk with certain school excursions and activities.

3. Future Meetings and Events

3.1. Events and Resources

- None to report at this time.

3.2. CPIC Upcoming School Year Meeting Schedule

Meetings will be held in-person at 6:00 pm at the Catholic Education Centre, Dublin
(a hybrid option will be made available)

- Tuesday, February 20, 2024
- Wednesday, April 10, 2024
- Tuesday, June 11, 2024

4. Closing Business

4.1. Closing Prayer – Tara Boreham

4.2. Adjournment

- Meeting adjourned at 7:33 pm

Catholic Education Team Meeting
October 25, 2023, from 4:00 - 5:00 p.m.
Google Meet joining info
Video call link: <https://meet.google.com/int-mzfz-ntj>

Minutes from meeting

Present:

Trustee: Mary Helen VanLoon

Senior Administration: Chris Roehrig, Director of Education, Karen Tigani, Superintendent of Education

CET Members: Mary Barnes, Natalie MacKay, Zack Fitzmaurice, Denise Morris, Aideen Moss, Erma Weernink, Tara Warren-Vrbanac, Joe Tigani, Kate Dobson, Christa Ducharme

Note taker: Caroline Thuss

Absent: Rev. Philip Joseph, Heidi Clarke, Marianne Braca, Sharon Stephens

1. Opening Business - welcome and introductions

1.1. Opening Prayer

The director started the meeting with special intentions and the "Together on the Journey: Encounter, Accompany, Transform, Go Forth - Spiritual Theme" Prayer.

1.2. Attendance

1.3. Approval of the Agenda – Chris Roehrig

Carried

1.4. Approval of the CET Meeting Minutes – June 13, 2023

Carried.

2. Reports and Discussion Items

2.1. Deanery and Diocese Updates - Father Philip Joseph

Fr. Philip was away so an update was provided by Director Roehrig from his recent meeting with Bishop Fabbro.

The Diocese is interested in supporting the formation of lay leaders concerning liturgies. VVS is done for any parish volunteer who may be coming into our schools to work with students. The parishes will hold these documents.

Bishop Fabro has asked all school boards to continue focusing on Catholic charities and these were showcased in our Director's report.

Sacramental preparation was discussed with all the Directors in the Diocese of London. We are hoping to tighten the relationship with the Diocese in this area and would like to see best practices shared among and consistency between all the Families of Parishes.

2.2. Religion and Family Life Update - Caroline Thuss

See attached.

An update on the next Strategic Plan was provided by Director Roehrig. Planning will be starting next month with a communal discernment exercise to help narrow down ideas for the Spiritual Theme. This is a very important process and the hope is that the group will be able to select a scripture passage and theme. The recommendation will then go to the Board in December or January. Tamara Nugent will help facilitate the process.

2.3. Secondary School Campus Ministry Events and Activities

2.3.1. St. Anne's CSS Campus Ministry Report - Zack Fitzmaurice
See attached

2.3.2. St. Michael CSS Campus Ministry Report - Natalie MacKay
See attached

Capital request for certain items was presented by Tara W-V.

3. Catholic Service Organization Reports

3.1. Society of Saint Vincent de Paul, Stratford/Goderich - Lori Stewart
See attached

3.2. Catholic Women's League - Denise Morris, Mary Barnes
See attached

3.3. Development and Peace ~ Caritas Canada - Erma Weernink
See attached

4. Information and Correspondence

5. Future Meetings and Events

6. Closing Prayer

7. Adjournment

Catholicity Update from Caroline Thuss

- Each elementary school has received over 100 books that are focused on our faith and can be used in a variety of ways in the classroom and school programming across the grades.
- 14 students and the 2 chaplains from our secondary schools will attend the WFMP Youth Forum in Toronto on the 26th of October. The keynote is Fr. Tony Ricard and Development & Peace, L'Arche and Yes, Catholic will be also speaking.
- Schools were active in Thanksgiving Food Drives across our system.

St. Anne's - Catholic Education Team Notes

- St. Anne's celebrated our Opening Mass/Liturgy on September 21st with Fr. Ross Bartely
- Youth Alpha is running in the School during Period 2 & 3. There are 18 students in grades 9-12 that have signed up with more coming to each session.
- Chaplaincy Team is up and running and we are looking at community service based activities we can run, Advent Project Prep, and the OCSTA Video Contest ideas
- Chapel Mass & Reconciliation, Fr. Steve Marsh is coming once a month on the first Thursday during period 1 & 2 to celebrate the sacrament of reconciliation and Mass with students & staff
- St. Anne's Staff and students came together to pray the Rosary for Peace on October 20th and will again on October 27
- On October 6th Dcn. Dan helped us Celebrate Thanksgiving with a Liturgy of the Word
- Oct 26 9 students from St. Anne's will be attending the When Faith Meets Pedagogy Youth Forum
- Gr. 12 Open Religion Class is going to be partaking in Youth Alpha as part of the Religion Curriculum starting next week.
- On November 3rd we have our Grade 10 Retreat and it will focus on Mental Health and Wellbeing from a Faith Perspective as well as a positive relationship. The students that are attending the WFMP Youth Forum are going to be student leaders on the day. We are also going to utilize Dcn. Dan Mcphee and Sally McDonald MHWC at St. Anne's to help lead discussion.
- Gr. 11 Retreat is upcoming with a partnership with Community Living
- NET will be facilitating our Gr. 9 Retreat closer to the end of November
- Planning on joint faith development opportunity between St. Anne's & St. Mike's with students that attended the WFMP Youth Forum.

Catholic Education Team Meeting - Oct 25, 2023
St. Michael Catholic Secondary School Report

Opening Mass - September 12 at St. Joseph's Parish

- Great attendance, incredible choir, student faith leadership
- Led by a grade 11 World Religions Class

World Religions Temple Tour - September 27

-

Pat Cook Run (September 26) , March for Mike's (October 6) (School Wide Events)

- wrote morning prayer specifically to honour them

St. Michael Feast Day - September 29

- Morning prayer to honour our feast day
- Morning Mass in chapel for staff lead by Fr. David Butler followed by treats in the staff room

Class visits to Religion classes

- To introduce myself and answer questions about the Catholic faith

Thanksgiving Liturgy - October 4

- 3 Liturgies of the Word in our cafeteria led by grade 9 Religion class and choir

Grade 9 Retreat - October 23 at St. Joseph Parish

- 170 students, homeroom teachers, homeroom teachers
- Theme: our school motto - Act Justly, Love Tenderly, Walk Humbly with God
- Great feedback from the day and great engagement throughout the retreat

Eat, Pray, Love Day with CWL Members - October 24

- Led by Mrs. vonEuw's students - gave them manicures and socialized
- I led prayer and conversation in the chapel for the group

Upcoming Events:

When Faith Meets Pedagogy Youth Forum

- Eight students will be attending from St. Mike's - hand selected as students who are leaders in their faith who will bring back what they learned and share it with the school

Halloween for Hunger - October 31

- Collecting food donations for SVDP while trick or treating

Grade 12 Retreat - November 1, King's University College

- Led by the Campus Ministry Team at King's
- Theme will include living a life of service, environmental justice, and personal vocation

Grade 10 Retreat - December 12

- Led by NET team at the Rotary Complex in Stratford

Other Chaplaincy Related Goals (Tara Warren-Vrbanac will speak more to these):

- Classrooms dedicated to saints
- Biblical quotes on walls
- Chairs for Chapel

October 25, 2023

Report from the Society of Saint Vincent de Paul

On behalf of the Society of Saint Vincent de Paul I would like to sincerely thank you on the very successful Thanksgiving Food Drive.

All schools participated in this food drive including: St. Aloysius, St. Ambrose, St. Joseph, Jeanne Sauvé, St. Patrick, Kinkora, Holy Name of Mary, St. Marys, St. Patrick, Dublin and St. Columban.

Thank you very much.

Here are the numbers for 2023

885 visits so far this year:

1501 adults (1145 under 60 and 356 over 60);

721 children – by the end of September

We are approximately equal to the entire year 2022

As you can see by our numbers the needs are greater than ever.

Thank you again.

Yours sincerely,

Lori Stewart

Huron/Perth CWL Report: Denise Lalonde Morris

Welcome back everyone, Hope you have a productive year

London Diocese has 3 of the top positions filled by women from our region-

Past President: Theresa Ryan, President: Mary Bannon, V.P./Organization:

Denise Lalonde Morris

Due to a National request, we will be visiting as many of our 90 councils as we can by December, 2023 to find out how our National organization can help us exist for another 100 years.

Presently we are holding Regional days to explain our three new Pillars that replace our 7 chairpersons

We are also hoping to increase our numbers by 1000 during this term

Members are welcome anytime of the year but we always make a big push in the Fall. The League welcomes any female from 16 years and older,

Catholic or Christian to join us to spread the word of Our Lord

We also hope you will ask to help when and where ever you need us.

DEVELOPMENT AND PEACE ~ CARITAS CANADA

Oct. 25, 2023 – Catholic Education Team meeting

1) Fall Education and Action Campaign – STAND FOR THE LAND

EDUCATION – Around the world, defenders of human rights and the environment are criminalized, persecuted, imprisoned and even killed. In 2022, a record of 401 human rights defenders were murdered, nearly half of who had been working for land, environment and Indigenous peoples' rights. Latin America was the most dangerous region in the world for them, with Honduras ranking fifth worst. Since 2015, the communities in Guapinol and the San Pedro sector have been trying in vain to have an open-pit iron mine shut down. The permit for the mine in the Montana de Botaderos Carlos Escaleras National Park was irregularly granted. Protests ensued, the peaceful demonstration camp was dismantled after 88 days of protest. 32 defenders were charged with contrived offences, 8 of them detained for 914 days.

Since January 2023, three land defenders from Guapinol have been killed.

TAKE ACTION – DPCC has been asked by its partner ERIC-Radio Progreso to raise awareness of the tragic plight of the communities of Guapinol and the San Pedro Sector. We stand with them as they defend their right to water and fight to obtain:

- Ø Justice
- Ø Reparations and protection
- Ø The cancellation of the irregularly granted mining concession
- Ø The restoration of the national park

Sign a petition (paper or on-line) to be sent to the Honduran Ambassador to Canada. Goal is 32000 signatures by February 25, 2024.

- Ø Bring to justice everyone involved in murdering the three Guapinol defenders
- Ø Fairly recompense the Guapinol Eight and their families
- Ø Better protect all Honduran Human rights and environmental defenders
- Ø Stop all mining activities in Carlos Escalares National Park and restore it
- Ø Cancel all irregularly granted mining permits

For more information: <https://devp.org/en/campaign/stand-for-the-land/>

Upcoming Events: Fall Action workshops on-line Friday at 6:30, in person Nov 2nd at King's University College at 7 p.m.

(For more information: <https://devp.org/en/evenements/>)

Day of Action in London Diocese – November 18/19 weekend when parishes are asked to

present campaign and parishioners given opportunity to sign petition

Development and Peace Schools – petition badge (deadline to be received in Montreal is Feb. 25, 2024)

High School workshop – November 2nd at King’s University College

Check out the revamped website for more information.

2) Current ‘Situation’ in Huron-Perth Deanery

a) D&P Schools – 100% 😊

b) Active Parishes – Avon-Thames Catholic Family of Parishes (all three through their social justice group led by John Devlin)

Lake Huron Catholic Family of Parishes – campaign in all parishes but need reps for Precious Blood and Our Lady of Mount Carmel

North Huron-Perth Catholic FOP – rep at Sacred Heart, Wingham but need reps in Listowel and Brussels

Perth Huron Crossroads Catholic FoP – no reps, no activity to my knowledge

(10 out of 15 parishes participate in D&P campaigns)

Outreach – biannual meeting with Bishop Fabbro, presence at Priest Study Days

3) Emergencies ~ never ending

Development and Peace — Caritas Canada is **raising funds for the Palestinian people** besieged in the southern Gaza Strip, who are in urgent need of help.

As a **member of the Canadian Foodgrains Bank**, Development and Peace — Caritas Canada is also participating in the Humanitarian Coalition’s **Gaza Humanitarian Emergency** appeal, to which we invite **Canadians to donate generously**.

In addition to over a million people displaced, the **UN reports** over 3,700 people killed since hostilities escalated earlier this month. The victims include Viola, a 26-year-old Caritas Jerusalem employee and her sister, daughter and husband, who were killed by a missile strike on an Orthodox Church building.

Facing a near-total blockade and ongoing bombardment, our partner Caritas Jerusalem urgently needs help to provide food, water, shelter, hygiene kits, healthcare and psychosocial support to the wounded, the displaced and the bereaved.

So, as you join **Pope Francis in praying** that “weapons be silenced” and that “the cry for peace” is heeded, we invite you to **give generously to help our sisters and brothers in Gaza**.

Link: <https://devp.org/en/please-help-families-in-need-in-gaza/>

TODAY (Sept 25 at 7:30 p.m.) – ROSARY FOR PEACE IN THE HOLY LAND via zoom. (to register: <https://devp.org/en/evenement/rosary-for-peace-in-the-holy-land/>)



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: March 25, 2024
Submitted by: Chris N. Roehrig, Director of Education and Secretary

MARCH 2024 HEALTH AND SAFETY REPORT

Public Session

BACKGROUND

A Health and Safety Report is presented to the Board of Trustees twice a year. The Health and Safety report to the Board contains information for all employee groups, across all sites within the district, and informs the Board of Trustees with respect to health and safety matters. The Board of Trustees last received a Health and Safety Report at the August 28, 2023 meeting.

