

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

## **MINUTES**

**Present:**

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

**Board Chaplain:** Deacon Daniel McPhee

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

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

**Absent:**

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**1. Opening Business**

**1.1. Opening Prayer & Condolences** - Deacon McPhee and Trustees

**1.2. Attendance** - Noted above at start of meeting

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

**1.4. Approval of Regular Board Meeting Agenda**

Moved by: Amy Cronin

Seconded by: Tina Doherty

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

**Carried**

**1.5. Declaration of Interest**

**1.6. Approval of Regular Board Meeting Minutes**

Moved by: Sue Muller

Seconded by: Jim McDade

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

**Carried**

**1.7. Business Arising from the Minutes**

## 2. Presentations

## 3. Delegations

## 4. Consent Agenda

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

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

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

Moved by: Amy Cronin

Seconded by: Sue Muller

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

THAT the Huron-Perth Catholic District School Board receives the Approved Catholic Parent Involvement Committee (CPIC) meeting minutes of March 25, 2025.

AND

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

AND

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

AND

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

AND

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

**Carried**

## 5. Committee and Staff Reports

### 5.1. Policy

#### 5.1.1. Board Policies for Review:

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

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

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

Moved by: Tina Doherty

Seconded by: Amy Cronin

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

**Carried**

Moved by: Sue Muller

Seconded by: Amy Cronin

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

**Carried**

#### **5.1.2. Board Policies Recommended for Approval/Rescinding:**

- e) Student Use of Guide Dogs and Service Animals

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

Moved: Jim McDade

Seconded: Sue Muller

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

**Carried**

### **5.2. Student Achievement and Catholicity**

#### **5.2.1. Summer Faith Retreat for Staff report**

Moved by: Tina Doherty

Seconded by: Jim McDade

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

**Carried**

#### **5.2.2. Literacy Summer Writing Project report**

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

Moved by: Tina Doherty

Seconded by: Amy Cronin

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

**Carried**

### **5.2.3. Math Summer Writing Project report**

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

Moved by: Sue Muller

Seconded by: Jim McDade

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

**Carried**

### **5.2.4. Graduation Coach: Indigenous Student Support Advisor report**

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

Moved by: Sue Muller

Seconded by: Tina Doherty

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

**Carried**

### **5.2.5. Secondary Summer School report**

Moved by: Sue Muller

Seconded by: Amy Cronin

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

**Carried**

## **5.3. Corporate Services and Operations**

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

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

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

Moved by: Tina Doherty

Seconded by: Amy Cronin

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

**Carried**

### **5.3.2. May 31, 2025 Financial Report**

Moved by: Tina Doherty

Seconded by: Jim McDade

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

**Carried**

## **6. Information and Correspondence**

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

## **7. Notices of Motion**

## **8. Notices of Motion Being Considered for Adoption**

Moved by: Amy Cronin

Seconded by: Jim McDade

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

**Carried**

## **9. Trustee Inquiries**

## **10. In-Camera Session of the Regular Board Meeting**

Moved by: Amy Cronin

Seconded by: Jim McDade

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

**Carried**

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

Moved by: Sue Muller

Seconded by: Jim McDade

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

**Carried**

The following retirement was announced:

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

**12. Future Meetings and Events**

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

**13. Closing Prayer - Deacon Dan McPhee, Board Chaplain**

**14. Adjournment**

Moved by: Amy Cronin

Seconded by: Sue Muller

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

**Carried**