



Board of Trustees' Board Meeting

Date: Monday, December 9, 2019

Time: 6:00 p.m.

** Committee of the Whole In Camera, if necessary, will precede or follow the Board Meeting, as appropriate.*

Location: Catholic Education Centre, 35 Weber St. W., Unit A, Kitchener, ON – Boardroom 2nd Floor

Attendees:

Board of Trustees:
Bill Conway (Chair), Manuel da Silva, Kevin Dupuis, Jeanne Gravelle, Wendy Price, Greg Reitzel, Brian Schmalz, Melanie Van Alphen, Tracey Weiler

Student Representatives:
Meghan Cymbron, Rori Schaefer

Senior Administration:
Loretta Notten, Jason Connolly, Maria Ivankovic, John Klein, Shesh Maharaj, Judy Merkel, Richard Olson, Laura Shoemaker

Special Resource:

Recording Secretary:
Alice Figueiredo

ITEM	Who	Agenda Section	Method & Outcome
1. Call to Order	Board Chair		
1.1 Opening Prayer & Memorials	Board Pastoral Team		
1.2 Territorial Acknowledgement I (we) would like to begin by acknowledging that the land on which we gather today is the land traditionally used by the Haudenosaunee, Anishinaabe and Neutral People. I (we) also acknowledge the enduring presence and deep traditional knowledge, laws and philosophies of the Indigenous People with whom we share this land today.	Board Chair		
1.3 Approval of Agenda	Board of Trustees		Approval
1.4 Declaration of Pecuniary Interest	Individual Trustees		
1.4.1 From the current meeting			
1.4.2 From a previous public or in-camera meeting			
1.5 Items for Action:	Board Chair		Approval
• Private, Private meeting of November 25, 2019 regarding HRS and IT matters			
• Private, Private, Private meeting of November 25, 2019 regarding Human Resource matters			
• Private, Private meeting of December 2 nd , 2019 regarding Human Resource matters and IT Matters			
2. Consent Agenda: Director of Education (e.g.: day –to – day operational matters from the Ministry of Education that the Board is required to do)			

ITEM	Who	Agenda Section	Method & Outcome
3. Consent Agenda: Board (Minutes of meetings, staff report)			
3.1 Approval of Minutes of Regular and Special Meetings 3.1.1 Minutes of November 25, 2019 - Board Meeting 3.1.2 Minutes of December 2, 2019 – Board meeting 3.2 Human Resource Services Update 3.3 SEAC Minutes of October 2, 2019 3.4 CPIC Minutes of September 24, 2019 3.5 St. John Boundary Review – December update	Trustees Trustees Trustees Trustees Trustees Trustees	pp. 4-7 pp. 8-9 Sent pp. 10-12 pp. 13-15 pp. 16-17	Approval Approval Information Information Information Information
4. Delegations/Presentation			
5. Advice from the CEO			
5.1 FSL Program Update 5.2 Well Being Plan – Equity Action Plan 5.3 Revised Estimates Report 5.4 Annual Report on Surpluses 5.5 Director's Annual Report	J. Klein & J. Kruithof R. Olson S. Maharaj S. Maharaj L. Notten	pp. 18-21 pp. 22-26 pp. 27-29 pp. 30-21 pp. 33-34	Information Information Information Approval Approval
6. Ownership Linkage (Communication with the External Environment)			
7. Reports from Board Committees/Task Forces			
8. Board Education (at the request of the Board)			
8.1 Chair's Update 8.2 OCSTA/CCSTA Communications	Board Chair Board Chair	pp. 35 pp. 36-46	Information Information
9. Policy Discussion			
10. Assurance of Successful Board Performance			
10.1 Review of Board Policy 10.1.1 Board Policy Board Policy I 001 Ends - Broad Policy Provision Is There a Need to Review This Policy? 10.1.2 Board Policy II 005 Consultation (Reitzel) Is There a Need to Review This Policy?	Trustees G. Reitzel	pp. 47-48 pp. 49	Approval Approval
11. Assurance of Successful Director of Education Performance			
11.1 Monitoring Reports & Vote on Compliance			
12. Potential Agenda Items/Trustee Inquiry Report (CEO)			
12.1 Trustee Inquiry Report from the CEO 12.2 Shared concerns			
13. Announcements			
13.1 Upcoming Meetings/Events (all scheduled for the Catholic Education Centre unless otherwise indicated): •Dec 11 - Stuffing Stockings •Dec 12 – Christmas Social (Blackshop) •Dec 17 – Regional Chair & Council Christmas Reception			

ITEM	Who	Agenda Section	Method & Outcome
<ul style="list-style-type: none"> •Dec 19 – CEC Christmas Mass/Lunch •Jan 7 – Soup Sisters •Jan 8 – SEAC •Jan 13 – COW •Jan 17-18 OCSTA Trustee Seminar •Jan 27 – Board •Jan 28 – Audit 			
13.2 Pending Items: 13.3 Pending Items for OCSTA Consideration	<u>Committee/Task Force</u>	<u>Due Date</u>	<u>Action Taken</u>
14. Items for the Next Meeting Agenda	Trustees		
15. Adjournment	Director of Education		
Confirm decisions made tonight			
15.1 Confirm decisions made tonight			
15.2 Move into Private, Private	Trustees		Approval
16. Closing Prayer			
17. Motion to Adjourn	Board of Trustees	Motion	Approval

CLOSING PRAYER

O Risen Lord, you have entrusted us with the responsibility to help form a new generation of disciples and apostles through the gift of our Catholic schools.

As disciples of Christ, may we educate and nurture hope in all learners to realize their full potential to transform God's world.

May our Catholic schools truly be at the heart of the community, fostering success for each by providing a place for all.

May we and all whom we lead be discerning believers formed in the Catholic faith community; effective communicators; reflective and creative thinkers; self-directed, responsible, life-long learners; collaborative contributors; caring family members; and responsible citizens.