DEVELOPMENT

The Board has had 622 health and safety incidents reported so far in the 2023-2024 school year from September 1, 2023 to February 29, 2024. In the 2022-2023 school year, over the same period, there were 298 employee health and safety incidents reported, which is an increase of 109%. Employees are consistently reporting through eBase. Of the health and safety incidents reported:

- 100 (16%) were reported by secondary school employees
- 522 (84%) were reported by elementary school employees, with one school reporting 21% of the incidents.

Detail on the health and safety incidents reported:

The main incident type reported by employees is Violence/Aggression at 61%. For this same period in 2022-2023 incidents of Violence/Aggression incidents reported by employees were 69%. This is a reduction of 8%. Incidents of violence or aggression are defined in the Occupational Health and Safety Act.

For the period identified in this report, examples of Violence/Aggression can be broken down as follows:

- 1) Striking, head bunt, kick, poke, punch, slap - 40%
- 2) Biting - 21%
- 3) Charging or pushing - 20%
- 4) Grabbing, digging nails/scratching, hair pulling, spitting - 19%

Of all of the incidents reported, 91% were near misses and/or required no medical aid.

Struck or Contact By constitutes the next leading incident type report at 8%. This is followed by Slips, Trips and Falls incident type reported at 2.0%, and Struck by Ball incident type at 1%. While Struck or Contact By and Struck by Ball incident types make up small percentages of incidents reported, they constitute 40% of WSIB reported claims

A Board comparison summary of the 2023-24 incident type reports vs 2022-23 school year:

- 1) Violence/Aggression - down 8% over 2022-2023
- 2) Slips, Trips and Falls - down 1% over 2022-2023
- 3) Struck By/Against/Ball Strikes - down 5% over 2022-2023

The School Boards' Co-operative Inc (SBCI) provides data on the Board's incidents that result in WSIB reported claims, and comparative provincial statistics.

Huron-Perth Catholic District School Board		Provincial Level	
1. Struck By/Against	40% of incidents	1. Slips, Trips & Falls.	28% of incidents
2. Slips, Trips & Falls	33% of incidents	2. Aggression	25% of incidents
3. Aggression	27% of incidents	3. Struck By/Against	24% of incidents

Site based Risk Assessments:

Site based risk assessments are completed at all locations each year. There are fifteen (15) sections to the risk assessment, covering a wide range of items to be assessed. They are:

- 1) School Information
- 2) Geographic Location
- 3) History of Incidents
- 4) Lighting
- 5) Accessibility
- 6) Classroom & Work Areas
- 7) Special Education
- 8) Parking Lots
- 9) Potential Hiding Spots
- 10) Portables
- 11) Procedures
- 12) Third Party Operated Daycare/Before & After School Programs
- 13) Community Use/Rentals
- 14) Itinerant Staff
- 15) Opioid Assessment

As part of the updated annual risk assessment process, Opioid Assessment was added in 2023. Based on the school assessments, Naloxone training was provided to eight schools on February 20, 2024 at the CEC with sixteen staff taking part. Naloxone kits will be provided to schools with the training and inspection of the Naloxone kit will become a part of the monthly health and safety inspection. An administrative procedure is being finalized on Naloxone in order to provide direction to Principals and staff on its use.

Results of the completed risk assessments are reviewed with the Joint Health and Safety Committee (JHSC). Any required actions identified in the assessments are addressed through the Facilities Department and/or brought forward to the Superintendents for information and action.

RECOMMENDATION

THAT the Huron-Perth Catholic District School Board receives the March 2024 Health and Safety 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: March 25, 2024
Submitted by: Chris N. Roehrig, Director of Education and Secretary

PORTABLE PURCHASE APPROVAL

Public Session

BACKGROUND

The Ministry provides limited funding for temporary accommodation expenses. When required, other operating funds can be used for portable moves, leases, and purchases, as well as for lease costs for permanent instructional space.

DEVELOPMENT

The Board will be using a portion of its 2023-24 school renewal capital allocation of \$583,965 to purchase one portable in 2023-24. This portable will be placed at St. Anne's Catholic Secondary School. It will replace an existing 1986 portable which will be demolished.

The total cost is \$187,523.50 (HST included). The detail of the total cost is:

Portable	\$ 156,450.00
Delivery & Install	<u>9,500.00</u>
Subtotal	165,950.00
HST	<u>21,573.50</u>
TOTAL	\$ 187,523.50

NRB Modular Solutions is an Ontario Education Collaborative Marketplace (OECM) vendor. Purchasing from an OECM vendor complies with the Ontario BPS Procurement Directive that purchases of this amount are conducted in an open, fair, and transparent process.

The last portable the Board purchased was in August 2022. At that time, before taxes, the portable cost was \$154,400.00. Delivery to Listowel was \$6,600.00.

RECOMMENDATION

THAT the Huron-Perth Catholic District School Board approves the purchase of a portable classroom to NRB Modular Solutions at a cost of \$187,523.50 (HST included).



JAN 17, 2024

Huron-Perth CDSB
3927 Perth Road 180
Dublin, ON
N0K 1E0
e. anicholson@hpcdsb.ca

ATTENTION : Anne Marie Nicholson

RE: PC2022 CUSTOM CLASSROOM

We are pleased to submit our preliminary proposal to manufacture, supply and deliver New PC2022 CUSTOM MODULAR CLASSROOM as per our basic details and specifications enclosed.

BASE PRICING

BUILDING, SUPPLIED AND INSTALL	\$156,450.00*/classroom
DELIVERY TO 353 ONTARIO STREET, CLINTON	\$ 9,500.00/classroom

- **Above amount is based on order of 1 classroom, any code changes or cost escalations may affect final pricing*
- *All Taxes extra*
- *Freight subject to change due to fuel surcharges at time of delivery*
- *Lease to Own pricing available upon request (through a 3rd party finance company)*

Items Included in above price:

- Performa Sheet goods flooring
- Pressure treated ramp with rails
- Bone white siding with slate blue skirt and door
- Millwork option with two teachers closets

If you have any questions regarding this quote, please feel free to contact us at any time. Thank you for your interest in NRB and we look forward to the opportunity of working with you on this project.

Sincerely,

John Owen
Sales Representative
John.owen@dexterra.com



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: March 25, 2024
Submitted by: Chris N. Roehrig, 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. The Board receives a Cafeteria Enhancement Fund contribution equal to 5% of cafeteria sales. NMS provides reports each term to the Superintendent of Business.

DEVELOPMENT

NMS was pleased to announce its Cafeteria Enhancement Fund contribution of \$5,890.98 for the period of September 1, 2023 to December 31, 2023.

Special functions catered during this period:

- Leaders Learning Council meetings at St. Michael
- Christmas dinners at St. Michael and St. Anne's for students and staff
- Grade 9 BBQ and other catering functions at St. Anne's

NMS Goals:

- Continue to provide meal service that is enjoyed by the students and adhere to the PPM 150 guidelines.
- Enhancing the catering menu to meet the increase in demand.

The NMS report is attached which provides information on November 2023 food service sales.

RECOMMENDATION

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

NMS NUTRITIONAL MANAGEMENT SERVICES LIMITED

FOOD SERVICE MANAGEMENT AND CONSULTING
2361 MAIN STREET
LONDON, ONTARIO N6P 1A7
TEL (519) 652-2800 WATS (800) 265-2907 FAX (519) 652-0867

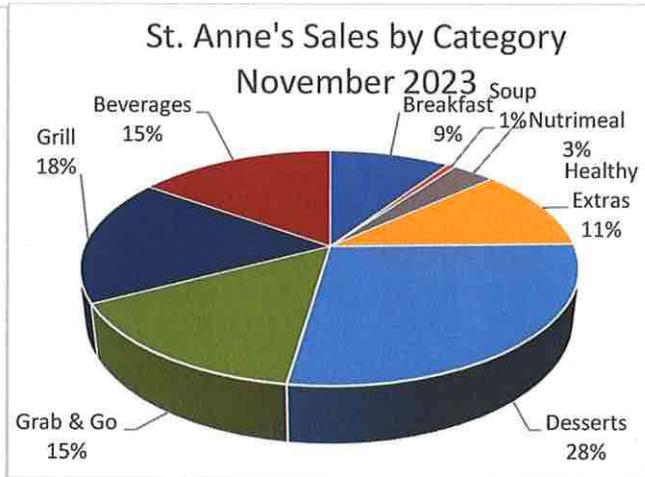
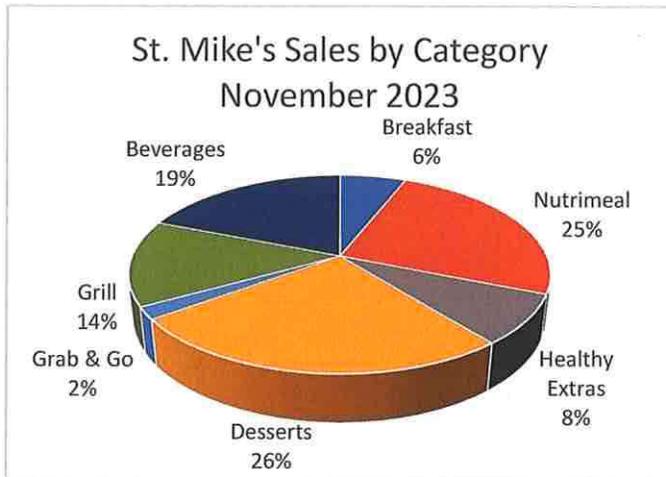
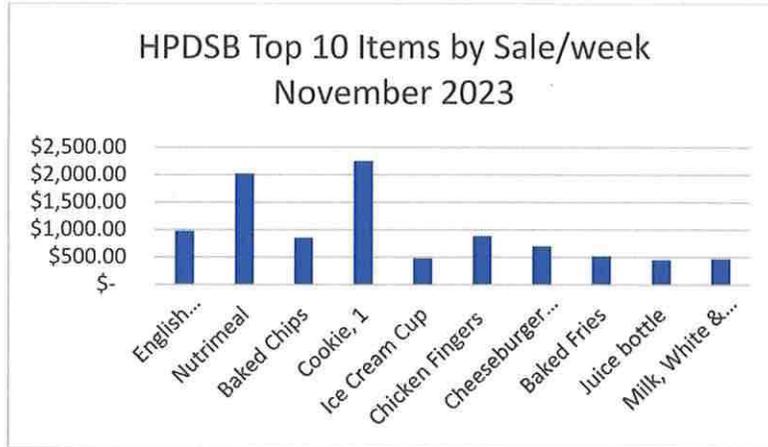
ACCOMPLISHMENTS:

1. We are pleased to announce our Cafeteria's Enhancement Fund contribution for St. Michael's and St. Anne's for \$5,890.98. Equipment and Repairs amounted to \$3,583.55, which was subtracted of the grand total rebate of \$9,474.48.
2. Sales for the period for St. Mike's were \$98,183.57 and for St. Anne's \$91,306.96.
3. **Special Functions:** Before the school year started, St. Michael's created and implemented a lunch menu for 2 days for principal's meetings. Meals included a main, 2 sides, dessert, and drinks. Both schools held a Christmas Dinner which was well received with students and teachers. St. Michael's did a traditional turkey dinner while St. Anne's came up with a creative Christmas Poutine.
4. St. Michael's has been able to increase sales of their Nutri-Meal, which is currently one of their top selling items.
5. St Anne's had numerous catering functions ranging from 25 - 110 people. St. Anne's also catered for the Grade 9 BBQ involving both students and staff.
6. We continue to introduce new foods such as chili cheese fries that are PPM 150 compliant and enjoyed by the students.

GOALS

1. Continue to provide meal service that is enjoyed by the students and adhere to the PPM150 guidelines.
2. Enhancing our catering menu to meet the increase in demand.

Menu Items 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: March 25, 2024
Submitted by: Chris N. Roehrig, Director of Education and Secretary

2023 PUBLIC SECTOR SALARY DISCLOSURE

Public Session

BACKGROUND

The Public Sector Salary Disclosure (PSSD) Act was passed in 1996 to make Ontario's public sector more open and accountable to taxpayers. The act requires annual publication of names, positions, and salaries where the individual's salary is \$100,000 or higher as recorded on the T4. The disclosures are reported and published for public viewing by March 31st each year. The Act covers School Boards.

DEVELOPMENT

An online reporting tool is used for organizations to submit information by the fifth working day of March; the 2023 PSSD submission was due Thursday, March 7, 2024. The attached report details the Board's information that is made publicly available. This information was submitted to the Province of Ontario by the due date.

RECOMMENDATION

THAT the Huron-Perth Catholic District School Board receives the 2023 Public Sector Salary Disclosure Report.

