

Regular Board Meeting
September 23, 2024 - 3:00 p.m.

MINUTES

Present:

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

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

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

Absent:

Board Chaplain: Fr. David Butler

1. Opening Business

1.1. Opening Prayer & Condolences - All

1.2. Attendance - Noted above at start of meeting

1.3. Approval of Regular Board Meeting Agenda

Moved by: Tina Doherty

Seconded by: Sue Muller

THAT the Huron-Perth Catholic District School Board approves the agenda of the Regular Board Meeting of September 23, 2024.

Carried

1.4. Declaration of Interest

If a conflict of interest is declared by a trustee under the Board's By-laws/Policies and the Municipal Conflict of Interest Act, the trustee will not participate in discussions or vote on the matter, except that if a conflict of interest is declared by a trustee under the Board's By-laws/Policies and the Municipal Conflict of Interest Act, and the remaining number of members who are not disabled from participating in the meeting is less than two, the Board is relying on the Order dated April 24, 2008, of the Ontario Superior Court of Justice in court file no. 204-2007, which authorizes all trustees to give consideration to, discuss, and vote on the matter out of which the interest arises.

- The Board's By-laws/Policies require a quorum of three (3).
- The Municipal Conflict of Interest Act requires a quorum of two (2).

A conflict of interest was declared by two trustees under the In-Camera Session of the Regular Board Meeting, Agenda Item 4.3. CPCO Contract Ratification

- Vice-Chair J. McDade declared a conflict of interest (son employed as a principal within the Huron-Perth Catholic District School Board)
- Chair, M. Van Loon declared a conflict of interest (daughter employed as a teacher within the Huron-Perth Catholic District School Board)

1.5. Approval of Regular Board Meeting Minutes

Moved by: Sue Muller

Seconded by: Amy Cronin

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

Carried

1.6. Business Arising from the Minutes

Trustees inquired about the elementary and secondary Special Education budget disbursement in Core Ed funding. During the next budget process, trustees requested to see how the budget aligns with the ministry intended disbursement and show the elementary and secondary panel allocations.

2. Presentations

3. Delegations

4. Consent Agenda

4.1. September Board Highlights

4.2. Approved Audit Committee Meeting Minutes of June 18, 2023

Moved by: Jim McDade

Seconded by: Amy Cronin

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 September for information

AND

THAT the Huron-Perth Catholic District School Board receives the approved Audit Committee Meeting Minutes of June 18, 2024.

Carried

5. Committee and Staff Reports

5.1. Policy

5.1.1. Board Policies for Review:

- Trustee Code of Conduct
- Catholic Leadership, Succession Planning & Talent Development

Trustees inquired about the changes made to Trustee Code of Conduct. Director Roehrig responded that the changes were made to reflect ministry requirements and Ontario Catholic School Trustees' Association (OCSTA) recommendations.

Trustees inquired how the position of an integrity commissioner is appointed. Director responded there will be an approved roster of integrity commissioners. An approved list is expected to be released in January by OCSTA. Trustees inquired about developing a clear process for this appointment. Director Roehrig will look at the process and consult with a lawyer before the policy comes back for approval.

Trustees inquired about reporting timelines and a concern that a limit to report a breach of conduct is not indicated in the policy. Director Roehrig will investigate and clarify. Trustees inquired about funding for this service. Director Roehrig responded that this has not been determined yet.

Trustees inquired about Section 2.2.1. - Code of Conduct Committee (the committee) requesting that membership for the ad hoc committee be clearly defined.

Moved by: Tina Doherty

Seconded by: Amy Cronin

THAT the Huron-Perth Catholic District School Board defers the Trustee Code of Conduct policy for information to the October regular meeting of the Board.

Carried

Trustees requested that the Catholic Leadership, Succession Planning & Talent Development policy include language about weekly Mass attendance and active in the life of the parish, for positions of senior leadership (principal, vice-principal, learning coordinator, Board leadership positions).

Moved by: Amy Cronin

Seconded by: Jim McDade

THAT the Huron-Perth Catholic District School Board receives the following policy for review: Catholic Leadership, Succession Planning & Talent Development for information.

Carried

5.1.2. Board Policies Recommended for Approval/Rescinding:

- Board Bylaws
- Election of Catholic School Board Trustees
- Newly Elected Trustees
- Parent Communication Protocol
- Guest Speakers at School
- Authorization for Use of School Facilities
- Cyber Security

Trustees inquired about the requirements for trustee attendance, Article III, Section 9, in the Board Bylaws. Director Roehrig responded that this is a Ministry regulation. Trustee comments will be shared with OCSTA and the Ministry of Education about the regulation and Director Roehrig will inquire about parameters.