Grant us the wisdom of your Spirit so that we might always be faithful to our responsibilities.
We make this prayer through Christ our Lord.

Amen

Rev. Charlie Fedy, CR and the Board of Trustees, 2010



Board of Trustees' Board Meeting

A public meeting of the Board of Trustees was held on Monday, November 25th, 2019 at Catholic Education Centre.

Trustees Present:

Bill Conway (Chair), Jason Connolly, Manuel da Silva, Kevin Dupuis, Jeanne Gravelle, Wendy Price, Greg Reitzel, Brian Schmalz, Melanie Van Alphen, Tracey Weiler

Student Trustees Present:

Meghan Cymbron, Rori Schaefer

Administrative Officials Present:

Loretta Notten, Jason Connolly, Maria Ivankovic, John Klein, Shesh Maharaj, Judy Merkel, Richard Olson, Laura Shoemaker

Special Resources For The Meeting:

Regrets:

Recorder:

Alice Figueiredo, Executive Administrative Assistant

NOTE ON VOTING: Under Board by-law 5.7 all Board decisions made by consensus are deemed the equivalent of a unanimous vote. A consensus decision is therefore deemed to be a vote of 9-0. Under Board by-law 5.11 every Trustee "shall vote on all questions on which the Trustee is entitled to vote" and abstentions are not permitted.

1. Call to Order:

The Chair of the Board called the meeting to order at 6:00 p.m.

1.1 Opening Prayer & Memorials

The meeting opened with prayer by Trustee Gravelle.

1.2 Territorial Acknowledgment

The Territorial Acknowledgement was declared by Trustee Conway.

1.3 Approval of Agenda

The following amendments were made to the Agenda:

- 15.1 – Move into Private, Private
- 15.2 – Move into Private, Private, Private

2019-105 -- It was moved by Trustee Schmalz seconded by Trustee Weiler:

THAT the agenda for Monday, November 25, 2019, as amended, be now approved. --- Carried by *consensus*.

1.4 Declaration of Pecuniary Interest

- 1.3.1 From the current meeting – NIL
- 1.3.2 From a previous public or in-camera meeting – NIL
- 1.3.3

1.5 Items for Action:

N/A

2 Consent Agenda: Director of Education (e.g. day-to-day operational matters from the Ministry of Education that the board is required to do)

3 Consent Agenda: Board of Trustees (Minutes of meetings)

- **Approval of Minutes of Regular and Special Meetings**

3.1 Approval of Minutes of Regular and Special Meetings

3.1.1 Minutes of October 28, 2019 - Board Meeting

3.2 St. John Boundary Review Update

3.3 WCDSB Financial Statements

2019-106-- It was moved by Trustee da Silva and seconded by Trustee Reitzel:

THAT the Consent Agenda Board of Trustees and the recommendations contained therein be now approved. --- Carried by consensus

4 Delegations

5 Advice from the CEO

5.1 Director's Update

Director Notten provided highlights and notable events from the Month of November.

5.2 ESL and ELD at the WCDSB

Superintendent Klein shared with the Board of Trustees the Board's celebrated contributions of its English Language Learners (ELLs) and English as a Second Language (ESL) teachers along with current data and trends. Carrie Mage, ESL/ELD Student Achievement Consultant provided program feedback and shared a novel that she is writing based on one of her student's journey to Canada from Eritrea.

Trustees asked clarifying questions and provided feedback.

5.3 Autism Support Plan

Superintendent Shoemaker provided the Board of Trustees with an update on the support services available for students with a diagnosis of Autism Spectrum Disorder (ASD). Programming, transitioning and services were discussed.

Trustees asked clarifying questions and provided feedback.

5.4 Annual Report to the Ministry of Education (Audit)

Superintendent Maharaj provided the Board of Trustees with details on the Annual Audit report to the Ministry, which must be submitted on an annual basis. Timing of the report was discussed along with appropriate time to update the Board of Trustees. Governance will discuss the timing.

2019-107-- It was moved by Dupuis and seconded by Trustee Reitzel:

THAT This report is provided as monitoring information for the Board of Trustees, and That the Board of Trustees authorizes the Chair of the Audit Committee to submit Appendix C to this report to the Ministry of Education on behalf of the Board of Trustees.

. --- Carried by consensus

6 Ownership Linkage (Communication with the External Environment)

7 Actions From Board Committees/Task Forces

7.1 Student Trustee Report

Student Trustees' provided an update on events and programs running in our Secondary Schools.

7.2 Audit Committee Update

Trustee Price provided a verbal update from the Audit Committee.

8 Board Education (at the request of the Board)

8.1 Chair's Update

Trustee Conway provided highlights and notable events from the Month of November.

8.2 OCSTA/CCSTA Communications

Trustees reviewed OCSTA Communications.

9 Policy Discussion

10 Assurance of Successful Board Performance

10.1 Review of Board Policy

10.1.1 Board Policy II 004- Advocacy and Advertising

Trustee Schmalz confirmed that he reviewed the policy and confirmed compliance and that there is no need to review the policy.

2019-108 -- It was moved by Trustee Schmalz and seconded by Trustee da Silva:

THAT the Board of Trustees reviewed Board Policy II 004- Advocacy and Advertising and find that the Board is in compliance. --- Carried by consensus

11 Assurance of Successful Director of Education Performance

11.1 Monitoring Reports & Vote on Compliance

12 Potential Agenda Items

12.1 Trustee Inquiry Report from the CEO

12.2 Shared Concerns

13 Announcements

13.1 Upcoming Meetings/Events (all scheduled for the Catholic Education Centre unless otherwise indicated):

13.1 Upcoming Meetings/Events (all scheduled for the Catholic Education Centre unless otherwise indicated):

- Dec 2 – Inaugural Election Chair/Vice-chair
- Dec 4 - SEAC
- Dec 6 – Spiritual Development Day
- Dec 9 – Board of Trustees' Meeting
- Dec 12 – Christmas Social (Blackshop)
- Dec 17 – Regional Chair & Council Christmas Reception
- Dec 19 – CEC Christmas Mass/Lunch

13.2 Pending Items:

13.3 Pending Items for OCSTA Consideration

14 Items for the Next Meeting Agenda

15 Adjournment – Confirm decisions made tonight.

The Recording Secretary confirmed the meeting decisions.