**Huron-Perth Catholic District School Board
2023 Public Salary Disclosure**

LAST NAME	FIRST NAME	POSITION	SALARY	BENEFIT
ANDERSON	KELLY	Elementary Teacher	\$ 104,007.80	\$ 100.08
ANTONIO	JANIS	Elementary Teacher	\$ 104,007.80	\$ 100.10
APPEL	BROCK	Elementary Teacher	\$ 104,007.80	\$ 100.08
ATCHISON	JENNIFER	Secondary Teacher	\$ 107,265.08	\$ 100.17
BANNON	KIMBERLEY	Elementary Teacher	\$ 102,977.94	\$ 100.16
BASSO	MICHAEL	Secondary Teacher	\$ 102,977.94	\$ 100.15
BAZINET LANE	ANGELA	Elementary Teacher	\$ 102,977.94	\$ 100.15
BECKER	SARAH	Elementary Teacher	\$ 103,321.14	\$ 100.13
BEUERMAN	KATHERINE	Elementary Teacher	\$ 102,977.94	\$ 100.15
BLACKMORE	LAURA	Secondary Vice-Principal	\$ 121,012.87	\$ 100.10
BODKIN	DAN	Elementary Principal	\$ 127,592.81	\$ 100.13
BOERSEN	MARK	Secondary Teacher	\$ 102,977.94	\$ 100.15
BOREHAM	TARA	Superintendent Of Education	\$ 186,056.28	\$ 100.07
BRACA	MARIANNE	Secondary Teacher	\$ 107,265.08	\$ 100.17
BRICKMAN	ANDREA	Elementary Teacher	\$ 103,050.03	\$ 100.13
BROOKS	MELANIE	Elementary Teacher	\$ 102,447.13	\$ 100.15
BROWN	HEATHER	Elementary Teacher	\$ 102,977.94	\$ 100.15
BRUNEEL	MICHAEL	Elementary Principal	\$ 127,872.94	\$ 1,172.90
BUCHANAN	CATHY	Elementary Teacher	\$ 103,619.84	\$ 100.15
CAKEBREAD	TARA	Elementary Principal	\$ 127,384.53	\$ 100.09
CAMPBELL	CRAIG	Secondary Teacher	\$ 102,977.94	\$ 100.16
CAMPBELL	MICHELLE	Elementary Teacher	\$ 102,977.94	\$ 100.15
CAREW	SOPHIA MARIE	Elementary Teacher	\$ 102,977.94	\$ 100.15
CARTER	ANGELA	Elementary Teacher	\$ 102,977.94	\$ 100.15
CLANCY	RYAN	Secondary Teacher	\$ 102,977.94	\$ 100.15
CLARK	HEIDI	Secondary Teacher	\$ 107,723.58	\$ 100.17
CLARO	LISA	Secondary Teacher	\$ 102,977.94	\$ 100.16
COOK	CAROLYN	Secondary Principal	\$ 127,764.86	\$ 100.08
COOK	HAILEY	Elementary Teacher	\$ 102,467.40	\$ 100.14
CORSAUT	JOHN B	Secondary Vice-Principal	\$ 111,394.16	\$ 96.90
COURTNEY	KERRI LYN	Elementary Vice-Principal	\$ 116,199.98	\$ 100.16
CRESSWELL	KRISTINE	Elementary Teacher	\$ 102,977.94	\$ 100.15
DAFOE	TRACIE	Elementary Teacher	\$ 102,977.94	\$ 100.15
DALE	CHRISTINE	Learning Coordinator	\$ 127,608.38	\$ 500.13
DAMEN	ANDREW	Secondary Teacher	\$ 103,665.69	\$ 99.03
DAVIS	SHERRI	Elementary Teacher	\$ 104,007.80	\$ 100.08
DE JONG	DIANNE	Elementary Principal	\$ 127,872.94	\$ 100.13
DEJONG	LISA	Elementary Teacher	\$ 100,185.00	\$ 100.15
DEJONG THOMAS	TONI	Elementary Teacher	\$ 103,829.56	\$ 100.08
DELION	JENNIFER	Elementary Teacher	\$ 102,864.25	\$ 100.14
DELUCA	CHRISTINA	Elementary Teacher	\$ 102,977.94	\$ 100.15
DELUCA	STEVE	Secondary Teacher	\$ 107,265.08	\$ 100.17
DENSTEDT	KEVIN	Secondary Teacher	\$ 107,265.08	\$ 100.17
DEVEREAUX	JOAN C	Secondary Teacher	\$ 100,589.34	\$ 100.12
DEVEREAUX	SARAH	Manager of Finance	\$ 123,430.22	\$ 100.04
DEVEREAUX	TYLER	Secondary Teacher	\$ 104,472.14	\$ 100.15
DEWAN	MARK	Secondary Teacher	\$ 102,317.84	\$ 99.66
DHONDT	PAUL	Learning Coordinator	\$ 127,608.38	\$ 500.13
DICKINS	HEATHER	Elementary Teacher	\$ 101,916.32	\$ 100.14

LAST NAME	FIRST NAME	POSITION	SALARY	BENEFIT
DIEZ DE BONILLA	MARIANA	Elementary Teacher	\$ 102,725.81	\$ 100.12
DITNER	GLEN	Secondary Teacher	\$ 107,265.08	\$ 100.17
DOBSON	KATHLEEN	Elementary Teacher	\$ 102,977.94	\$ 100.15
DRAGER	MARY JO	Learning Coordinator	\$ 127,608.38	\$ 500.13
DRENNAN	BART	Secondary Teacher	\$ 102,977.94	\$ 100.15
DRENNAN	CHARLOTTE	Elementary Teacher	\$ 102,977.94	\$ 100.15
DUCHARME	CHRISTA	Elementary Teacher	\$ 102,977.94	\$ 100.15
DUCHARME	MARY ELLEN	Superintendent Of Business	\$ 195,822.52	\$ 100.18
DUCHARME IVATTS	CARRIE	Elementary Teacher	\$ 102,977.94	\$ 100.15
DUNN VAN BAKEL	SUSAN	Secondary Teacher	\$ 102,977.94	\$ 100.15
DURAND	ANDREA	Elementary Teacher	\$ 103,077.91	\$ 100.15
DZIACKY	MICHELLE	Elementary Teacher	\$ 102,977.94	\$ 100.15
ELIASZIW	STEVE	Secondary Teacher	\$ 102,977.94	\$ 100.16
ENNETT	LAURA	Elementary Teacher	\$ 113,282.00	\$ 100.06
ENRIGHT	MICHELLE	Elementary Teacher	\$ 102,977.94	\$ 100.15
EWANCHUK	CHRISTINE	Elementary Teacher	\$ 102,977.94	\$ 100.15
EWING	SARAH	Elementary Teacher	\$ 102,977.94	\$ 100.15
FILIPETTI	BRYSON	Secondary Teacher	\$ 107,601.79	\$ 78.03
FINCH	MELISSA	Secondary Teacher	\$ 106,899.95	\$ 100.16
FLANAGAN	HAYLEY	Elementary Teacher	\$ 102,977.94	\$ 100.15
FLANAGAN	MARK	Ontario Youth Apprenticeship Program Leader	\$ 114,305.62	\$ 100.14
GARDINER	JENNIFER	Elementary Teacher	\$ 102,977.94	\$ 100.15
GEDDIS	JOSH	Secondary Teacher	\$ 103,198.40	\$ 100.15
GEIGER	STEVE	Secondary Teacher	\$ 105,121.38	\$ 100.08
GEORGE	HEATHER	Elementary Teacher	\$ 104,067.26	\$ 100.08
GIBBINGS	ROCHELLE	Elementary Teacher	\$ 102,977.94	\$ 100.15
GIBSON	NIKKI	Elementary Teacher	\$ 100,323.89	\$ 100.15
GILBERT	CARY	Elementary Teacher	\$ 105,499.69	\$ 100.15
GILMORE	ROSEMARY	Elementary Teacher	\$ 102,977.94	\$ 100.15
GLAVIN	NICOLE	Secondary Teacher	\$ 107,387.56	\$ 100.17
GOFORTH	STEVE	Secondary Teacher	\$ 102,977.94	\$ 100.15
GRACE	BONNIE	Secondary Teacher	\$ 102,977.94	\$ 100.15
GRACE	CHRISTOPHER	Secondary Principal	\$ 132,302.24	\$ 100.07
GRACEY	DAN	Elementary Principal	\$ 127,872.94	\$ 829.49
GRACEY	SHONA	Elementary Principal	\$ 127,872.94	\$ 100.13
GRAVEL	SHANNON	Elementary Teacher	\$ 103,314.71	\$ 100.11
HARTIN	JANE	Elementary Principal	\$ 127,872.94	\$ 100.13
HASTINGS	KAREN	Secondary Vice-Principal	\$ 120,212.85	\$ 100.10
HENDERSON	LORI	Elementary Teacher	\$ 101,916.32	\$ 100.15
HICKEY	FAYE	Elementary Teacher	\$ 102,977.94	\$ 100.15
HODGE	BREYNYN	Elementary Teacher	\$ 100,828.27	\$ 100.12
HODGSON ANSEMS	MARY ANGELA	Executive Manager of Employee Relations	\$ 121,262.68	\$ 100.12
HOLTON	BILL	Secondary Teacher	\$ 107,265.08	\$ 100.17
HOWATT GERBER	KRISTINA	Speech Language Pathologist	\$ 106,337.66	\$ 100.10
HUGHES	MELANIE	Elementary Teacher	\$ 103,534.96	\$ 100.08
HURLEY	PATRICK	Elementary Teacher	\$ 102,977.94	\$ 100.16
IRWIN	SANDRA	Elementary Teacher	\$ 102,181.72	\$ 100.14
JASPER	NICHOLAS	Elementary Teacher	\$ 101,916.32	\$ 100.15
KEENE	JENNIFER	Elementary Principal	\$ 127,872.94	\$ 100.13
KOCHER	BRYAN	Secondary Teacher	\$ 104,124.19	\$ 99.19

LAST NAME	FIRST NAME	POSITION	SALARY	BENEFIT
KRAMERS	KAREN	Elementary Teacher	\$ 103,619.84	\$ 100.15
LAMBERS	TRACIE	Elementary Teacher	\$ 106,941.74	\$ 100.15
LANDERS	DAVID	Elementary Teacher	\$ 103,321.14	\$ 100.13
LANE	STEVE	Secondary Teacher	\$ 113,282.00	\$ 100.06
LANGAN	JESSICA	Elementary Teacher	\$ 120,892.08	\$ 340.13
LAURIN	JENNIFER	Secondary Teacher	\$ 102,977.94	\$ 100.15
LAWSON	JOHN	Manager of Information and Communications Technology	\$ 118,383.98	\$ 100.07
LEROUX	ANDREA	Elementary Principal	\$ 127,384.53	\$ 100.09
LIOTTA	REBECCA	Elementary Principal	\$ 127,872.94	\$ 100.13
MAHOOD	THERESA	Secondary Teacher	\$ 102,977.94	\$ 100.15
MANZO	STEPHEN	Secondary Teacher	\$ 105,129.19	\$ 100.14
MARCY	BRIAN	Secondary Teacher	\$ 107,265.08	\$ 100.17
MARSH	LAURA	Elementary Teacher	\$ 104,007.80	\$ 100.08
MARSHALL	LINDSAY	Secondary Teacher	\$ 102,977.94	\$ 100.15
MARTINEZ	ANTONIO	Secondary Teacher	\$ 102,447.13	\$ 100.15
MATEUS RUIZ	NATANAEL	Secondary Teacher	\$ 102,977.94	\$ 100.15
MATHESON	SARAH	Secondary Teacher	\$ 102,977.94	\$ 100.15
MCCARROLL	PATRICK	Elementary Teacher	\$ 103,671.20	\$ 100.11
MCCARTHY	DEBORAH	Learning Coordinator	\$ 121,277.56	\$ 500.13
MCCONNELL	NATALIE	Elementary Teacher	\$ 102,977.94	\$ 100.15
MCDADE	SEAN	Elementary Principal	\$ 127,872.94	\$ 100.13
MCDONALD	KRISTINA	Secondary Teacher	\$ 106,988.62	\$ 100.16
MCINTOSH	MICHELLE	Elementary Teacher	\$ 102,977.94	\$ 100.15
MCLLWAIN	JILL	Elementary Teacher	\$ 100,854.70	\$ 100.15
MEYERS	CURTIS	Elementary Teacher	\$ 102,977.94	\$ 100.15
MEYERS	JENNA	Learning Coordinator	\$ 123,573.58	\$ 500.13
MILLER	KATHERINE	Elementary Teacher	\$ 103,334.43	\$ 100.15
MOSS	AIDEEN	Elementary Principal	\$ 134,201.07	\$ 100.13
NELSON	MARY ELLEN	Elementary Teacher	\$ 102,977.94	\$ 100.15
NICHOLSON	ANNE MARIE	Manager of Plant and Operations	\$ 118,383.98	\$ 100.07
NICKEL	JULIE	Elementary Teacher	\$ 102,977.94	\$ 100.15
NOLAN	DENISE	Elementary Teacher	\$ 100,323.89	\$ 100.15
OGRADY	SHARON	Elementary Teacher	\$ 102,977.94	\$ 100.15
ONEILL	SANDRA	Elementary Teacher	\$ 103,253.04	\$ 100.15
ORR	KELLY	Secondary Teacher	\$ 101,916.32	\$ 100.15
ORT	MICHAEL	Secondary Teacher	\$ 102,977.94	\$ 100.15
OTTEN	LAURIE	Elementary Teacher	\$ 102,447.12	\$ 100.15
OUD	SARAH	Elementary Teacher	\$ 104,815.73	\$ 100.12
OUD	TERESA	Elementary Teacher	\$ 102,977.94	\$ 100.15
PETERS	DANIELLE	Elementary Teacher	\$ 102,977.94	\$ 100.16
PRENDERGAST	JENNIFER	Elementary Teacher	\$ 102,818.70	\$ 100.14
PRICE	MARCUS	Secondary Teacher	\$ 102,977.94	\$ 100.15
PSUTKA	TODD	Elementary Teacher	\$ 102,977.94	\$ 100.15
RAWES	WENDY	Elementary Teacher	\$ 102,460.40	\$ 100.11
REDMAN	THERESA	Secondary Teacher	\$ 104,311.91	\$ 100.08
REGIER	LAUREN	Elementary Teacher	\$ 102,831.97	\$ 100.15
REGIER	RHONDA	Elementary Principal	\$ 127,872.94	\$ 100.13
REID	SHANNON	Secondary Teacher	\$ 107,265.08	\$ 100.17
REID	STEVEN	Secondary Teacher	\$ 102,553.30	\$ 100.13
RIETMEYER	STACEY	Elementary Teacher	\$ 103,321.14	\$ 100.13
ROBINSON	TINA	Secondary Teacher	\$ 117,352.08	\$ 96.06

