

Annual Board Meeting
November 18, 2024 - 3:00 p.m.

AGENDA

- 1. Opening Business**
 - 1.1. Opening Prayer - Father David Butler Page 2
 - 1.2. O Canada - All
 - 1.3. Land Acknowledgement - Director Roehrig Page 3
 - 1.4. Attendance and Welcome
 - 1.5. Approval of the Annual Board Meeting Agenda of November 18, 2024 Page 1
 - 1.6. Introduction of the Board of Trustees, Student Trustees, and Board Chaplain

- 2. Appointment of Scrutineer**

- 3. Election of Officers**
 - 3.1. Nomination and Election of Chair
 - 3.2. Nomination and Election of Vice-Chair

- 4. Committee Appointments** Page 4-5
 - 4.1. Catholic Education Team (1)
 - Special Education Advisory Committee (1)
 - Equity, Diversity, Inclusion, Anti-Racism Committee (1)
 - Catholic Parent Involvement Committee (1)
 - Supervised Alternative Learning Committee (1)
 - Student Discipline Committee (Expulsion/Suspension Appeals) (3)
 - Audit Committee (2)
 - Transportation Committee (2)

- 5. Borrowing By-Law 1-2024** Pages 6-7

- 6. Appointment of Board Auditor** Page 8

- 7. Appointment of Board Solicitor** Page 9

- 8. Director's Annual Report 2023-2024** Page 10

- 9. Annual Address by the Chair of the Board**

- 10. Closing Prayer - Father David Butler**

- 11. Adjournment**



HURON-PERTH CATHOLIC

District School Board

Annual Board Meeting
Monday, November 18, 2024

Opening Prayer - Board Chaplain, Father David

Father Butler will lead us in praying the On Fire with the Spirit Prayer

Holy Spirit, awaken us to Your presence. Stir our hearts to recognize Your works in our lives and the world. Grant us the courage to embrace new challenges with open hearts and willing spirits, serving others with compassion, kindness, mercy and unity.

Spirit of Truth, illuminate our path. Shine Your light to dispel doubt and fear, filling our minds with wisdom to discern and follow Your will. Help us guide others into the radiant light of Christ.
Spirit of Joy, rejoice with us. Fill our hearts with joy in Your presence, so that even in trials, we may be a beacon of hope and love. May we share the light of Christ with the world, spreading peace and joy wherever we go.

Holy Spirit, let us be ever mindful of Your presence, ready to be led by You. Set our hearts on fire with Your love, awakening, illuminating, and rejoicing with our entire community.

Father Butler - St. Andre Bessette

All - pray for us.

Amen.

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



HURON-PERTH CATHOLIC

District School Board

**Annual Board Meeting
Monday, November 18, 2024**

Reflection - Director Roehrig

Land Acknowledgement - Director Roehrig

We would like to acknowledge that the land that we are gathered on today is the traditional lands of the Haudenosaunee, Anishinaabe, and Attawandaron. We honour and respect these groups for their continued stewardship of land and water, as well as, the contributions that they have made to our communities past, present, and will into the future. Together, as treaty people, we have a shared responsibility to act with respect for the environment, protecting the future for those generations to come.

We would also like to acknowledge and recognize the Upper Canada Treaties signed regarding this and, including Treaty #29 and Treaty #45 1/2, and our roles as treaty people, committed to moving forward in the spirit of reconciliation, gratitude, and respect with all First Nation, Métis, and Inuit people.



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: November 18, 2024
Submitted by: Mary Helen Van Loon, Chair of the Board

COMMITTEE APPOINTMENTS

Public Session

BACKGROUND

The 1:1 By-Laws of the Board - Article II – Inaugural and Annual Meetings of the Board - Section 5, states that the Chair in consultation with the Vice-Chair and the Board shall appoint Trustees to serve on the Statutory Committees and other committees where Trustees serve as members. Additionally, Article VIII - Committees of the Board - Section 1-5 states the following:

Section 1: The Board shall establish Statutory Committees as required by the [Education Act](#).

Section 2: Subject to the [Education Act](#), the Board may from time to time appoint other standing committees whose Trustees will hold their offices at the will of the Board. The Board shall determine the terms of reference and duties of such committees and may fix by resolution a policy for the repayment of reasonable expenses incurred by committee members in the performance of their duties.