15.1 Move into Private, Private

2019-109 It was moved by Trustee da Silva and seconded by Trustee Reitzel:

THAT the Board of Trustees’ move into Private, Private at 7:15 p.m. --- Carried by consensus

2019-110 It was moved by Trustee Schmalz and seconded by Trustee Reitzel:

THAT the Board of Trustees’ meeting be extended one hour at 9:00 p.m. --- Carried by consensus

15.2 Move into Private, Private, Private.

2019-111 It was moved by Trustee da Silva and seconded by Trustee Price:

THAT the meeting moves into Private, Private, Private at 8:45 p.m. p.m. --- Carried by consensus

16 Closing Prayer

17 Motion to Adjourn

2019-112 It was moved by Trustee Price and seconded by Trustee Van Alphen:

THAT the meeting be now adjourned. The meeting was adjourned by consensus at 9:40 p.m.

Chair of the Board

Secretary



Board of Trustees' Annual General Meeting

A public meeting of the Board of Trustees was held on Monday, December 2, 2019 at the Catholic Education Centre.

Trustees Present:

Bill Conway, Manuel da Silva, Kevin Dupuis, Jeanne Gravelle, Wendy Price, Greg Reitzel, Brian Schmalz, Melanie Van Alphen, Tracey Weiler

Student Trustees Present:

Meghan Cymbron

Administrative Officials Present:

Loretta Notten, Jason Connolly, Maria Ivankovic, John Klein, Shesh Maharaj, Judy Merkel, Richard Olson

Special Resources For The Meeting:

Regrets:

Laura Shoemaker, Rori Schaefer

Recorder:

Alice Figueiredo, Executive Administrative Assistant

NOTE ON VOTING: Under Board by-law 5.7 all Board decisions made by consensus are deemed the equivalent of a unanimous vote. A consensus decision is therefore deemed to be a vote of 9-0. Under Board by-law 5.11 every Trustee "shall vote on all questions on which the Trustee is entitled to vote" and abstentions are not permitted.

1. Call to Order:

The Secretary of the Board called the meeting to order at 6:50 p.m.

2. Territorial Acknowledgement

The Territorial Acknowledgement was declared by Director Notten.

Amendment to the agenda: Move into Private, Private at 8.1 and 8.2 will be Motion to Adjourn

2019-113 -- It was moved by Trustee da Silva seconded by Trustee Dupuis:

THAT the agenda for Monday, December 2nd, 2019, as amended, be now approved. --- Carried by *consensus*.

3. Roll Call

All Trustees were present.

4. Declaration and Signing of Oath of Allegiance

Trustees together made their declaration and signed their Oath of Allegiance.

5. Election of the Chair

5.1 Election of the Chair

The Secretary asked for nominations for Chair of the Board. Trustee da Silva nominated Trustee Conway.

**2019-114 -- It was moved by Trustee da Silva and seconded by Trustee Dupuis:
THAT Bill Conway is nominated to be Chair of the Board of Trustees.**

The Secretary asked if there were further nominations for Chair of the Board. No further nominations were received.

Bill Conway was elected as Chair of the Board.

6. Election of the Vice-Chair

6.1 Election of the Vice-Chair

The Chair asked for nominations for Vice-chair of the Board. Trustee Price nominated Trustee Van Alphen.

**2019-115 -- It was moved by Trustee Price and seconded by Trustee da Silva:
THAT Melanie Van Alphen is nominated to be Vice-chair of the Board of Trustees.**

The Chair asked if there were further nominations for Vice-chair of the Board. No further nominations were received.

Trustee Van Alphen was elected as Vice-chair of the Board.

7. Inaugural Remarks by the Chair of the Board

Trustee Conway gave his inaugural remarks and appreciation for Father Joseph de Viveiros.

8. Motion to Adjourn

8.1 Move into Private, Private

**2019-116 It was moved by Trustee da Silva and seconded by Trustee Reitzel:
THAT the Board of Trustees' move into Private, Private at 7:00 p.m. --- Carried by consensus**

8.2 Motion to Adjourn

**2019-117-- It was moved by Trustee Weiler and seconded by Trustee Van Alphen:
THAT the meeting be now adjourned. The Meeting was adjourned by consensus at 7:45 p.m.**

Chair of the Board

Secretary



Waterloo Catholic
District School Board

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SEAC Committee Meeting Minutes

Date& Time:	Wednesday, October 2 nd , 2019, 4:00 p.m.
Location:	Board Room, St. Mary's CSS
Next Meeting:	October 30, 2019
Committee Members: Kim Murphy, John Gilbert, Frank Thoms, Tracey Weiler, Jeanne Gravelle, Irene Holdbrook, Stuart Cross; Sue Simpson	
Administrative Officials: Laura Shoemaker, Gerald Foran Regrets: John Gilbert	

1. Opening Prayer Welcome	G. Foran
2. Approval of Agenda Motion by: Jeanne Gravelle Seconded: Kim Murphy	
3. Declared Pecuniary Interest N/A	
4. Approval of the September Minutes Motion by: Jeanne Gravelle Seconded: Sue Simpson	
5. School System Operational Business 5.1. BIPSA 2019-2020 BIPSA: https://www.wcdsb.ca/wp-content/uploads/sites/36/2017/01/WCDSB-BIPSA.pdf <ul style="list-style-type: none">Beginning, Year I, of our Board's renewed three-year Board Improvement Plan for Student Achievement (BIPSA)The 2019-2020 BIPSA reflectsBIPSA informed by:<ul style="list-style-type: none">Ministry of Education priorities, curricula updates, budgets, etc.	J. Klein