LAST NAME	FIRST NAME	POSITION	SALARY	BENEFIT
ROEHRIG	CHRISTOPHER	Director Of Education	\$ 190,594.04	\$ 100.10
ROWLAND	KATHERINE	Elementary Teacher	\$ 102,977.94	\$ 100.15
ROXBURGH	RENITA	Secondary Principal	\$ 136,002.40	\$ 100.12
SALTER	SUE	Elementary Teacher	\$ 102,977.94	\$ 100.15
SAUNDERS	NICHOLE	Elementary Teacher	\$ 102,977.94	\$ 100.15
SCHOONDERWOERD	JEN	Elementary Teacher	\$ 104,305.10	\$ 100.08
SCHOONDERWOERD	KEN	Elementary Teacher	\$ 102,977.94	\$ 100.15
SCOTT	COLLEEN	Elementary Teacher	\$ 103,981.26	\$ 100.08
SELBIE	JOHN	Secondary Teacher	\$ 107,265.08	\$ 100.17
SHANTZ	HOPE	Elementary Teacher	\$ 102,977.94	\$ 100.15
SHANTZ TEPKER	CHARLENE	Elementary Teacher	\$ 102,977.94	\$ 100.15
SIMMONS	MARY KATHERINE	Elementary Teacher	\$ 107,746.34	\$ 100.15
SKILLEN	RACHEL	Secondary Teacher	\$ 103,173.90	\$ 100.15
SKINN	MARY	Elementary Teacher	\$ 100,297.36	\$ 100.12
SLOAN	PEGGY	Elementary Teacher	\$ 102,977.94	\$ 100.15
SMITH	JOANNE	Elementary Teacher	\$ 102,977.94	\$ 100.15
SMITH	M WAYNE	Secondary Teacher	\$ 102,977.94	\$ 100.15
SOARES	JOE	Elementary Teacher	\$ 102,977.94	\$ 100.15
SORGER NEEDHAM	LORETTA	Elementary Teacher	\$ 102,752.35	\$ 100.13
STOCK BATEMAN	ANNE	Secondary Teacher	\$ 104,992.30	\$ 100.14
STAPLETON	LORI LYNN	Elementary Principal	\$ 127,872.94	\$ 100.13
STEINMANN	JASON	Secondary Teacher	\$ 100,792.12	\$ 100.13
STEPHENS	SHARON	Elementary Principal	\$ 127,872.94	\$ 100.13
TAIT	IRENE	Elementary Teacher	\$ 102,426.02	\$ 100.12
TAMAS	HEATHER	Elementary Teacher	\$ 102,447.13	\$ 100.15
TAYLOR	LAURA	Elementary Teacher	\$ 102,977.94	\$ 100.15
THUSS	CAROLINE	Learning Coordinator	\$ 123,573.58	\$ 500.13
THUSS	JEFFREY	Elementary Teacher	\$ 102,977.94	\$ 100.15
TIGANI	KAREN	Superintendent Of Education	\$ 178,034.00	\$ 100.08
VALCKE	PAULA	Elementary Vice-Principal	\$ 115,606.34	\$ 6,117.01
VAN DONGEN	KRISTI	Elementary Teacher	\$ 102,914.27	\$ 100.13
VAN GEEL	ANGELA	Elementary Teacher	\$ 102,977.94	\$ 100.15
VAN KERKOERLE	TRACEY	Elementary Teacher	\$ 102,977.94	\$ 100.15
VAN OSCH	TERRIE	Secondary Teacher	\$ 107,534.54	\$ 100.16
VANDER HYDEN	DEREK	Secondary Teacher	\$ 102,977.94	\$ 100.15
VANDERLOOP	KAELEIGH	Secondary Teacher	\$ 100,140.15	\$ 100.11
VERBERNE	CHAD	Secondary Teacher	\$ 117,376.58	\$ 94.22
VISSER	BETTY	Elementary Teacher	\$ 103,829.63	\$ 100.08
VONEUW	KATHLEEN	Secondary Teacher	\$ 107,265.08	\$ 100.17
WARREN VRBANAC	TARA	Secondary Teacher	\$ 107,265.08	\$ 100.17
WEILER	LIZA	Elementary Teacher	\$ 102,871.78	\$ 100.14
WEILER	MIKE	Elementary Teacher	\$ 102,977.94	\$ 100.15
WELLS	JODIE	Secondary Teacher	\$ 105,249.94	\$ 96.32
WESTBROOK	KAITLIN	Mental Health Lead	\$ 109,490.94	\$ 100.11
WILKIE	KERI	Elementary Teacher	\$ 102,977.94	\$ 100.15
WILLEMSE	MARY JANE	Elementary Teacher	\$ 101,916.32	\$ 100.15
WILSON	ASHLEY	Elementary Teacher	\$ 100,874.97	\$ 100.14
WOJCIK	NANCY	Elementary Teacher	\$ 102,977.94	\$ 100.15
WYDEVEN	KATIE	Elementary Teacher	\$ 101,923.32	\$ 100.13



REPORT TO THE HURON-PERTH CATHOLIC DISTRICT SCHOOL BOARD

Prepared by: Chris N. Roehrig, Director of Education and Secretary
Presented to: The Huron-Perth Catholic District School Board
Date: March 25, 2024
Submitted by: Chris N. Roehrig, Director of Education and Secretary

SUPERVISED ALTERNATIVE LEARNING (SAL)

Public Session

BACKGROUND

Students who are at least 14 years of age are eligible for Supervised Alternative Learning (SAL). SAL is useful for encouraging school-aged people who are at risk of not graduating to continue their learning if they are not attending school regularly and if other retention strategies have not been successful. SAL programming allows for students to enroll in at least one credit and take advantage of flexible programs for the remainder of the day.

DEVELOPMENTS

The SAL policy has been revised to include a belief statement, correct/clarify confusing elements of the previous version, and include a standard SAL Plan template and a parent-friendly summary.

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 policy Supervised Alternative Learning (SAL) for information.



HURON-PERTH CATHOLIC

District School Board

Supervised Alternative Learning (SAL)

Adopted:	November 25, 2019	Policy #:	P 2.2.5.
Revised:		Policy Category:	2.2. School Program

BELIEF STATEMENT:

The Huron-Perth Catholic District School Board (the Board) believes that we serve students the home to nurture a Christ-centred environment, provide student-focused learning opportunities and support the growth of the whole person. The Board believes in approaches informed by Catholic Social Teaching that support achievement where we exercise a preferential option for the poor and marginalized.

POLICY STATEMENT:

It is a policy of the Board to establish a Supervised Alternative Learning Committee (the Committee) to decide if students are suitable for Supervised Alternative Learning (SAL). The Committee shall follow the guidelines outlined in the Education Act (O. Reg. 374/10). The Committee will maintain clear and timely communication with parents and students involved in SAL, including notifications of referrals, Committee decisions, student plans, potential plan renewals, and plan terminations. All decisions made by the Committee will prioritize the best interests of the student. Students approved by the Committee for SAL are excused from regular school attendance as long as their plan is valid. Procedures will be developed to ensure that the work of the SAL Committee and the development of SAL Plans align with the Education Act and its Regulations.

PROCEDURES:

1. Eligibility for Supervised Alternative Learning (SAL)

Students who are at least 14 years of age are eligible for SAL. Supervised Alternative Learning (SAL) is useful for encouraging school-aged people who are at risk of not graduating to continue their learning if they are not attending school regularly and if other retention strategies have not been successful.

2. Supervised Alternative Learning Committee

2.1. Role of the Committee

The role of the Committee is to make decisions at meetings regarding Supervised Alternative Learning by students of the Board.

2.2. Establishment of the Committee

The Board shall establish a Supervised Alternative Learning Committee composed of at least one member of the Board, at least one Supervisory Officer (Committee Chair) qualified as such as a teacher and employed by the Board, and at least one individual who is not a member or employee of the Board. The parent/caregiver of the pupil being considered for SAL should be invited as well as the student in the appropriate circumstance. The Committee Chair may invite anyone they deem appropriate in the circumstance (e.g. the Primary Contact₁).

A Supervisory Officer appointed to the SAL Committee may designate an individual that the Supervisory Officer considers appropriate to act in his or her place as a member of the Committee without the approval of the Board.

3. Referral to the Supervised Alternative Learning Committee

3.1. Before Referral

Before referring a student to the Committee, a principal shall provide the parent/guardian₁ of the student with the following written information: notice of his or her intention to refer the student to the Committee, the basis for his or her opinion that it would be in the student's best interests to participate in Supervised Alternative Learning and a request that the parent/guardian provide the principal, by a date specified by the principal, with his or her opinion regarding whether it would be in the student's best interests to participate in Supervised Alternative Learning and the basis for that opinion, and any other information that in his or her opinion would assist the Committee in its consideration of the referral.

A principal shall not make a referral until the parent/guardian provides a response to a request by the date specified by the principal.

3.2. Referral to the SAL Committee

The principal of a school at which a student is enrolled shall refer the student to the Committee if, in the principal's opinion, it would be in the student's best interests to participate in Supervised Alternative Learning.

A parent/guardian of a student₁ may submit, in writing, to the principal of the school at which the student is enrolled, a request that the student participate in Supervised Alternative Learning; and the basis for the parent/guardian's opinion that it would be in the student's best interests to participate in Supervised Alternative Learning.

If a parent/guardian submits a request, the principal shall refer the student to the Committee within 15 school days after the day the principal receives the request.

A parent/guardian of a student is entitled to make a request in accordance with the following: no more than two requests shall be made in respect of a student in a school year and a second request in respect of a student in a school year shall not be made until at least 60 school days have passed since the day the previous request was made.

3.3. Contents of Referral

A referral shall include the following written material: the basis for the principal's opinion that it would or would not be in the student's best interests to participate in Supervised Alternative Learning; the basis for the parent/guardian's opinion that it would or would not be in the student's best interests to participate in Supervised Alternative Learning (if those reasons are provided to the principal); the plan developed (if any); a list of one or more members of the staff of the school or the Board who know the student and can speak knowledgeably about the student's academic performance and progress and the appropriateness of the plan; a list of any other individuals who have information that is relevant to the referral; and any other information that in the principal's or the parent/guardian's opinion would assist the Committee in its consideration of the referral.

When a principal refers a student to the Committee, the principal shall provide the student and the parent/guardian of the student with a copy of the referral together with a written statement explaining that they will receive notice from the Committee of the time and place of the meeting to consider the referral; and setting out their rights under O. Reg. 374/10.

While not required, it is recommended that the principal, in consultation with appropriate parties (as required by O. Reg. 374/10 and this policy), submit a plan as prescribed in Section 5 (Appendix A) along with the referral to the SAL Committee so that the Committee can decide on whether to approve the referral to SAL and the plan at the same time.

4. SAL Committee Meetings

Within 20 school days of receiving a referral, the Committee shall hold a meeting to consider the referral. The Committee may hold a meeting on a date that is later than 20 school days after receipt of a referral if the parent/guardian of the student makes a written request for a later date or the parent/guardian of the student consents.

The Committee shall give notice of the meeting to the following: the student, the parent/guardian of the student,² the principal of the student's school, any member of the staff of the school or the Board who was listed by the principal in the referral and in the opinion of the Committee may have information that is relevant to the referral, any other individual who in the opinion of the Committee has information that is relevant to the referral, and an individual who receives notice has a right to attend and be heard at the meeting.

4.1. Decisions of the SAL Committee

After the Committee considers a referral, the Committee shall make a decision as follows:

- If a plan was submitted to the Committee, the Committee shall approve participation by the student in Supervised Alternative Learning as described in the plan; modify the plan and approve participation by the student in Supervised Alternative Learning as described in the plan as

modified; or not approve participation by the student in Supervised Alternative Learning.

- If a plan was not submitted to the Committee, the Committee shall require the principal of the student's school to cause a plan to be developed for the student in accordance with the directions of the Committee, if any; or not approve participation by the student in Supervised Alternative Learning.

4.2. Communication of the Decision

Within five school days after a meeting, the Committee shall provide the student, the parent/guardian of the student and the principal of the student's school with its written decision together with the following:

- If the Committee approved participation by the student in Supervised Alternative Learning, a copy of the plan including any modifications made by the Committee, contact information for the student's primary contact person, and if the plan includes employment, contact information for the employer if available.
- If the Committee required the principal to cause a plan to be developed, the date by which the plan is required to be submitted to the Committee.

