

**Regular Board Meeting
August 26, 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

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: Amy Cronin

Seconded by: Sue Muller

THAT the Huron-Perth Catholic District School Board approves the agenda of the Regular Board Meeting of August 26, 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 one trustee under the In-Camera Session of the Regular Board Meeting.

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

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 June 17, 2024 and the Special Board Meeting Minutes of June 24, 2024.

Carried

1.6. Business Arising from the Minutes

2. Presentations

3. Delegations

4. Consent Agenda

- 4.1. Approved Equity, Diversity, Inclusion and Anti-racism (EDIAR) February 27, 2024 Committee Meeting Minutes
- 4.2. Approved Catholic Parent Involvement Committee (CPIC) April 10, 2024 Meeting Minutes
- 4.3. Approved Special Education Advisory Committee (SEAC) Meeting Minutes of May 13, 2024
- 4.4. Approved Audit Committee Meeting Minutes of November 13, 2023
- 4.5. Nutritional Management Services
- 4.6. August 2024 Health and Safety Report

Trustees inquired about the number of incidents in the uncategorized section.

Superintendent Ducharme shared that an uncategorized incident is due to an incomplete form being submitted. Trustees inquired if the details of the incident are on the report. Superintendent Ducharme shared that details are included and all incident reports are viewed by the special education team, with the goal of improving and supporting staff and students.

Moved by: Sue Muller

Seconded by: Tina Doherty

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

THAT the Huron-Perth Catholic District School Board receives the approved Equity, Diversity, Inclusion and Anti-racism (EDIAR) Committee Meeting Minutes of February 27, 2024 and the approved Catholic Parent Involvement Committee (CPIC) Meeting Minutes of April 10, 2024 and the approved Special Education Advisory Committee (SEAC) Meeting Minutes of May 13, 2024; and the approved Audit Committee Meeting Minutes of November 13, 2023.

AND

THAT the Huron-Perth Catholic District School Board receives the Nutritional Management Services report and the August 2024 Health and Safety Report for information.

Carried

5. Committee and Staff Reports

5.1. Policy

5.1.1. Board Policies for Review:

- 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

Moved by: Tina Doherty

Seconded by: Sue Muller

THAT the Huron-Perth Catholic District School Board receives the following policies for review: Election of Catholic School Board Trustees, Newly Elected Trustees, Guest Speakers at Schools and Cyber security.

Carried

Trustees inquired about whether or not trustees are informed of unapproved delegation requests. Director Roehrig indicated that he would make a change in the By-Law to include this provision prior to the final By-Laws being presented to the Board for approval next month.

Trustees inquired about Article I - GENERAL - Section 4. Trustees exchanged positions on the protections afforded to the minority with respect to potential changes to the By-Law. Trustees were informed that changes to the By-Law are treated in the same way it handles changes to policy. Potential changes to the By-Law are available for public feedback.

Moved: Jim McDade

Seconded by: Amy Cronin

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

Carried

Trustees inquired about the communications protocol for parents and the requirement to ensure that inquiries are explored at school-level prior to senior administration and trustee involvement.

Trustees inquired about the process for reporting issues of student well-being. Director Roehrig responded that Trustees should continue to report issues of student well-being to the Director of Education or the appropriate supervisory officer.

Moved: Sue Muller

Seconded by: Jim McDade

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

Carried

Trustees inquired how the Authorization for Use of School Facilities Policy affects reciprocal agreements with the City of Stratford and organizations not mentioned in the list. Superintendent Ducharme responded that there is no change to the priority consideration of the permits that are received. Staff have been speaking with the City of Stratford and have made it known to them that the Board will be requesting a copy of the reciprocal agreement.

Trustees inquired about use of facilities by outside groups and their access to first aid. Director Roehrig responded that in section 12 (i) - there is a liability provision; staff will follow up with OSBIE to see if there are any ways to improve risk mitigation.

Trustees inquired about the timing of applications for the use of schools. Trustees suggested that the policy could include an expected response time for permit review.

Moved: Amy Cronin

Seconded by: Sue Muller

THAT the Huron-Perth Catholic District School Board receives the Authorization for Use of School Facilities policy for review.