- Institute for Catholic Education's (ICE) Ontario Catholic School Graduate Expectations

WCDSB's Multi-Year Strategic Plan (MYSP)

- The WCDSB BIPSA is a broad document that strives for overall increased student achievement and well-being in key areas (Catholic Community, Culture, and Caring; Numeracy; Literacy; and Pathways to Success).
- Process:
- A broad-based committee met in 2018-2019 to create this renewed BIPSA
- Input was gathered from:
 - ☐ Administrators
 - ☐ Consultants
 - ☐ Superintendents
 - ☐ Ministry "critical friends"
 - ☐ Other BIPSAs

FEATURES:

- "Call-and-response" dynamic of assessment-for-learning and responsive instruction and environment
- Collaboration at center
- Identification of specific roles
- Four pillars
- Goals, High Impact Strategies, Monitoring
- Structural and aesthetic alignment with other key WCDSB documents (*i.e.* MYSP, Pastoral Plan, & Well-Being Plan)
- Incorporates WCDSB branding updates
- Concise "placemat" format
- Rooted in WCDSB's Multi Year Strategic Plan (*i.e.* priorities, goals, actions, and key performance indicators)
- Incorporates "global competencies"
- Broader focus on equity
- Universal supports noted
- Use of marker students as part of monitoring and assessment for learning
- Experiential learning noted

SIPSA:

- Like the BIPSA, the SIPSA has a basic starting point: knowing the needs of the learner. From this, all else flows: choice of strategies, wise use of data, resource selection and use, capacity building, and monitoring)
- The SIPSA should connect to the school's Pastoral Plan
- SIPSAs are at the heart of the superintendent/principal/vice-principal/SIT dialogues
- They inform and are informed by the BIPSA and MYSP
- When collaboratively and thoughtfully created, they guide other protocols and documents as well (*i.e.* performance appraisals, budgets, monitoring by superintendents, annual growth/learning plans, *etc.*)
- SIPSAs should frame all school budget decisions including those budgets monitored and guided by parents (*i.e.* school council funds)
- The SIPSA focuses on school's *most urgent critical learning needs*
- Created by school staffs at beginning of school year
- Shared with school community and council

- September 20th Professional Activity (PA) Day

DATA SOURCES:

- Use of varied data such as:
 - ☐ EQAO
 - ☐ CCAT
 - ☐ CAT4
 - ☐ Graduation rates
 - ☐ Report card
 - ☐ OSSLT
 - ☐ Pass/Fail
 - ☐ Graduation rates
 - ☐ Resiliency survey, etc.

6. Ministry Updates (10 min)
N/A

7. SEAC Committee Functions

- Making sure IEP Checklist are sent with all the IEPs
- Laura will bring more brochures from the RSEC Conference

8. Policy Advice to the Board
N/A

9. Updates
(20 minutes)

9.1. Association Updates

- WRDSS - GO21 (Kim Murphy)



Go21-Waterloo-201
9_Poster_PRINT (2).P

- WRFN (Sue Simpson) – Camp Day and Golf Tournament were a huge success.

9.2. Trustee Updates

Tracey Weiler and Jeanne Gravelle presented September Trustee updates.

<https://www.wcdsb.ca/wcdsb-board-meeting-bulletin-september-2019/>



Catholic Parent Involvement Committee Minutes

Date:	September 24, 2019
Time:	6:00pm
Location:	Resurrection CSS
Next Meeting Dates:	Wednesday, Nov. 20, 2019 Wednesday, Jan. 15, 2020 Wednesday, Apr. 22, 2020
Committee Members	<ul style="list-style-type: none"> • Vacant (Diocesan Rep.) • Judy Merkel (Administrative Official) • Linda Gregorio • Manuel da Silva • Wendy Price (Trustee) • Brian Schmalz (alternate – Trustee) • Chris Woodcroft (Secondary Principal Rep.) • Sharon Adie (Elementary Principal Rep.) • David Perlaky (St. Benedict Elementary) • Bernadette Vanspall (Member-at-large) • Eric Vaz (Cambridge Secondary) • Andrea Visneskie (St. David Elementary)
Attendees	Manuel DaSilva, Judy Merkel, Dave Perlaky, Bernadette Vanspall, Eric Vaz, Chris Woodcroft, Diana Bumstead (recorder)
Regrets:	Sharon Adie, Denise Porter, Wendy Price, Gorette Varao-Woodman, Andrea Visneskie

TOPIC	Presenter
1. Opening Prayer & Welcome, Territorial Acknowledgment, Call for additional Agenda items <ul style="list-style-type: none"> - Meeting started at 6:30 p.m. - Bernadette added a letter from a parent at St. John's (attached) 	Judy
2. Approval of Agenda	Linda