The Committee shall also provide the parent/guardian of the student with the following:

- If the Committee approved participation by the student in Supervised Alternative Learning, information about the right to reconsideration and the reconsideration process as outlined in O. Reg. 374/10.
- If the Committee did not approve participation by the student in Supervised Alternative Learning, information about the right to reconsideration and the reconsideration process, and information about the right to make a request. If the Committee required the principal to cause a plan to be developed, information about the parent/guardian's right to provide input in the course of developing the plan, a statement that the parent/guardian will receive a copy of the plan when it is submitted to the committee, a statement that the parent/guardian may provide materials to the committee for the committee's use in considering the plan and how those materials should be provided, a statement that the parent/guardian will receive notice from the committee of the time and place of the meeting to consider the plan, and information setting out the parent/guardian's rights.

4.3. Plan Ordered by the Committee

If a principal is required to cause a plan to be developed, the principal shall cause the plan to be developed in accordance with the directions of the Committee and submitted to the Committee by the date specified by the Committee.

The principal shall use Appendix A for the development of the SALP.

The expiry date of a plan shall not be later than June 30 in the school year to which the plan applies.

When the principal submits a plan to the Committee, the principal shall also submit any other information that in the principal's opinion would assist the Committee in its consideration of the plan and provide the student and the parent/guardian of the student with a copy of the plan.

Within 20 school days of receiving a plan, the Committee shall hold a meeting to consider the plan.

After the Committee considers a plan, the Committee shall make a decision to approve participation by the student in Supervised Alternative Learning as set out in the plan; modify the plan and approve participation by the student in Supervised Alternative Learning as described in the plan as modified; or not approve participation by the student in Supervised Alternative Learning.

4.4. Excusal from Attendance at School

A student who is approved by the Committee to participate in Supervised Alternative Learning is excused from attendance at school as long as the student's plan has not expired or been terminated.

4.5. Reconsideration of SAL Decision

If a decision made by the SAL Committee is contested, the Education Act of Ontario provides avenues for reconsideration. The parent/guardian or the student, if they have reached the age of majority, may request reconsideration within a specified timeframe. The reconsideration process involves a review of the decision by the Committee or an impartial body designated by the Board.

5. The Student Alternative Learning Plan (SALP)

5.1. Considerations for the SALP

Considerations and components of a Supervised Alternative Learning Plan:

- Incorporates student's educational and personal goals;
- Includes credit-bearing activities, wherever possible;
- Outlines methods of assessing the student's progress towards his or her educational and personal goals;
- Identifies a Primary Contact at the school or board and makes provision for monitoring, which must occur at a minimum once per month;
- Includes a transition plan for returning to school or for proceeding to a post-secondary option when the student reaches the age of eighteen;
- The Board has the responsibility to ensure appropriateness of placements off school/board property; for activities taking place off-site (working, volunteering, etc.), a site visit is to take place before the student begins the activity to ensure the site complies with health, safety, and accessibility requirements;

- All SALPs expire no later than June 30;
- A SALP may be renewed for a maximum of one school year on the recommendation of the principal to the SAL Committee without requiring the student to appear before the committee.

5.2. Activities of the SALP

Activities that may constitute all or part of a Supervised Alternative Learning Plan are:

- Shall include at enrolment in one (minimum 350 minutes per week) or more courses in which the student may earn a credit (e.g. Co-op, e-learning, teacher directed courses or alternative learning courses - does not include ILC or correspondence courses or continuing education courses);
- Enrolment in a life skills or other non-credit course;
- Job-related training (i.e., learning workplace certifications, developing general employment skills);
- Full- or part-time employment at a work placement that has been visited and found appropriate;
- Volunteering (meets the community service requirement);
- Counseling (to address barriers to learning); and/or
- Any other activity that will help the student reach their education and/or personal goals.

6. Administration and Monitoring of the SALP

6.1. Administration of the SALP

The principal shall oversee the implementation of SALPs, ensuring compliance with applicable regulations and guidelines set forth by the Education Act of Ontario.

Regular documentation and record-keeping of SALP-related activities, including assessments, progress reports, and any modifications made to the plan, should be maintained by the principal or designated administrative staff.

6.2. Monitoring Requirements

Monthly monitoring of student progress and participation in SAL activities should be conducted by the Primary Contact person identified in the SALP. The Primary Contact shall document contact with the student, document progress towards the goals of the SALP, track achievement and make modifications to the SALP insofar as they do not substantially change the plan approved by the Committee.

The principal or designated staff member shall periodically review SALPs to assess their effectiveness in meeting the student's educational and personal goals at least once per semester.

6.3. Renewal of the SALP

Before the expiry of the plan, if in the opinion of the principal of the student's school it would be in the student's best interests to continue to participate in Supervised Alternative Learning, the principal shall submit a recommendation to the Committee to renew the plan (with the written consent of the parent/guardian of the student), or refer the student to the Committee.

Within 20 school days after the day the Committee receives a recommendation, the Committee shall renew the student's plan or renew the student's plan with specified modifications or require the principal to refer the student to the Committee.

The Committee may only renew the student's plan under this section in accordance with the following: for non-semestered schools, the plan may be renewed for a maximum of one school year in total; for semestered schools, the plan may be renewed for a maximum of one school year or two consecutive semesters in total.

6.4. The Enrolment Register

The principal shall ensure that all students participating in SAL are accurately reflected in the school's enrolment register.

- Enroll student in SAL in the Student Information System - SIS (e.g. Edsembli).
- Ensure that the student is enrolled in at least one credit.
- Terminate SAL when receiving Notice of Termination.

Documenting Attendance - The Primary Contact Person shall document a 'C-code' in the SIS at least once per month. The C-code signifies contact by the Primary Contact. For each credit enrolled - a G-Code must be assigned to the student each day the student is in SAL (reason = Supervised Alternative Learning).

Information pertaining to SAL participation, including start date, duration, and any modifications to the student's enrolment status, should be filed in the Ontario Student Record.

6.5. Termination of the SALP

A plan is terminated if any of the following circumstances exist:

The student provides the principal with a written statement that he or she wants to return to school and the student's primary contact person provides the principal with a written statement that the student is not complying with the plan and the principal determines, with the agreement of a Supervisory Officer qualified as such as a teacher, that termination is in the student's best interests.

The principal shall send written notice of the termination of a plan to the following: the student, the parent/guardian of the student, the Committee that approved the student's participation in Supervised Alternative Learning and any individual who is involved in the implementation of the student's plan.

6.6. Transition Plan

The principal shall ensure that a transition plan has been developed for helping a student whose Supervised Alternative Learning plan has expired or been terminated with the student's transition from Supervised Alternative Learning.

OpenAI's ChatGPT, response to 'various prompts to simplify cumbersome legal jargon from draft plans'. ChatGPT, OpenAI, February 20, 2024, <https://chat.openai.com>

DEFINITIONS:

Primary Contact - A person who works with the student to assist the Principal in monitoring the SALP. The Primary Contact may be a classroom teacher, Special Education Resource Teacher, Student Success Teacher, Guidance Counsellor, Vice-Principal or Principal.

REFERENCES:

- N/A

RESOURCES, APPENDICES AND FORMS:

- Appendix A - Supervised Alternative Learning Plan
- Appendix B - Supervised Alternative Learning Guide for Parents



HURON-PERTH CATHOLIC

District School Board

Supervised Alternative Learning Plan

School:		
Student Name:		
Address:		
Telephone:		
Date of Birth:		
Parent/Guardian Name:		
Address/phone number if different than Student's:		
Date of SAL Committee Meeting:		
SAL Renewal	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Outcome of SAL Committee Meeting:		
Names/ Titles/ Telephone Numbers of Those Consulted in Development of the SALP:		

Student Goals of the SALP	
Student's educational goal(s)	Methods to achieve educational goal(s) Ways in which student's progress will be monitored
<input type="checkbox"/> Earn credit(s) <input type="checkbox"/> Earn OSSC <input type="checkbox"/> Earn OSSD <input type="checkbox"/> Enter college/university <input type="checkbox"/> Enter apprenticeship/trades <input type="checkbox"/> Enter the workforce <input type="checkbox"/> Other (specify) _____ <input type="checkbox"/> Other (specify) _____ <input type="checkbox"/> Other (specify) _____	Specifics:
Student's personal goal(s)	Methods to achieve personal goal(s) Ways in which student's progress will be monitored
	Specifics:

Student Program	
<p>Courses</p> <ul style="list-style-type: none"> <input type="checkbox"/> credit <input type="checkbox"/> non-credit (e.g., life skills courses) 	<p>Details: <i>course codes; delivery format (e.g., part-time attendance at a regular school or in an alternative education program, cooperative education, e-learning, independent study); location</i></p>
<p>Skill acquisition</p> <ul style="list-style-type: none"> <input type="checkbox"/> volunteering <input type="checkbox"/> earning a certification or taking training for a specific job <input type="checkbox"/> developing job-search skills <input type="checkbox"/> developing Essential Skills and work habits and using the Ontario Skills Passport to track achievement <input type="checkbox"/> working part-time <input type="checkbox"/> working full-time 	<p>Details: <i>description of activities, student's schedule, location</i></p>
<ul style="list-style-type: none"> <input type="checkbox"/> counselling 	<p><i>Contact information:</i></p>
<ul style="list-style-type: none"> <input type="checkbox"/> other activities to enable the student to achieve his or her goals 	<p>Details: <i>description of activities, student's schedule, location</i></p>

Monitoring of the SALP Completion Date	
Primary Contact Person (Board Employee assigned to monitor progress of the SALP):	
Name:	
Telephone Number:	
Description of how the SALP will be monitored.	
Anticipated completion date of the SALP (Can be no later than June 30th of the year it was approved by the SAL Committee).	

Transition from the SALP	
Primary Contact Person (Board Employee assigned to monitor progress of the SALP):	
Name:	
Telephone Number:	
Description of how the measures to be put in place to transition the student from SAL to their next step.	

Signatures:

Principal / Date

I have been consulted in the creation of the Supervised Alternative Learning Plan.

Student / Date

I have been consulted in the creation of the Supervised Alternative Learning Plan.

Parent/Guardian / Date

File in Ontario Student Record, copy to the Parent/Guardian and student.



HURON-PERTH CATHOLIC

District School Board

Supervised Alternative Learning Guide for Parents*

What is Supervised Alternative Learning?

Supervised Alternative Learning is a personalized education program designed for students facing challenges attending regular school. It offers individualized plans to help students progress toward obtaining their Ontario secondary school diploma or achieving other educational and life goals.

Who Does it Apply to?

This program is for students who are at least 14 years old and of compulsory school age. Students who turn 18 while in the program can choose to continue until their plan ends or is terminated.

How Decisions Are Made

Decisions regarding the program are made based on the best interests of the student and their educational goals.

Referral Process

The principal may refer a student to a committee if they believe the program would benefit the student. Parents can also request their child's participation in the program. Referrals must be made within specific timelines.

Developing a Plan

Before referring a student, the principal will develop a plan with input from the student, parents, and relevant staff. The plan outlines the student's goals, activities, and how progress will be monitored.

Committee Meetings

The committee reviews referrals and makes decisions about participation in the program. Parents and students have the right to attend and be heard at these meetings.

Decision Communication

The committee communicates its decisions in writing to the student, parents, and principal. Information about reconsideration rights and next steps is provided.

Monitoring Progress

The primary contact person monitors the student's progress and communicates with them at least monthly. The principal also receives regular reports on the student's progress.

Modifying the Plan

Modifications to the plan can be made if necessary, with input from the student and parents. Significant changes require approval from the principal.

Plan Review and Renewal

The primary contact person provides reports on the student's progress before the plan expires. The principal may recommend plan renewal if beneficial for the student.

Termination and Transition

The plan may be terminated if the student wishes to return to regular school or if they are not complying with the plan. A transition plan is developed to support the student's return to regular schooling if needed.

Compassionate Grounds

In exceptional circumstances, students over 16 may be excused from full-time attendance for compassionate reasons, under specific conditions.

*Synopsis compiled with the assistance of Chat GPT 3.5

OpenAI's ChatGPT, Response to "Convert the following legislation (Education Act) into a format that would be easy for a parent to understand and for a school administrator to execute." ChatGPT, OpenAI, February 20, 2024, <https://chat.openai.com>

DRAFT



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: March 25, 2024
Submitted by: Chris N. Roehrig, Director of Education and Secretary

HEALTH AND SAFETY

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. Additionally, under the Occupational Health & Safety Act, it is a requirement for the Joint Health and Safety Committee (JHSC) to review the Health & Safety policy on an annual basis. The Health and Safety policy was last reviewed by the Board of Trustees on March 27, 2023.

DEVELOPMENT

The policy was reviewed by the Health and Safety Committee at its meeting held on January 10, 2024. No changes were recommended to the policy and is now presented for the consideration of the Board of Trustees.

The revised policy will be available for vetting and comment by the community in advance of the policy coming to the Board for approval in April.

RECOMMENDATION

THAT the Huron-Perth Catholic District School Board receives the Health and Safety policy for review.



HURON-PERTH CATHOLIC

District School Board

Health and Safety

Adopted:	February 23, 1998	Policy #:	P 3.1.1.
Revised:	March 27, 2023	Policy Category:	3.1. Plant/Facilities

BELIEF STATEMENT:

The Huron-Perth Catholic District School Board believes in ensuring both the physical and psychological health and safety of its employees through the promotion of safe work practices and procedures and maintaining a healthy and safe workplace.