Section 3: Ad Hoc Committees may be appointed by the Board from time to time as required to accomplish specific tasks. The Board shall appoint members to these Ad Hoc Committees and shall determine the terms of reference (including a fixed time for the final report of the committee), duties of such committees and may fix by resolution a policy for the repayment of reasonable expenses incurred by Committee members in the performance of their duties.

Section 4: The action of any committee, whether standing or ad hoc, shall not be binding until formally approved by the Board unless the Board gives the committee power to act with reference to a particular matter or matters.

Section 5: At every meeting of a committee of the Board, except a Committee of the Whole Board, the following persons shall be physically present in the meeting room of the committee:

- a) the Chair of the committee or his or her designate; and,
- b) the Director of Education of the Board or his or her designate.

DEVELOPMENTS

The Chair and the Vice-Chair have appointed the following trustees to serve on the statutory and standing committees:

- Sue Muller be appointed as a member of the Catholic Education Team.
- Jim McDade be appointed as a member of the Equity, Diversity, Inclusion and Anti-Racism Committee.
- Mary Helen Van Loon be appointed as a member of the Special Education Advisory Committee.
- Sue Muller be appointed as a member of the Catholic Parent Involvement Committee.
- Mary Helen Van Loon be appointed as a member of the Supervised Alternative Learning Committee.
- Tina Doherty be appointed as a member of the Student Discipline Committee (Expulsion/Suspension Appeals).
- Amy Cronin be appointed as a member of the Student Discipline Committee (Expulsion/Suspension Appeals).
- Mary Helen Van Loon be appointed as a member of the Student Discipline Committee (Expulsion/Suspension Appeals).
- Amy Cronin be appointed as a member of the Audit Committee.
- Tina Doherty be appointed as a member of the Audit Committee.
- Tina Doherty be appointed as a member of the Transportation Committee.
- Jim McDade be appointed as a member of the Transportation Committee.

RECOMMENDATION

THAT the Huron-Perth Catholic District School Board approves the following statutory and standing committee appointments as follows:

- Sue Muller be appointed as a member of the Catholic Education Team.
- Jim McDade be appointed as a member of the Equity, Diversity, Inclusion and Anti-Racism Committee.
- Mary Helen Van Loon be appointed as a member of the Special Education Advisory Committee.
- Sue Muller be appointed as a member of the Catholic Parent Involvement Committee.
- Mary Helen Van Loon be appointed as a member of the Supervised Alternative Learning Committee.
- Tina Doherty be appointed as a member of the Student Discipline Committee (Expulsion/Suspension Appeals).
- Amy Cronin be appointed as a member of the Student Discipline Committee (Expulsion/Suspension Appeals).
- Mary Helen Van Loon be appointed as a member of the Student Discipline Committee (Expulsion/Suspension Appeals).
- Amy Cronin be appointed as a member of the Audit Committee.
- Tina Doherty be appointed as a member of the Audit Committee.
- Tina Doherty be appointed as a member of the Transportation Committee.
- Jim McDade be appointed as a member of the Transportation Committee.



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: November 18, 2024
Submitted by: Chris N. Roehrig, Director of Education and Secretary

BORROWING BY-LAW 1-2024

Public Session

BACKGROUND

The Treasurer, on behalf of the Board, is required from time-to-time to borrow funds to bridge finance in order to cover expenditures while awaiting fund transfers from the Government of Ontario.

DEVELOPMENTS

Staff are recommending that the Board approve Borrowing By-Law 1-2024 which authorizes the Superintendent of Business to borrow from the Canadian Imperial Bank of Commerce sums not exceeding, in the aggregate, three million dollars for the purposes mentioned in 243 (1) and 243 (2) of the Education Act.

RECOMMENDATION

THAT the Chair or Vice-Chair and one of the Director of Education or the Superintendent of Business and Treasurer are authorized on behalf of the Board to borrow from time to time from the Canadian Imperial Bank of Commerce ("CIBC") a sum or sums not exceeding in the aggregate Three Million Dollars (\$3,000,000) to meet the current expenditures of the Board until the current revenue has been received, for the year (including the amounts required for the purposes mentioned in subsection 243 (1) and 243 (2) of the Act plus interest at a rate to be agreed upon from time to time with CIBC.