<ul style="list-style-type: none"> - Linda moved and Bernadette seconded approval of agenda 	
<p>3. Approval of the Minutes</p> <ul style="list-style-type: none"> -Eric moved to approve, Linda seconded approval 	Linda
<p>4. Elections: Chair and vacant seats</p> <ul style="list-style-type: none"> - Judy to Ask Father Joseph to serve as Diocesan rep. - Linda offered to serve as Chair. Eric served as first, Bernadette seconded - Linda accepted role - Newswire announcement recruiting CPIC members will go out tomorrow - Some schools did not share information on CPIC vacancies and some did - Bernadette offered to serve as the Resurrection FOS rep as Patricia missed three meetings without notification - DB to put in a plug to Doyle families and any schools who have not held their CSAC meetings to find a CPIC rep. - Vacancies: Doyle elementary, St. Mary elementary, member-at-large, Secondary Kitchener and Secondary Waterloo - CPIC members have some leads and will help recruit for openings - Manuel suggested CPIC attending the last week of school events and plugging CPIC openings that are known at the end of the year or at pre-registration day for Kindergarten in September 	Judy
<p>5. Superintendent Update MYSP and Goal Setting</p> <ul style="list-style-type: none"> - 2019-20 is the first year the government has asked how much money was spent on PRO grants and requested the unspent money/ funds be returned - New Multi-Year Strategic Plan is on our board website; this is a 3-year plan, laying out our three areas of focus. New colour branding as well. CPIC is referenced in the document asking how can we support increasing parent engagement. - CPIC goal brainstorming: Linda to start a google doc to populate the goals mentioned below. More can be added. Use the same outline as MYSP (goals, actions, evidence, monitoring responsibility, timeline) - A brief brainstorming exercise took place targeting the following question - at the end of the year what would you like to see CPIC have accomplished? - Answers: <ul style="list-style-type: none"> o System needs to be better aware of the purpose of CPIC o Explore how we'll build awareness – education o Awesome communications committee o Verbiage we use (CSAC v. parent council, etc.) o Update handbook to CSAC handbook o Ideally everyone on the committee is on a subcommittee (finance, all-chairs/parent engagement, communication) and most of the work occurs in subcommittees then report back at big meeting o Greater number of attendees at our events 	Judy Chairperson

<ul style="list-style-type: none"> ○ Volunteer engagement/ retention –measure how many volunteers return each year/ succession planning and how to involve people without them necessarily sitting on a seat ○ Encourage different perspectives: Diocesan rep., student, etc. ○ Start at JK educating about CPIC ○ Better orientation of members regarding expectations <p>- CPIC decided to defer who wants to chair subcommittees until more representatives are present</p>	
<p>6. Trustee Update:</p> <ul style="list-style-type: none"> - Board bulletin - https://www.wcdsb.ca/wcdsb-board-meeting-bulletin-september-2019/ - BIPSA (Board Improvement Plan can be found in the bulletin) 	Manuel
7. Discussion Items/ Updates:	
<p>7.1 Committee Formations and Next steps:</p> <p>- deferred to next meeting</p> <p>7.2 Finance and Audit – Budget Update</p> <p>– deferred to next meeting</p> <p>7.2 Parent Engagement / Pro Grant</p> <ul style="list-style-type: none"> • CSAC Chair event occurs October 9, 2019 • It will be an opportunity to introduce CPIC members, and build relationships • Nick Foley speaks, then Chair group work follows • Takes place at St. Benedict’s Catholic Secondary School <p>7.4 Communications- (D2L Parent Engagement Site readiness and implementation)</p> <p>- deferred to next meeting</p>	Linda / Judy
<p>8.0 Other Business</p> <p>- Bernadette relayed letter provided to her from St. John CSAC re. diversity issues (attached). Members spoke to the issue</p> <p>8.1 OAPCE</p> <p>– Linda gave an update. OAPCE is asking for details on how we will promote OAPCE</p>	All
9. Gratitude and Closing Prayer:	Judy
10. Adjournment – ended at 7:42 p.m.	



Date: December 9, 2019
To: Board of Trustees
From: Director of Education
Subject: St. John Boundary Review – December update

Type of Report:

- ☐ Decision-Making
- ☐ Monitoring
- ☒ Incidental Information concerning day-to-day operations

Type of Information:

- ☐ Information for Board of Trustees Decision-Making
- ☐ Monitoring Information of Board Policy **XX XXX**
- ☒ Information only of day-to-day operational matters delegated to the CEO

Origin: (cite Education Act and/or Board Policy or other legislation)

The purpose of this report is to provide the Board of Trustees with a progress report relating to the boundary review process currently underway involving St. John, Our Lady of Lourdes, St. Nicholas, and Holy Rosary schools. Staff will be providing regular monthly reports to the Board of Trustees throughout the boundary review process which is planned to be completed by April 2020.

Policy Statement and/or Education Act/other Legislation citation:

Board Policy IV 010: Facilities/Accommodations *‘the CEO shall not ...*

2. Fail to conduct accommodation reviews process (i.e. boundary review and school closures) that is not in compliance with current Ministry of Education guidelines and directives.’

Alignment to the MYSP:

Strategic Priority: Student Engagement, Achievement, and Innovation

Strategic Direction: Foster maximum opportunity for success for all

Strategic Priority: Building Capacity to Lead, Learn and Live Authentically

Strategic Direction: Nurture the well-being of students and staff

Background/Comments:

On October 28, 2019, the Board of Trustees initiated a boundary review with the goal of reducing enrolment pressure at St. John. The boundary review includes four schools: St. John, Our Lady of Lourdes, Holy Rosary, and St. Nicholas.

Since the writing of the last update report, a Boundary Review Committee (BRC) has formed and held its first meeting on December 4, 2019 at St. John.

The BRC engaged in the following activities:



- Orientation and introductions of BRC members
- Reviewing and confirming the norms of BRC member conduct and conveying a joint responsibility for respectful and thoughtful deliberation, discussion, and contribution
- Reviewing meeting dates and expectations around BRC member attendance as well as communications
- Reviewing the BRC Terms of Reference
- Reviewing the Initial Staff Report including the recommended and alternative options
- Discussing the recommended and alternative options, and potential modifications
- Requesting additional data from staff for the next BRC meeting
- Reviewing public comments and questions received to date

The meeting was very productive and positive. In management's estimation the key issues were understood by BRC members, and the important questions were asked in terms of the potential for capital funding, grandparenting provisions, short term versus long term options for the area, neighbouring schools and their utilization rates, and supports that families may need as they transition to their new schools.