The Huron-Perth Catholic District School Board shall foster a culture of health and safety as part of its commitment to its employees. This culture shall be included in decision-making processes, and highlighted in the organization's Vision, Mission and Values.

POLICY STATEMENT:

It is the policy of the Huron-Perth Catholic District School Board that it supports the operation of the Joint Health and Safety Committee in accordance with the JHSC Terms of Reference. The Internal Responsibility System within the HPCDSB acknowledges that everyone has "direct" responsibility for health and safety as an essential part of his or her job. The purpose of this policy and procedures is to promote a healthy and safe working environment for all employees that is consistent with the requirements of the Occupational Health and Safety Act and Regulations.

PROCEDURES:

Responsibility of Management:

HPCDSB Management are accountable for the health and safety of employees and are responsible to:

- Ensure that employees work in a manner and with protective devices, measures and procedures required by the Occupational Health and Safety Act and Regulations,
- Ensure that employees use or wear the equipment, protective devices or clothing that his/her employer requires to be used or worn,
- Advise the employee of the existence of any potential or actual hazards to the health or safety of the employee of which the supervisor is aware,
- Provide where prescribed (i.e., in a regulation under the OH&S Act), an employee with written instructions about measures and procedures to protect the employee,
- Take every precaution reasonable given the circumstances to protect the employee.

Responsibility of Employees:

Every employee must protect their own health and safety by:

- Working in compliance with the Occupational Health and Safety Act and its regulations,
- Working with safe work practices and procedures established by the HPCDSB,
- Reporting unsafe conditions and practices immediately,
- Utilizing appropriate personal protective equipment.

REFERENCES:

Occupational Health and Safety Act and Regulations



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: March 25, 2024
Submitted by: Chris N. Roehrig, Director of Education and Secretary

HARASSMENT

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. Additionally, under the Occupational Health & Safety Act, it is a requirement for the Joint Health and Safety Committee (JHSC) to review the Harassment policy on an annual basis. The Harassment policy was last reviewed by the Board of Trustees on March 27, 2023.

DEVELOPMENT

The policy was reviewed by the Health and Safety Committee at its meeting held on January 10, 2024, and again on February 21, 2024. No changes were recommended to the policy. The reference section was updated to reflect current information and is now presented for the consideration of the Board of Trustees.

The revised policy will be available for vetting and comment by the community in advance of the policy coming to the Board for approval in April.

RECOMMENDATION

THAT the Huron-Perth Catholic District School Board receives the Harassment policy for review.



HURON-PERTH CATHOLIC

District School Board

Harassment

Adopted:	August 24, 1998	Policy #:	P 3.4.12.
Revised:	March 27, 2023	Policy Category:	3.4. Human Resources

BELIEF STATEMENT:

The Huron-Perth Catholic District School Board believes that all of its employees should work and learn in a respectful, non-threatening environment that is free of harassment in all of its forms and from all sources. The Board recognizes that the inherent right of all individuals to be treated with dignity and respect is central to Catholic values and beliefs and supports a safe and nurturing environment for all staff and students.

POLICY STATEMENT:

It is the policy of the Huron-Perth Catholic District School Board that it provide and maintain a working and learning environment free from harassment, in accordance with the Ontario Human Rights Code and the Occupational Health and Safety Act. In order to protect its employees, the Board has established the following procedures.

PROCEDURE:

All employees, students, their parents/guardians, volunteers, trustees, visitors, teacher candidates, permit holders, contractors as well as any other third party shall have the right to work, visit and/or study in an environment free from harassment. The working and learning environment is any place where the above-named persons are engaged in any school-related activities or in the performance of any work or work-related duties or functions. Schools and school-related activities, such as extracurricular activities and excursions comprise this environment, as do Board offices and facilities. Conferences and training sessions fall within the scope of this policy directive as well. The Board shall make every reasonable effort to provide a workplace free from harassment when persons other than students and employees are found to have violated this policy.

Whatever form it takes, harassment, workplace harassment, and workplace sexual harassment is a disruptive element that undermines the integrity of the work/study relationship and threatens the well-being, dignity, self-esteem and performance of the individual. Harassment includes, but is not limited to sexual, racial and personal attacks.

Harassment does not include reasonable action or conduct by an employer, manager or supervisor that is part of his or her normal work function. Harassment does not include reasonable action or conduct by a union representative that comprises part of his or her functions on behalf of the union.

In addition, because the Board is entrusted with the nurturing and education of students, it is important that all employees and volunteers provide positive role models for all students in their care. Harassment will not be tolerated and employees who have been found to have violated

this policy will be disciplined, up to and including termination of employment. The Board's progressive discipline procedure for employees will be applied in cases of harassment. For all persons, workplace harassment may also lead to the individual being removed from the Board's premises and/or civil or criminal liability.

Where a student is allegedly harassed by an adult, the Principal should alert the police and the appropriate Children's Aid Society if the student is under sixteen years of age, and the parents if the student is under eighteen years of age. Where a victim is allegedly harassed by a student, Board Policy 3D:7 Safe Schools will be followed. Students who have been found to have violated this policy will be disciplined up to and including expulsion in accordance with Board Policy 3D:10 Progressive Discipline and Student Conduct.

Harassment must not be confused with assault. Allegations of assault should be dealt with under Board Policy 3A:20 – Assault Against Or By Staff member and Board Policy 3A:23 Violence in the Workplace.

In all cases, supervisory and managerial personnel have a duty to respond to and take action to resolve any alleged or suspected situations involving harassment.

Training: The Board shall provide its workers with information and instruction that is appropriate for the worker on the contents of the workplace harassment policy and program.

No Reprisals: Reprisals and any negative consequences will not be condoned because a person has acted in good faith in accordance with this policy.

Posting of Policy: The Board's Harassment Policy shall be posted in a conspicuous place in all schools and in the Board Office.

Review of Policy: The Board's Harassment Policy shall be reviewed as necessary, but at least annually.

The complaint procedure, as follows, will be the acceptable procedure. The purpose of this procedure is to secure a resolution as expeditiously as possible. This policy does not preclude the complainant's right under the Ontario Human Rights Code or his/her applicable Collective Agreement to decide how to deal with a harassment incident or to report the incident(s) to the police.

STEP I - INFORMAL COMPLAINT

- a) Directly, firmly and specifically explain to the other party why you believe you are being harassed.
- b) Request the behaviour cease in a written document to the other party.
- c) If the behaviour does not stop, continue to Step II (Consult an Advisor) or Step III (Formal Complaint) of this procedure.

STEP II - CONSULT AN ADVISOR (optional)

Should the unwelcome behaviour continue and you wish to proceed informally, without a formal written complaint as in Step III, contact one of the following people for advice.

*Your Supervisor; or
Your Association or Union Representative*

The advisor may suggest alternate informal approaches in dealing with the specific situation.

STEP III - FORMAL COMPLAINT

- a) File a written complaint with the Executive Manager of Employee Relations, an advisor as listed in Step II, the Director of Education, or the Chair of the Board of Trustees, identifying the nature of the complaint. Send a copy of this complaint to the other party at the same time. Where applicable, the Executive Manager of Employee Relations (or designate) shall forward a copy to the appropriate Bargaining Unit President.
- b) A meeting must be initiated with the complainant and the accused individually within 5 working days of the filing of the written complaint. Each person shall have the right to request that a friend, association or union representative, or other spokesperson be present during the meeting.
- c) The Executive Manager of Employee Relations (or designate) shall investigate the allegations, and conduct interviews with all relevant witnesses. Everyone is expected to participate fully, and in good faith, in the investigation process. The individual named as the respondent in the complaint has the right to know who the complainant is and what the allegations are. Should the investigation substantiate the complaint, then appropriate corrective action will be taken.
- d) If appropriate, a joint meeting will be arranged with a view to a mutually acceptable solution being found. Each person shall have the right to request that a friend, association or union representative, or other spokesperson be present during this joint meeting.
- e) The Executive Manager of Employee Relations (or designate) shall relay the resolution to both parties in writing.
- f) If either party disagrees with the resolution of the Executive Manager of Employee Relations (or designate), further investigation may be necessary and that party may proceed to Step IV of these procedures.
- g) If there is a resolution to the satisfaction of both parties at this stage, the decision shall be filed in a separate confidential file in the Human Resources department. The record may be destroyed, on request, after it has been on file for two years without another incident. Subject to applicable Collective Agreements, only the Executive Manager of Employee Relations and the party or parties to the complaint shall have access to the file, unless otherwise required by law.

STEP IV - FORMAL COMPLAINT

- a) If a mutually acceptable solution has not been found, either the complainant or respondent may request in writing a meeting with the Director of Education after 10 working days from the receipt of the written resolution of the Executive Manager of Employee Relations (or designate).
- b) If appropriate, a joint meeting will be arranged with a view to a mutually acceptable solution being found. Each person shall have the right to request that a friend, association or union representative, or other spokesperson be present during the joint meeting.

- c) Further investigation may be necessary. Interviews with relevant witnesses, if appropriate, will be conducted by the Executive Manager of Employee Relations (or designate). Everyone is expected to participate fully, and in good faith, in the investigation process. The individual named as the respondent in the complaint has the right to know who the complainant is and what the allegations are. Should the investigation substantiate the complaint, then appropriate corrective action will be taken.
- d) The Director of Education shall relay the resolution to both parties in writing.
- e) If there is a resolution to the satisfaction of both parties at this stage, the decision shall be filed in a separate confidential file in the Human Resources department. The record may be destroyed, on request, after it has been on file for two years without another incident. Subject to the applicable Collective Agreements, only the Director of Education, Executive Manager of Employee Relations and the party or parties to the complaint shall have access to the file, unless otherwise required by law.
- f) If either party disagrees with the resolution of the Director of Education, that party has the option of seeking redress through the Ontario Human Rights Tribunal or any other process that they deem advisable.

DEFINITIONS:

Harassment - any comment, suggestion, gesture or physical contact that creates an uncomfortable environment for the recipient and is known or ought reasonably to be known to be unwelcome.

Workplace harassment - (a) engaging in a course of vexatious comment or conduct against a worker in a workplace that is known or ought reasonably to be known to be unwelcome, or (b) workplace sexual harassment.”

Workplace sexual harassment - (a) engaging in a course of vexatious comment or conduct against a worker in a workplace because of sex, sexual orientation, gender identity or gender expression, where the course of comment or conduct is known or ought reasonably to be known to be unwelcome, or (b) making a sexual solicitation or advance where the person making the solicitation or advance is in a position to confer, grant or deny a benefit or advancement to the worker and the person knows or ought reasonably to know that the solicitation or advance is unwelcome.

Assault - an act of intentional force applied to an individual; where one attempts or threatens by an act or gesture to apply force to another person; or causes the other person to believe upon reasonable grounds that the person issuing the threat has the ability to affect his/her purpose.

REFERENCES:

1. Board Policy ~~3A:20~~ – Assault Against Or By Staff Member
2. Board Policy ~~3A:23~~ - Violence in the Workplace
3. ~~Board Policy - Safe Schools~~
- 4.3. Board Policy **Student Behaviour, Discipline and Safety** ~~3D:10 Progressive Discipline and Student Conduct.~~
- 5.4. The Ontario Human Rights Code
- 6.5. The Occupational Health & Safety Act - Bill 168



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: March 25, 2024
Submitted by: Chris N. Roehrig, Director of Education and Secretary

VIOLENCE IN THE WORKPLACE

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. Additionally, under the Occupational Health & Safety Act, it is a requirement for the Joint Health and Safety Committee (JHSC) to review the Violence in the Workplace policy on an annual basis. The Violence in the Workplace policy was last reviewed by the Board of Trustees on March 27, 2023.

DEVELOPMENT

The policy was reviewed by the Health and Safety Committee at its meeting held on January 10, 2024, and again on February 21, 2024. No changes were recommended to the policy and is now presented for the consideration of the Board of Trustees.

The revised policy will be available for vetting and comment by the community in advance of the policy coming to the Board for approval in April.

RECOMMENDATION

THAT the Huron-Perth Catholic District School Board receives the Violence in the Workplace policy for review.



HURON-PERTH CATHOLIC

District School Board

Violence in the Workplace

Adopted:	June 21, 2010	Policy #:	P 3.4.16.
Revised:	March 27, 2023	Policy Category:	3.4. Human Resources

BELIEF STATEMENT:

The Huron-Perth Catholic District School Board believes in the prevention of workplace violence and promotes a violence-free workplace in which all people respect one another and work together to achieve common goals. The Board recognizes that the inherent right of all individuals to be treated with dignity and respect is central to Catholic values and beliefs, and supports a safe and nurturing environment for staff and students.

POLICY STATEMENT:

It is the policy of the Huron-Perth Catholic District School Board that it be committed to protecting employees from workplace violence from all sources. Any act of workplace violence is unacceptable. Workplace violence in any form erodes the mutual trust and confidence that is essential to the well-being of our staff. The Board is committed to addressing any form of workplace violence or threat of violence reported. The following procedures are in place to ensure this policy can be implemented.