Carried

5.1.2. Board Policies Recommended for Approval/Rescinding: N/A

5.2. Student Achievement and Catholicity

5.2.1. Secondary Summer School 2024

Moved by: Sue Muller

Seconded by: Jim McDade

THAT the Huron-Perth Catholic District School Board receives the Secondary Summer School 2024 report for information.

Carried

5.2.2. Faith Retreat August 2024

Trustees inquired how the Faith Retreat invite was communicated and how it was received by staff. Superintendent Tigani responded that the invitation was shared electronically and encouraged the faith ambassadors from each school to promote to their staff. Participation was a representation across employee groups, the elementary and secondary panels and both counties.

Moved by: Tina Doherty

Seconded by: Jim McDade

THAT the Huron-Perth Catholic District School Board receives the Faith Retreat August 2024 report for information.

Carried

5.2.3. Literacy Team Summer Writing Project

Moved by: Amy Cronin

Seconded by: Jim McDade

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

Carried

5.2.4. Math Team Summer Writing Project

Moved by: Tina Doherty

Seconded by: Jim McDade

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

Carried

5.2.5. Multi-Year Strategic Plan 2024-2027

Trustees inquired about the feedback received from the community on the strategic plan. Director Roehrig responded we received initial feedback in the winter; comments were positive and included an appreciation for the focus and commitment to faith formation goals and an interest in excellence and results.

Moved by: Sue Muller

Seconded by: Jim McDade

THAT the Huron-Perth Catholic District School Board approves the Strategic Plan 2024-2027.

Carried

5.3. Corporate Services and Operations

5.3.1. 2024-2025 Core Ed Funding: Classroom Staffing Fund & Learning Resources Fund

Trustees requested clarification that these numbers are the same as the approved budget. Superintendent Ducharme clarified that numbers are the same, the report provides the funding breakdown between elementary and secondary.

Moved by: Amy Cronin

Seconded by: Jim McDade

THAT the Huron-Perth Catholic District School Board receives the 2024-2025 Core Ed Funding: Classroom Staffing Fund and Learning Resources Fund report.

Carried

5.3.2. Audit Committee Report

Moved by: Amy Cronin

Seconded by: Tina Doherty

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

Carried

5.3.3. May 31, 2024 Financial Report (Walk-In)

Moved by: Sue Muller

Seconded by: Tina Doherty

THAT the Huron-Perth Catholic District School Board receives the May 31, 2024 Financial Report.

Carried

6. Information and Correspondence

6.1. Letter to Members of Board's Indigenous Advisory Committee

7. Notices of Motion

8. Notices of Motion Being Considered for Adoption

9. Trustee Inquiries

- 9.1. Trustees inquired about vaping and cell phones. Director Roehrig responded, in wake of Loreena's presentation, the Board has made concerted efforts to clamp down on cell phones, with messaging to Principals that this is a priority. Policy and code of conduct changes are in place and will be implemented this school year. Staff are looking into working with the health unit on vaping education. Healthy Relationships is the theme of the September 3, PD presentation to work with staff on the topic of student mental health. Father Butler highlighted the need to learn how to navigate the world with cell phones and teach students the Catholic virtue of temperance.

Trustees shared the importance of mitigating screen time for the hours students are in our care and purposeful outreach to our students on these two issues.

10. In-Camera Session of the Regular Board Meeting

Moved by: Tina Doherty

Seconded by: Amy Cronin

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

Carried

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

Moved by: Tina Doherty

Seconded by: Sue Muller

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

Carried

The following retirement was announced:

- Deanna Dalrymple, Educational Assistant, Precious Blood School, Exeter, effective July 31, 2024

12. Future Meetings and Events

- Regular Board Meeting - Monday, September 23, 2024
- OCSTA West Regional Meeting - Waterloo - Tuesday, September 24, 2024
- Photographer present for Headshots - prior to September 23 board meeting

13. Closing Prayer - Father David Butler

14. Adjournment

Moved by: Jim McDade

Seconded by: Sue Muller

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

Carried