The next working BRC meeting is scheduled for December 17, 2019, followed by a public meeting at St. John School on January 20, 2020.

A report summarizing the activities of these meetings will be brought to Trustees on January 27, 2020.

Recommendation:

This report is being provided for information only.

Prepared/Reviewed By:

Loretta Notten
Director of Education

Shesh Maharaj
Executive Superintendent of Corporate Services

Lindsay Ford
Manager of Planning

*Bylaw 4.2 "where the Board of Trustees receives from the Director of Education a monitoring report that flows from a responsibility delegated to the Director under Board Policy – **except where approval is required by the Board of Trustees on a matter delegated by policy to the Board** – the minutes of the Meeting at which the Report is received shall expressly provide that the Board has received and approved of the Report as an action consistent with the authority delegated to the Director, subject in all instances to what otherwise actually occurred."





Date: December 9, 2019
To: Board of Trustees
From: Director of Education
Subject: FSL Program Update

Type of Report:

- ☐ Decision-Making
- ☐ Monitoring
- ☒ Incidental Information concerning day-to-day operations

Type of Information:

- ☐ Information for Board of Trustees Decision-Making
- ☐ Monitoring Information of Board Policy **XX XXX**
- ☒ Information only of day-to-day operational matters delegated to the CEO

Origin: (cite Education Act and/or Board Policy or other legislation)

- *A Framework for French as a Second Language in Ontario Schools, Kindergarten to Grade 12, 2013*, available at www.edu.gov.on.ca/eng/amenagement/frameworkFLS.pdf
- *The Ontario Curriculum: French as a Second Language – Core, Grades 4–8; Extended, Grades 4–8; Immersion, Grades 1–8, 2013*, available at www.edu.gov.on.ca/eng/curriculum/elementary/fsl18-2013curr.pdf
- *The Ontario Curriculum: French as a Second Language – Core, Extended, and Immersion French, Grades 9 to 12, 2014*, available at www.edu.gov.on.ca/eng/curriculum/secondary/fsl912curr2014.pdf
- APA001 Admissions to Elementary Catholic Schools – https://www.wcdsb.ca/ap_memos/PDF/APA001.pdf
- APO012 Transportation https://www.wcdsb.ca/AP_Memos/PDF/APO012.pdf

Policy Statement and/or Education Act/other Legislation citation:

- *School Effectiveness Framework (2013)*

Alignment to the MYSP:

(Indicate Priority area/strategic direction and goal(s))

Priority Area:

Student Engagement, Achievement, & Innovation

Strategic Direction: Nurture a Culture of Innovation

Goals: *Ensure classroom pedagogy and pathway opportunities are relevant and provide transferable skills for student success*

Priority Area:



Strategic Direction: *Foster maximum opportunity for success for all*

Goal: Improve Graduation Rate

Background/Comments:

English-language school Board in Ontario are required to provide students with a minimum of 600 hours of French instructional hours by the end of elementary school. In Secondary, one FSL credit (110 hours) is compulsory for the Ontario Secondary School Diploma (OSSD). A second FSL course can be counted towards the compulsory credits required for the OSSD.

The Waterloo Catholic District School Board currently offers four program options for French as a Second Language:

- Core French (offered in grades 4-12 at all sites)
- Intensive French (offered in grade 5 at 3 sites and grade 9-10 at 1 site)
- Advanced Placement (AP) and pre-AP French (offered in grades 9-12 at 2 sites and grades 9-11 at 1 site)
- French Immersion - offered in grade 1 (at 2 sites), grades 1-4 (at 1 site), and grades 1-5 (at 2 sites)

CORE FRENCH

The WCDSB offers Core French for 40 minutes per day, 5 days per week from grades 4-8 at all elementary schools. In secondary, the FSF credit is offered in every secondary school from grades 9-12.

CHALLENGES:

- The WCDSB has been increasingly impacted by the province wide FSL Labour Market shortage when staffing Core French positions

GREAT MOMENTS IN CORE FRENCH:

- In response to the ongoing FSL teacher shortage, the WCDSB participated in a pilot project in collaboration with the Ontario Labour Market Partnership Project in 2019 through which we were able to subsidize AQ courses for FSL teachers, with the goal of stabilizing or increasing French Teacher retention. Six of our French teachers benefited from this project funding.
- 95% of Grade 12 students that wrote the DELF (Diplôme d'études de langue française) in May 2019 successfully passed their exam. This exam provides students with an internationally accredited certification of language fluency that can be used when applying to universities and for International employment positions.
- 97 students from grades 4-12 participated in our Board's French Impromptu Speaking contest; nine of these students moved on to represent the WCDSB at the Provincial level.
- 83 Intermediate students from 14 different elementary schools participated in a French language outdoor education programme designed to help students persevere through simple oral interactions and more confidently engage in their learning.
- 47 Secondary students from across the WCDSB, participated in a cross-curricular bilingual programme in St Donat, Quebec.

LOOKING AHEAD:

- There will no longer be a Provincial level speaking contest offered for elementary students. We will continue to offer the opportunity at the Board level on March 10, 2020 for students in grades 4-12.
- In May 2019, we will once again provide Grade 12 students with the opportunity to write the International DELF scolaire exam at the B1 level.
- On June 2, 2020 we will offer a local outdoor education programme for up to 100 Intermediate students in which they will explore cultural aspects of French speaking communities in the Americas.



INTENSIVE FRENCH

Intensive French, also known as the Neurolinguistic Approach, is currently offered in grade 5 at 3 elementary schools: Our Lady of Fatima, St Dominic, and St Luke. It is taught for 240 minutes per day in the Intensive semester, and 200 minutes per week in the non-Intensive semester. After the Intensive French year, students re-enter the Core French stream with a higher degree of fluency.