PROCEDURE:

1. **Application:** This procedure applies to all members of the Board community, including but not limited to trustees, students, employees, visitors such as parents and community members, volunteers, permit holders, contractors and employees of other organizations who work on or are invited onto Board property.
2. **Risk Assessment:** To enhance employee safety, the Board will perform a Risk Assessment respecting the potential for violent incidents in all of the Board's schools and facilities and during employment-related events and activities. The results of the Risk Assessment will be shared with the Joint Health and Safety Committee.
3. **Based upon the Risk Assessment,** the Board will develop any additional preventive measures as identified or as needed to decrease the risk of workplace violence in keeping with its duties and responsibilities under the Occupational Health and Safety Act, Education Act and Regulations. The risks of workplace violence will be re-assessed as often as necessary, but at least annually, to ensure that the policy and program continue to protect workers from workplace violence.

Domestic violence occurring in the workplace is recognized by the Occupational Health and Safety Act as workplace violence. Unlike many risks which may lead themselves to regular and ongoing assessment, the risk of domestic violence taking place in the workplace is much more variable and less easily anticipated although nonetheless real. The Occupational Health and Safety Act does not require an assessment of the risks of domestic violence becoming workplace violence. However, the Huron-Perth Catholic

District School Board is committed to educating workers regarding domestic violence and to take every reasonable precaution to protect workers from domestic violence that is likely to expose workers to physical injury in the workplace.

4. Responsibilities: As an employer, the Board is responsible for the health and safety of its employees. Under the Occupational Health and Safety Act, the Board is required to take every precaution reasonable in the circumstances for the protection of workers (section 25 (2) (h) of OHSA).

Managers and supervisors, as defined by the OHSA, are also required to take every precaution reasonable in the circumstances for the protection of workers (section 27 (2) (c) of OHSA). Associated with this duty, supervisors are also required to advise workers of the existence of work-related hazards which include potentially violent workplace circumstances (section 27 (2) (a) of OHSA).

In association with the duties of the employer and of supervisors, employees also have duties prescribed by OHSA.

Workers must act in compliance with the Act and regulations and importantly are required to report to his or her employer or supervisor of the existence of any hazard/potentially violent circumstances of which he or she knows (section 28 (1) (d) of OHSA). This includes circumstances in a worker's personal life, such as domestic violence, that would likely expose a worker or his or her co-workers to physical injury in the workplace.

The legislation requires everyone in the workplace to act cooperatively together in dealing with any circumstances which pose unacceptable risks in the context of the duties and responsibilities of the Board, Teachers, Vice-Principals, Principals and Supervisory Officers under the Occupational Health and Safety Act, Education Act and Regulations.

5. Reporting Incidents: As a part of the IRS (Internal Responsibility System), the Occupational Health and Safety Branch of the Ministry of Labour (MOL) requires that individuals engaging in unsafe activity be held accountable for their actions. This, together with safe schools legislation, means that violent and potentially violent activity will be investigated by the Board and will be acted upon in a manner that protects members of the school community in the workplace.

Violent behaviour and behaviour which increases the risk of violence in the workplace will not be tolerated. The Board's progressive discipline procedure for employees may be applied in cases of unsafe behaviour and where the behaviour is as described in the definition of "workplace violence" above. Workplace violence may also lead to the individual being removed from the Board's premises.

The Board's violence prevention program includes the following:

- i. To the extent legally possible, reports of workplace violence or of potentially violent behaviour will be held in confidence.
- ii. Under this policy, persons are required and encouraged to report an act of violence. Reprisals and any negative consequences will not be condoned because a person has acted in accordance with this policy.
- iii. Reports shall be made to a person's immediate supervisor. In schools, this means to the Principal or Vice-Principal.
- iv. Management is obliged to investigate the report. In most cases the investigation will be done by the immediate supervisor.

- v. The results of the investigation will be communicated to the person who reported the circumstances and to others who reasonably ought to be informed of the result, or as otherwise required by law.
- vi. The Board will provide such medical and counselling support as necessary in the circumstances, consistent with programs described in collective agreements or by Board policy applicable to non-unionized staff.
- vii. In conjunction with any discipline that may be imposed, the Board may reassign staff or students during or after the Board's investigation as reasonable in the circumstances.
- viii. Staff will receive training appropriate to the tasks they perform to deal with violent acts and the potential for violent acts, including the measures and procedures for summoning immediate assistance when workplace violence occurs or is likely to occur.
- ix. The Board will report any incident of workplace violence to the Joint Health and Safety Committee where a worker is disabled from their regular duties and/or requires medical attention as a result of workplace violence within four days of its occurrence.
- x. The Board will report any incident of workplace violence to the Ministry of Labour where a person is killed or critically injured. The report will be made immediately by telephone and will be followed in writing within 48 hours of the workplace incident.

This Policy is to be interpreted and applied in conjunction with other Board policies having to do with employee behaviour, progressive discipline, conflict prevention and resolution and school safety.

Threatening, violent or harassing student misconduct is dealt with by the Safe Schools provision of the Education Act. Bill 168 covers harassment and risks of workplace violence that may arise because of student behaviours. This Policy, therefore, applies in appropriate circumstances.

- 6. Training: The Board and the site supervisor shall ensure that all employees in the workplace have received the Board Policy and procedures on Workplace Violence.

The Board and site supervisor shall ensure that, based on the level of risk to which individual employees are exposed, the employees have qualifications, experience and training to minimize the risk of workplace violence. Intensity and type of training will vary according to the risk level for workers as identified in the assessment(s).

- 7. Posting of Policy: The Board's Violence in the Workplace Policy shall be posted in a conspicuous place in all schools and the Board Office.
- 8. Review of Policy: The Board's Violence in the Workplace Policy shall be reviewed as necessary, but at least annually.

DEFINITIONS:

Workplace - The workplace is any place where work activities occur while on Board business, or workplace social event.

Workplace Violence - The Occupational Health and Safety Act workplace violence definition is:

- a) the exercise of physical force by a person against a worker in a workplace that causes or could cause physical injury to the worker
- b) an attempt to exercise physical force against a worker, in a workplace, that could cause physical injury to the worker

- c) a statement or behaviour that is reasonable for a worker to interpret as a threat to exercise physical force against the worker, in a workplace, that would cause physical injury to the worker

REFERENCES:

The Occupational Health & Safety Act - Bill 168



REPORT TO THE HURON-PERTH CATHOLIC DISTRICT SCHOOL BOARD

Prepared by: Chris N. Roehrig, Director of Education and Secretary
Presented to: The Huron-Perth Catholic District School Board
Date: March 25, 2024
Submitted by: Chris N. Roehrig, Director of Education and Secretary

DIRECTOR OF EDUCATION PERFORMANCE APPRAISAL

Public Session

BACKGROUND

The Director of Education Performance Appraisal (DOEPA) policy was passed by the Board in May of 2021 after several months of deliberations by the ad hoc committee. In the Fall of 2023, the Government introduced an omnibus bill (Bill 98) that included directions to school boards with respect to the Director of Education performance appraisal. O. Reg 83/24 came into force on March 4, 2024.

DEVELOPMENTS

The regulation for Director of Education Performance Appraisal supersedes Board policy on the matter. As the new regulation is sufficiently detailed with respect to the process and takes effect immediately, the Board will need to rescind its current policy. In the upcoming weeks and months, staff expect a boilerplate policy to be distributed to boards for local use should boards wish to create a new policy. Notwithstanding the following are some key dates from the regulation for the Board to contemplate:

Action	Date
Rescind current policy.	March 2024
Board to appoint committee (with at least three members chair to be appointed from among the committee members).	April 2024
Committee to develop a performance plan (Committee Chair, Director, at least one other member of the committee).	July 31, 2024
Performance appraisal cycle commences.	July 1, 2024
Committee receives a performance plan from the committee Chair.	August 15, 2024
Chair of the Board sends an attestation letter and ensures website compliance.	August 15, 2024
Feedback solicited from all trustees with respect to the Director's progress.	January 11, 2025
Feedback due date.	January 21, 2025

Committee Chair and at least one other committee member meet with the Director to review the feedback.	January 31, 2025
Community 360 degree feedback commences (conducted by 3rd party).	April 30, 2025
Committee report from community feedback to the Director.	May 15, 2025
Director to provide feedback to the performance plan.	June 10, 2025
The Committee Chair presents a final report to the Director and the Board.	June 20, 2025
Final feedback from Board to committee on performance plan.	June 30, 2025

RECOMMENDATION

THAT the Huron-Perth Catholic District School Board rescinds the Director of Education Performance Appraisal policy.



HURON-PERTH CATHOLIC

District School Board

Director of Education Performance Appraisal

Adopted:	May 25, 2021	Policy #:	P 1.1.5.
Revised:		Policy Category:	1.0. Board Governance

POLICY STATEMENT:

The Huron-Perth Catholic District School Board believes that the performance appraisal process is intended to promote respectful and constructive dialogue between the Board and the Director of Education to ensure public confidence, accountability and promote professional growth of the Director of Education. The performance appraisal of the Director of Education is consistent with the mutual understanding of the performance outcomes expected of the Director and are grounded in the job descriptions of the Director and in his/her role in implementing the multi-year strategic plan. The Catholic leadership provided by the Director of Education is of paramount importance to the success of our Catholic School system, benefitting students based on faith development, improving student achievement and well-being. The Board believes that a trusting, mutually respectful and cooperative relationship between the Board and the Director and a mutual understanding of their distinct roles leads to effective governance.

It is the policy of the Board to conduct an annual performance appraisal (unless otherwise directed by the Board) of the Director of Education in meeting his/her duties under the Education Act, Board Policy, the Board's multi-year strategic plan and any other duties assigned by the Board. The performance appraisal process shall be consistent with the mission and beliefs of the Board.

PROCEDURES:

1. Director of Education Growth Plan - August

The Director of Education will present a draft set of goals to the Board of Trustees relative to the Board's Strategic Plan or other priorities determined in consultation with the Board along with leadership best practices and performance indicators (Appendix A - Sample). Goal setting will endeavour to result in a few goals with a narrow focus. The approved goals will form the basis of a growth plan (Appendix B) that will form the foundation of the appraisal.

2. Director of Education Growth Plan - October/November

The Director of Education will present a growth plan (Appendix B) that reflects the agreed upon goals established in Section 1.0 in conjunction with the previous year's student achievement results.

3. Mid-Year Check-In with the Board of Trustees - February

The Director of Education will provide the Board with an update on the progress of the growth plan (Appendix C). The Board is encouraged to provide feedback to the Director on progress towards the approved goals of the plan.

4. Director of Education Evaluation by Board of Trustees - May

Each Trustee of the Board and the Director of Education shall complete the Trustee Performance Appraisal Evaluation/ Director of Education Self-Assessment Form (Appendix D) that shall be directly related to the Director of Education's Growth Plan (Appendix B). The Chair and the Vice-Chair of the Board will collect all of the completed evaluations. The Chair and the Vice-Chair of the Board will compose a summary of the evaluations on behalf of the Board. The draft summary will be shared with each Board member for feedback prior to the completion of the final draft.

5. Chair's Report to the Director and the Board - June

The Chair will present the final report to the Director of Education. The Director of Education will be encouraged to respond to the evaluation. The Chair of the Board will include the Director's remarks as part of the final report to be included in the Director of Education's personnel file. The final report will make specific reference as to whether or not the appraisal is successful or not.

In the instance of a successful appraisal, the Board will determine if another performance review shall be conducted in the following year and promptly notify the Director of their decision.

If the appraisal is unsuccessful, the Board will require an improvement plan and will monitor the progress of the plan over the next 12 months (Appendix E).

Timelines for an Unsuccessful Appraisal

Step One - Board collaborates with the Director about an improvement plan (within 15 days of the Director's receipt of the unsuccessful appraisal decision).

Step Two - Director submits improvement plan to the Board for feedback and approval (August).

Step Three – Director provides two updates to the Board relative to the progress in relation to the improvement plan (October/November and February).

Step Four – The Chair and Vice-Chair will gather input from the Board and compose a written report (May). The Chair will present a formal written report to the Director based on the feedback of the trustees and the input of the Director of Education (June). Should the appraisal be successful the Board will determine whether the Director re-enters the appraisal cycle as per the policy of the Board. Should the Director's appraisal be unsuccessful they will meet to discuss next steps and notify the Director of Education within 15 days of their decision.

* All Meetings between the Board and Director shall be conducted in a closed session whereby the members of the Board and Director of Education shall attend.

** Timelines for the performance appraisal process are outlined in Appendix F.

DEFINITIONS:

- N/A

REFERENCES:

- N/A

RESOURCES, APPENDICES AND FORMS:

- Appendix A - Board and Director Goal Setting Framework
- Appendix B - Director of Education Growth Plan
- Appendix C - Director of Education Progress Report to the Board
- Appendix D - Trustee Performance Appraisal Evaluation/Director of Education Self-Assessment Form
- Appendix E - Director of Education Performance Improvement Plan
- Appendix F - Director of Education Performance Appraisal Pathway



Prepared by: Karen Tigani, Superintendent of Education
Presented to: The Huron-Perth Catholic District School Board
Date: March 25, 2024
Submitted by: Chris N. Roehrig, Director of Education and Secretary

MATH ACHIEVEMENT ACTION PLAN UPDATE

Public Session

BACKGROUND

The Huron-Perth Catholic District School Board developed a Math Achievement Action Plan (MAAP) as required by the Ministry of Education. The MAAP aligns with the Ministry of Education's "taking action in mathematics" initiative which requires boards to develop and support a plan to improve student achievement in mathematics. This is taking place across all schools and districts in Ontario. The Ministry of Education designated some schools "priority schools" based on 2022 EQAO achievement results in Grades 3 and 6. Our Board has one priority school: Holy Name of Mary in St Marys. The Ministry of Education's math leadership team provides our board Math Team with regular check-ins, professional coaching support, quality resources and is connecting math leads from across the province through a variety of ongoing professional learning sessions.