HURON-PERTH CATHOLIC District School Board

Borrowing By-Law 1-2024

RESOLUTION

THAT the Chairman or Vice-Chairman and one of the Director of Education or the Superintendent of Business and Treasurer are authorized on behalf of the Board to borrow from time to time from the Canadian Imperial Bank of Commerce ("CIBC") a sum or sums not exceeding in the aggregate Three Million Dollars (\$3,000,000) to meet the current expenditures of the Board until the current revenue has been received, for the year (including the amounts required for the purposes mentioned in subsection 243 (1) and 243 (2) of the Act plus interest at a rate to be agreed upon from time to time with CIBC.

The Treasurer is authorized and directed to apply in payment of all sums borrowed plus interest, all of the moneys collected or received in respect of the current revenue of the Board.

The Treasurer is authorized and directed to deliver to CIBC from time to time upon request a statement showing (a) the total amount of unpaid previous borrowings of the board for current expenditures together with debt charges, if any, and (b) the uncollected balance of the estimated revenues for the current year or, where the estimates have not been adopted, the estimated revenues of the previous year less any current revenue already collected.

WE HEREBY CERTIFY that the foregoing is a true copy of a Resolution of the Huron-Perth Catholic District School Board duly passed at a meeting of the said Board held on the 18th day of November, 2024 and that the said Resolution is in full force and effect.

DATED this _____ day of _____, 2024.

Chair of the Board

Director of Education and Secretary



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: November 18, 2024
Submitted by: Chris N. Roehrig, Director of Education and Secretary

APPOINTMENT OF BOARD AUDITOR

Public Session

BACKGROUND

Section 6 of the 1:1 By-Laws of the Board states that the Board shall appoint its Auditor at its Inaugural/Annual Meeting. The Audit Committee makes recommendations to the Board on the appointment, replacement, or dismissal of the external auditor.

DEVELOPMENTS

At the November 14, 2024, Audit Committee Meeting, the Committee made the recommendation that BDO Canada LLP continue to be the Board's external auditor for 2024/2025.

RECOMMENDATION

THAT the Huron-Perth Catholic District School Board appoints BDO Canada LLP as the Board's external auditor for 2024/2025.



REPORT TO THE HURON-PERTH CATHOLIC DISTRICT SCHOOL BOARD

Prepared by: Mary-Ellen Ducharme, Superintendent of Business and Treasurer
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APPOINTMENT OF BOARD SOLICITOR

Public Session

BACKGROUND

The Board requires legal advice from time to time on a variety of matters. The Board utilizes legal firms based on specialization and sector experience. For matters such as local real estate transactions and contract reviews with local partners – the Board has used the firm of Donnelly & Murphy Lawyers (Professional Corporation).

DEVELOPMENTS

Staff are recommending that the Board appoint Donnelly & Murphy Lawyers (Professional Corporation) as Board solicitors for local real estate transactions, contract reviews with local partners (e.g. Municipalities and social services agencies), and any matter directed by the Board of Trustees or the Director of Education.

RECOMMENDATION

THAT Donnelly & Murphy Lawyers (Professional Corporation) be appointed as Board Solicitors, effective January 1, 2025 until December 31, 2025.



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: November 18, 2024
Submitted by: Chris N. Roehrig, Director of Education and Secretary

DIRECTOR'S ANNUAL REPORT 2023-2024

Public Session

BACKGROUND

School boards in Ontario are required to produce an Annual Report in accordance with the *Education Act*, Section 283(3). The Director of Education reports annually to the Board of Trustees on the activities of the system for the previous academic calendar year. The Director's Annual Report (DAR) includes an overview of the multi-year strategic plan, including the implementation and progress the Board has made as well as the actions the Board is taking in regard to the strategic priority areas for the current year.

The Director of Education provides an annual report to the community each year in December.

DEVELOPMENTS

The Director's Annual Report is a snapshot of the teaching and learning that took place across our system in the 2023-2024 school year. The report includes progress on the 2020-2024 Strategic Plan and a summary of the work that took place in relation to our multi-year spiritual theme *Together on the Journey* emphasizing the notion of accompaniment.

The Director's Annual Report can be found on our Board website [here](#).

RECOMMENDATION

THAT the Huron-Perth Catholic District School Board receives the Director's Annual Report 2023-2024 for the information.