CHALLENGES:

- Teachers are required to take a 30 hour training course on Intensive French in order to be qualified to teach this program. This becomes increasingly challenging when there is temporary staffing in place, or a frequent turn-over in staffing.

GREAT MOMENTS IN INTENSIVE FRENCH:

- Intensive French remains a popular option for Core French students at the current sites.

LOOKING AHEAD:

- The program will be phased out of Our Lady of Fatima in June 2020 as the Immersion program expands into Grade 5.
- In 2023-24 St Benedict will run its final grade 9 Intensive French course with the last cohort from Our Lady of Fatima. The following year it will begin offering the French Immersion course for the first cohort of Immersion students.
- In June 2023 Intensive French will be phased out at St Luke and St Dominic.

AP FRENCH

Pre-AP courses are being offered at St Mary's, Resurrection, and Monsignor Doyle. AP French is an accelerated program that caters to motivated students that have a passion for learning. AP courses offer college-level curricula and examinations to high school students. American and Canadian colleges and universities may grant placement and course credit to students who obtain high scores on the AP examination taken in Grade 12. The French AP (Advanced Placement) program is offered to grade 12 students at St. Mary's and Resurrection.

GREAT MOMENTS IN AP FRENCH:

- 8 Grade 12 students wrote the French AP exam in the Spring of 2019

CHALLENGES:

- At several schools, the French Department consists of only 2-3 teachers. For the program to remain sustainable, more than one teacher in the department needs to attend the AP training.
- The AP curriculum is created by the College Board and includes content that is in addition to the expectations of the Revised Ontario French Curriculum.

LOOKING AHEAD:

- The AP program at Monsignor Doyle will expand into grade 12 in 2020/21.

FRENCH IMMERSION



French Immersion is an optional regionally-based program. In addition to learning to speak French, students in the French Immersion program learn subject content in French. In the WCDSB, the French Immersion Program offers 150 minutes of French Instruction, and 150 minutes of English Instruction daily. We currently offer programs at 5 regional sites, in Grade 1 at St Luke and Holy Rosary, in Grades 1-4 at Our Lady of Fatima, and in Grades 1-5 at Sir Edgar Bauer and St Anne (Kitchener).

CHALLENGES:

- While the two-teacher model eases staffing challenges, it presents additional challenges at the school-level with scheduling planning time and itinerant planning time.
- With the increase in French Immersion sites, tracking French Immersion materials within schools is becoming increasingly difficult. In conversation with the Resource Centre, we are looking at the potential of opening a “Branch” dedicated to French Immersion materials so as to make it possible to check out materials to a specific teacher, and occasionally inventory Immersion materials.

GREAT MOMENTS IN FRENCH IMMERSION:

- Our FSL Assessment & Evaluation Committee has designed an assessment tool for use in Primary and Junior classrooms to track student progress and inform small group literacy instruction.
- Our Junior Immersion teachers are participating in a Regional Project related to helping students feel more confident, comfortable, and capable to persevere through simple oral interactions, resulting in increased student participation and engagement in their learning.
- Our English Immersion teachers are participating in a Leveled Literacy Intervention program to ensure that students reading below grade level are supported in closing the gap.

LOOKING AHEAD:

- In fall 2020 we will expand the Immersion Program to St Peter School in Cambridge. Details on adjusted boundaries can be found at <https://www.wcdsb.ca/about-us/accommodations/>
- In 2019/20 we will be phasing in Grade 6 at Sir Edgar Bauer and St Anne Kitchener, Grade 5 at Our Lady of Fatima, and Grade 2 at St Luke and Holy Rosary.
- In 2023 St David will begin to offer the FIF 1D French Immersion Credit.
- In 2024-25 St Benedict will begin to offer FIF 1D, the French Immersion Credit.

Recommendation:

This report is presented to the Board as information.

Prepared/Reviewed By: Loretta Notten, Director of Education
John Klein, Superintendent of Learning
Jennifer Kruithof, FSL Consultant

*Bylaw 4.2 “where the Board of Trustees receives from the Director of Education a monitoring report that flows from a responsibility delegated to the Director under Board Policy – **except where approval is required by the Board of Trustees on a matter delegated by policy to the Board** – the minutes of the Meeting at which the Report is received shall expressly provide that the Board has received and approved of the Report as an action consistent with the authority delegated to the Director, subject in all instances to what otherwise actually occurred.”





Date: December 9, 2019
To: Board of Trustees
From: Director of Education
Subject: Well Being Plan – Equity

Type of Report:

- ☐ Decision-Making
- ☐ Monitoring
- ☒ Incidental Information concerning day-to-day operations

Type of Information:

- ☐ Information for Board of Trustees Decision-Making
- ☐ Monitoring Information of Board Policy **XX XXX**
- ☒ Information only of day-to-day operational matters delegated to the CEO

Origin: (cite Education Act and/or Board Policy or other legislation)

Board Governance Policy I:001 Ends
Ontario Catholic School Graduate Expectations (OCSGE, 2011): [Institute for Catholic Education]

Policy Statement and/or Education Act/other Legislation citation:

Ontario's Equity and Inclusive Education Strategy (2009)
APC037: Equity and Inclusive Education Policy
Learning for All: A Guide to Effective Assessment and Instruction for All Students, K-12 (2013)
Ontario's Well-Being Strategy for Education: Discussion Document (2016)
Ontario's Equity Action Plan (2017)
APO028: Fair and Equitable Hiring and Promotions Policy

Alignment to the MYSP:

Nurturing Our Catholic Community

- Promote a culture of belonging and respect, that supports success for all:
 - Successful implementation of the WCDSB equity action plan to facilitate organizational change
 - Equitable access to learning opportunities

Background/Comments:

As a Catholic learning community, we are inspired and guided by the Gospel in our pursuit of equity and justice as a value rooted in our faith. In our Catholic/Christian tradition, we have a moral imperative to act intentionally to ensure those we serve – staff, students and communities – are treated with respect and dignity as brothers and sisters in Christ.