DEVELOPMENTS

Our Math Team consists of the Superintendent of Education (Karen Tigani), Math Learning Coordinators in elementary (Christine Dale) and secondary (Paul D'Hondt) and our Math Facilitators (Hailey Cook and Brittany Flanagan). The Math Facilitators and Math Learning Coordinators have been providing ongoing support to teachers and principals in keeping with the Board's strategic plan and the Math Achievement Action Plan. There is targeted support for Holy Name of Mary School in keeping with the direction of the Ministry of Education. The support provided in schools includes co-planning opportunities, classroom level math coaching, small group conversations and reflections, participation in the Ministry of Education's math team webinars, support with our core resources including MathUp and Knowledgehook and implementation of an intervention tool (Do the Math) in select schools.

Following the March Break, members of the Math Team began a focused Grade 3 and Grade 6 initiative designed to support students and teachers as they prepare for the EQAO Math assessments in May. Each Math Facilitator is connected to a family of schools where they will partner with the Grade 3 and Grade 6 teachers to ensure students are well prepared to do the EQAO tests.

Math Achievement Action Plan (MAAP)

The MAAP is a targeted yet flexible plan for all schools in the district that we continue to develop and refine, based on student learning needs and teaching professional learning needs. It is considered a living document and one that is informed by student achievement data and ongoing reflection by teachers, principals and members of the Math Team on identified key performance indicators.

The Ministry of Education provided school boards with 3 priority actions; in light of these, we selected a strategy for each priority action area, with identified actions that we take at the board, school and classroom levels to achieve our goal of improved student achievement.

In addition to the plan for the entire district, we are providing more intensive support for improvement at our priority school through dedicated Math Facilitator support (minimum 20%) and ongoing professional learning and collaboration for the school principal and teachers facilitated by members of the Math Team. Lessons learned and effective strategies utilized at this school will be shared and implemented across the district in all schools, to enhance district-wide practices as well as success rates for all learners.

The Math Achievement Action Plan includes the following areas of focus:

- Curriculum Fidelity
- Math Content Knowledge for Teaching
- Knowing Your Student
- Measurable Results: Improvements in Math Achievement

We have continually reflected on these actions and strategies and in a couple of cases, an alternate strategy was chosen and/or modifications to our plans have been added, in response to what the needs of students and staff are in classrooms, schools and across the district. We have noted progress below each priority to indicate where changes or significant reflection have occurred so far this year.

Currently, the Math Priority Actions in our district are as follows:

PRIORITY 1: Ensuring fidelity of curriculum implementation and use of instructional and assessment practices with a proven track record of enhancing student achievement.

- Board: Provide guidelines, resources and supports for mathematics curriculum-aligned long-range plans, unit plans, and lesson plans.
- School: Directly connect long-range plans, course outlines, lesson plans, and reporting to current curriculum expectations (e.g., educators consult the Curriculum and Resources website regularly to ensure alignment).
- Classroom: Connect instruction and assessment to curriculum expectations and long-term essential mathematical understandings using developmental continuums.

Progress: For the board level goal, the Math Team has provided teachers with long range plans and curriculum continua based on our supported resources. We changed the classroom level goal to align with this work and are implementing a Number Talks continuum. Teachers provide an operational prompt (i.e. addition, subtraction, multiplication, division) and facilitates students as they share their solutions and strategies orally. The teacher annotates student thinking on the board to make the thinking of students explicit and visible to all. We know that Number Talks support both students' and teachers' understanding of the math fact and operations curriculum expectations. This work will inform our collective understanding of scope and sequence in Number. Having a strong sense of Number is a key building block for success in all mathematics.

PRIORITY 2: Engaging in ongoing learning to strengthen mathematics content knowledge for teaching.

- Board: Prioritize mathematics content knowledge for teaching in professional learning opportunities and in allocation of resources, including staffing.

- School: Collaborate with Board Math Lead to identify school/ division/ grade mathematics content knowledge focus areas, including planning and monitoring associated professional learning.
- Classroom: Access resources (e.g., teacher supports on the Curriculum and Resources website), experts (e.g., curriculum consultant, school math facilitator), and professional learning to continuously develop content knowledge for teaching.

Progress: For the board level goal, the Math Team has provided each Grade 3 - 8 teacher of Math with release time to watch a video that develops their own content knowledge for teaching Math. For the school and classroom level goals, the Math Team continues to work with principals and teachers to identify the necessary math content knowledge based on student learning needs. When a specific student learning need is identified, our Math Facilitators work with the classroom teachers to assist them with matching resources, strategies and small group composition to maximize effectiveness. In preparation for the upcoming April 8th PD Day, we are preparing an hour and a half workshop for teachers designed to reinforce mathematics content knowledge with a specific focus on the importance of developing conceptual understanding in students in order to set them up for success and confidence in mathematics for their lifetime. We will stress examples of how math concepts are connected so that students can see these and use this knowledge to solve problems as the curriculum becomes more complex.

PRIORITY 3: Knowing the mathematics learner, and ensuring mathematical tasks, interventions and supports are relevant and responsive.

- Board: Build capacity in data analysis resources to understand mathematics achievement from a variety of sources, including alignment between EQAO, report cards, and locally-developed assessment tools/ tasks.
- School: Develop processes to identify and monitor achievement of students achieving below Level 2 in mathematics and provide ongoing support so that students can access grade-level curriculum.
- Classroom: Adapt lesson planning in response to data collected from multiple, frequent assessment opportunities (e.g., interviews, conversations, student agendas, exit tickets, portfolios, surveys).

Progress: For the board and school level goal, we have worked with our principals to support their understanding of how to use student data from Knowledgehook to inform their school improvement plans. We changed the school level goal to align with the work happening in classrooms. The Math Team continues to work with both students and teachers in response to data collected. We continue to support tier two interventions in our identified schools using Do the Math, a manipulative and game-based program for students struggling with addition, subtraction, multiplication, division, and fractions. We have observed and received feedback from teachers who use Do the Math that they appreciate the explicit nature of the resource and the manner in which it is laid out. It supports the strategic development of numerical reasoning and provides teachers and students with a structured approach to strategies.

RECOMMENDATION

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



REPORT TO THE HURON-PERTH CATHOLIC DISTRICT SCHOOL BOARD

Prepared by: Mya Moore – St. Michael CSS, Stratford
Keirsten Ryan – St. Anne's CSS, Clinton
Presented to: The Huron-Perth Catholic District School Board
Date: March 25, 2024
Submitted by: Chris N. Roehrig, 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

- Homeroom classes were challenged by our chaplain Natalie to partake in a Lenten photo challenge. Each week teachers had a different theme to focus on; prayer, repentance, fasting, and almsgiving. Teachers were encouraged to discuss the theme with their homeroom and submit photos of the theme in action in their classrooms.
- Sacrament of Reconciliation was celebrated as a school on Feb. 27

St. Anne's CSS

- Sacrament of Reconciliation was held on March 7
- We had two students attend the Diocese of London Listening Session for Youth for feedback to be used in the Pastoral Planning for the Diocese
- Period two monthly Mass was held in the Chapel on March 7

Academic Events/Accomplishments

St. Michael CSS

- Students in grade 10 have been preparing for the upcoming OSSLT that will be written on April 17th
- SHSM students had many opportunities for certifications, such as; ethical considerations, elevated work platform, pesticide certification, and livestock production
- Interim reports went home on March 22
- Students participated in an Electrical Bootcamp at St. Annes on Feb. 28
- On Feb. 28th, students from grades 9 - 11 participated in a math contest

St. Anne's CSS

- SHSM Electrical Boot Camp was held for St. Michael CSS and St. Anne's CSS students on February 28
- OSSLT literacy blitz round 2 began on March 5

- Interim reports went home on March 25

Athletics/Arts Events/Accomplishments

St. Michael CSS

- The Jr. and Sr. badminton teams played in their first tournament on March 5th and 6th
- The Concert Band attended a workshop at St. Anne's CSS on March 6
- Students in the band had an opportunity to participate in a workshop with Johnathan Wong on Feb. 28 and a tuba workshop on Feb. 29
- Semi-formal was held on March 7. The theme was "Let it Glow".
- A group of students participated in the Spain trip from March 8th - 15th
- St. Michael hosted the Perth Elementary Basketball Tournament on March 19th
- Students will be participating in the NTS Drama Festival in Blythn from March 21 - 23

St. Anne's CSS

- A band workshop was held at St. Anne's CSS for both secondary schools on March 6
- Bree Anderson was recognized as our athlete of the week as a crucial part of our varsity girls hockey team, scoring a game-tying goal on a sharp angle against St. Michael CSS
- Approximately 40 students participated in the France and Italy trip from March 7- 16
- Badminton teams for both senior and junior are being made
- Rugby training has commenced
- Junior boys hockey tryouts
- ARC LUSO video for anti-racism has gone finals
- Concert Band has had preliminary workshops on February 28
- St. Anne's CSS hosted elementary school basketball on March 19

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: March 25, 2024
Submitted by: Chris N. Roehrig, Director of Education and Secretary

2024-2025 BUDGET GOALS

Public Session

BACKGROUND

During the 2024-25 school year, the Board will be in the first year of the next Strategic Plan. The Strategic Plan will be built upon the following two goals:

- Catholic Faith Formation
- World-Class Levels of Student Achievement

Furthermore, the Board's spiritual theme will be: *On Fire with the Spirit (Awaken - Illuminate - Rejoice)*

DEVELOPMENT

The continued focus for the 2024-25 school year at Huron-Perth Catholic District School Board is Catholic faith development, meeting students' needs and improving student achievement.

Budget goals will be driven by strategic plan goals, and will create the environment for success for all our students and staff:

- Catholic faith development of staff and students;
 - Develop and implement comprehensive programs and experiences to strengthen Catholic faith formation among students and staff; ensuring a deep understanding of Catholic teachings and values.
- Continue student-centered learning focusing on mathematics and literacy;
 - Implement rigorous academic standards through teaching and learning best practices to elevate student achievement to world-class levels.

RECOMMENDATION

THAT the Huron-Perth Catholic District School Board approves the 2024-2025 budget goals:

1. Catholic faith development of staff and students.
2. Student-centered learning focusing on mathematics and literacy.



REPORT TO THE HURON-PERTH CATHOLIC DISTRICT SCHOOL BOARD

Prepared by: Mary-Ellen Ducharme, Superintendent of Business and Treasurer
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BILL 124 REMEDY

Public Session

BACKGROUND

There has been a Memorandum of Settlements (MOS) reached between various education sector unions (ETFO Teachers, ETFO Education Workers, OSSTF Teachers, OSSTF Education Workers and CUPE), and the Crown regarding the Protecting a Sustainable Public Sector for Future Generations Act, 2019 (Bill 124). In respect of the Bill 124 remedy for Ontario English Catholic Teachers' Association (OECTA), this matter is being addressed through the renewal collective agreement negotiations process.

DEVELOPMENT

Ministry Memo 2024:B02 Monetary Resolution to Bill 124 provided School Boards information to support in the administration of the MOS payments within the timeline agreed for CUPE. The MOS included the following increases to all compensation amounts, in addition to the original 1% increase applied during the 2019-22 collective agreements:

- a) September 1, 2019: 0.75%
- b) September 1, 2020: 0.75%
- c) September 1, 2021: 2.75%

The increases to be compounded annually. For the Board, the result is a per hour increase in the September 2023 rates ranging from approximately \$0.72/hour to \$1.24/hour depending on job classification and position on the grid. The Board is required to calculate the retroactive amount for each eligible employee and provide payment within 120 days of the release of the arbitration decision, which is no later than June 8, 2024.

Funding will be provided through the Grants for Student Needs (GSN). The Ministry will update the funded salary and benefits benchmarks in the GSN regulations (excluding supervisory officers, directors, and Principals and Vice-Principals) for the 2019-20 through to 2021-22 school years. These updated benchmarks will provide the incremental funding to school boards. The non-union, non-executive group is traditionally afforded the salary benchmark increases similar to the union group increases. As of the writing of this report, detail and confirmation on the benchmark increases and subsequent incremental funding has not been received.

In addition to funding through the GSN, it is recognized that these three years were big COVID investment years, with annual Priorities and Partnership Funding (PPF) that supported additional staffing costs. An analysis of PPFs was done by the Ministry to determine the staffing component. The Board has received notification that it will receive \$229,341 to address the cost of implementing the Bill 124 monetary resolution for staffing funded through PPF and Official Languages in Education from 2019-20 to 2023-24.

Action for OECTA employees will be known pending ratification. Next steps for non-union, non-executive employees will be made once GSN salary and benefit benchmark increases have been confirmed and received.

The Board is currently working with its payroll software service provider to generate the necessary information to process these payments. The Human Resources/Payroll Department and the Finance Department are working closely together on the processing of the Bill 124 remedy payments.

RECOMMENDATION

THAT the Huron-Perth Catholic District School Board receives the Bill 124 Remedy Report for information.
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