Trustees inquired about Article XIII, Section 1, State of Emergency of the Board Bylaws. Director responded that this provision was intended to provide the opportunity for decisions to be made in the case of an emergency that may be time sensitive with potential to impact service and safety. Any decision would need to be reported to the Board in a timely manner.

Moved by: Amy Cronin

Seconded by: Sue Muller

THAT the Huron-Perth Catholic District School Board defers the approval of Board Bylaws policy to the regular meeting of Board on October 28, 2024

Carried

Moved by: Tina Doherty

Seconded by: Jim McDade

THAT the Huron-Perth Catholic District School Board approves the following policies: Election of Catholic School Board Trustees, Newly Elected Trustees, Parent Communication Protocol, Guest Speakers at School, Authorization for Use of School Facilities, and Cyber Security.

Carried

5.2. Student Achievement and Catholicity

5.2.1. Mental Health and Addictions: One Year Action Plan and Three Year Roadmap

Trustees inquired how inclusion and Catholicity would be balanced out in the plan. Superintendent Boreham responded that there will be continued and ongoing professional development. Planning and programming is through the lens of equity, inclusion and Catholicity.

Moved by: Amy Cronin

Seconded by: Tina Doherty

THAT the Huron-Perth Catholic District School Board receives the Mental Health and Addictions: One Year Action Plan and Three Year Roadmap report for information.

Carried

5.2.2. Removing Barriers for Students with Disabilities - Partnership with Facile Perth

Moved by: Jim McDade

Seconded by: Tina Doherty

THAT the Huron-Perth Catholic District School Board receives the Removing Barriers for Students with Disabilities - Partnership with Facile Perth report for information.

Carried

5.2.3. Student Trustees' Report

Moved by: Sue Muller

Seconded by: Jim McDade

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

Carried

5.3. Corporate Services and Operations

5.3.1. Audit Committee September 2024 Meeting Report

Moved by: Amy Cronin

Seconded by: Sue Muller

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

Carried

5.3.2. 2024-25 Enrolment Update - September 2024

Trustees inquired about the decrease of 20 students at St. Michael CSS. Superintendent Ducharme responded elearning, full-time and part-time differences have not been fully captured yet. Staff will provide an enrolment update at the October Board meeting which will be a more accurate count for secondary students.

Trustees inquired about Grade 7 and 8 students leaving for the coterminous board. Superintendent Ducharme responded that staff is watching these enrolment numbers to see if there are any trends. Director Roehrig advised that the next demographic study request the demographer to study Grade 7 to 11 enrolment and prepare data on different accommodation scenarios.

Moved by: Jim McDade

Seconded by: Tina Doherty

THAT the Huron-Perth Catholic District School Board receives the 2024-25 Enrolment Update - September 2024 report for information.

Carried

6. Information and Correspondence

6.1. TCDSB Communication Letter - Trustee Associations - Bill 98

Moved by: Jim McDade

Seconded by: Tina Doherty

THAT the Huron-Perth Catholic District School Board receives the TCDSB Communication Letter - Trustee Associations - Bill 98 for information.

Carried

7. Notices of Motion

8. Notices of Motion Being Considered for Adoption

9. Trustee Inquiries

9.1. OCSTA Levies

10. In-Camera Session of the Regular Board Meeting

Moved by: Tina Doherty

Seconded by: Amy Cronin

THAT the Executive Manager of Employee Relations be present in the In-Camera Session of the Regular Board Meeting

AND

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

Carried

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

Moved by: Sue Muller

Seconded by: Amy Cronin

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

Carried

The following retirements were announced:

- Deanna Dalrymple, Educational Assistant, Precious Blood School, Exeter, effective July 31, 2024
- Cathy Buchanan, Elementary Teacher, Catholic Education Centre, Dublin, effective December 31, 2024
- Joyce Marshall, Educational Assistant, St. Michael Catholic Secondary School, effective August 31, 2024

12. Future Meetings and Events

- OCSTA West Regional Meeting - Waterloo - Tuesday, September 24, 2024
- Special Education Advisory Committee (SEAC) - Monday, October 21, 2024
- Regular Board Meeting - Monday, October 28, 2024
- Catholic Parent Involvement Committee (CPIC) meeting - Tuesday, October 29, 2024
- Annual Board Meeting - Monday, November 18, 2024

13. Closing Prayer - Mary Helen Van Loon

14. Adjournment

Moved by: Tina Doherty

Seconded by: Jim McDade

THAT the Huron-Perth Catholic District School Board adjourns the Regular Board Meeting of September 23, 2024.

Carried