The Ministry of Education made a commitment to every student in the province of Ontario that regardless of 'ancestry, culture, ethnicity, gender, gender identity, language, physical and intellectual ability, race, religion, sex, sexual orientation, socio-economic status or other factors' (Equity Action Plan, p. 8), all students should be able to access the curriculum, feel safe at school, and also have a sense of belonging.

Accordingly, the Waterloo Catholic District School Board's (WCDSB) vision commits us to being the "heart of the community", offering "success for each and a place for all." In support of our vision, the current theme of our three-year pastoral plan is "Called to Belong: All of one in Christ Jesus." At WCDSB, our Equity, Diversity and Learning (EDL) Committee works to build educator capacity to serve all students and assist in removing identified barriers to success. We employ a lens of liberation theology with a strong emphasis on the social teaching of preferential option for the poor. This involves empowering students and their families to advocate for change so that they may not just survive but thrive in our school communities.

Our work is guided by the four priority areas of the Ontario Education Equity Action Plan. Some highlights in each of the areas include:

- School and classroom practices:
 - Through the work of the shared Waterloo Region Aboriginal Academic Advisory Council (WRAAAC), the First Peoples' Festival in September and the National Indigenous Day Peoples Festival in June allows students to learn about the history and current realities of the Region's First Nations, Métis and Inuit populations.
 - Indigenous lead teacher visits classrooms throughout the system to support teachers in educating about treaties and indigenous cultural practices. There are plans to install stenciled Territorial Acknowledgements in all schools this school year.
 - The second annual *Build A Dream: Young Women's Career Exploration Event* was hosted at Bingeman's Conference Centre to encourage young women to pursue careers in the trades.
 - Safe Spaces groups are operative at our secondary schools with staff advisors to support students who identify as LGBTQ or are allies. System supportive Safe Spaces retreats have been offered in late Spring this past school year and earlier this fall as well.
 - Restorative Schools Project with the support of Community Justice Initiatives (CJI) is operating in 13 schools to build capacity in resolving conflict and solidifying a school culture of respectful dialogue that breaks down barriers.
 - Culturally Responsive Resources Team (CRRT) was formed to initiate a process and procedure for choosing learning resources that are culturally responsive. This work is supported by Library Services through the Virtual Learning Commons provides resources to classroom teachers that acknowledge and celebrate diversity (E.g. Black History Month, National Indigenous Day).
 - Our summer school reach ahead credit course offered as a Student Success initiative to incoming Grade 9 students to support overall achievement and well-being continues to grow. It was successfully offered at three secondary schools this past summer with all 63 students enrolled achieving their credit.
 - Bring Your Own Device (BYOD) is in place in all schools to leverage use of technology in learning tasks. Metrics are being collected to address possible inequities in BYOD usage so that adjustments can be made to the repair and replacement of Chromebooks, for example, to ensure equitable access to devices for learning. This is aligned with our equity adjustment made to school budgets each year.
- Leadership, governance and human resource practices:
 - Implementation of our Fair and Equitable Hiring Practices policy.
 - Recent revision of Employee Workplace Harassment/Discrimination Prevention Policy.
 - Half day workshop for human resources staff and system chaplains on unconscious bias.
 - Indigenous self-identification policy allows staff to acknowledge and celebrate First Nations, Métis and Inuit identity. An extension to this initiative is Cedar Tea Socials for staff organized by our Indigenous



Lead Teacher.

- Data collection, integration and reporting:
 - Student voice is captured through the Transition survey conducted each year in late October. Results are shared with administration teams in our Family of Schools and are used to inform procedures and practices for the successful transition from elementary to secondary schools.
 - Additionally, the School Climate Survey is conducted every other year as per Ministry policy. Our most recent MDI Survey was conducted last Spring and results shared with school administration teams in September. Results from the MDI survey help inform School Improvement Plans and Well Being Plans.
 - Our “Called to Belong” Workforce Census was launched on Spiritual Development Day.
 - The census is for all staff to complete and is voluntary, anonymous and confidential
 - The purpose of the Census is to ensure we understand the demographic reality of our entire staff community.
 - This information will assist in developing plans to support a representative, equitable and healthy workplace where everyone feels a sense of belonging.
 - Ultimately, our goal is for our students to see themselves and their classmates reflected in their school experience. That is, in their curriculum, but also in the teacher, administrative and support staff who serve in our schools.
 - A high-level report will be provided to trustees at board following the data collection and analysis. Further reports will be used to inform human resource procedures for hiring, promotions, and for staff professional development and leadership training.
 - Following the completion of the workforce census, we will be embarking upon the organization of a voluntary student identity census (2020-2021) with the goal of gathering data to more intentionally measure the academic success of students who belong to more marginalized groups.
- Organizational culture change:
 - The Well-being Strategy Steering Committee has developed a plan that is mapped to our multi-year strategic plan, and aligned with our three-year Pastoral Plan, the goal of which is to demonstrate coherence across the system with regards to the intersection between equity and our Catholic values of inclusion and respect for the dignity of all. Subsequently, School Well Being Plans were developed and are being published to all school websites.
 - WCDSB hosted the Catholic partners at Anishnabeg Outreach Centre this past June as a collaboration with Indigenous partners and elders to support the ongoing work of the Truth and Reconciliation Commission (TRC). The next meeting will be hosted by the Brant Haldimand Norfolk Catholic District School Board at the Woodland Cultural Centre.
 - Dr. Marie Battiste lecture(s) entitled “Decolonizing Education: Nourishing the Learning Spirit” were hosted by WCDSB at St. Jerome’s University.
 - Spiritual Development Day includes an afternoon program dedicated to staff and student well-being that includes multiple workshops related to issues of equity.



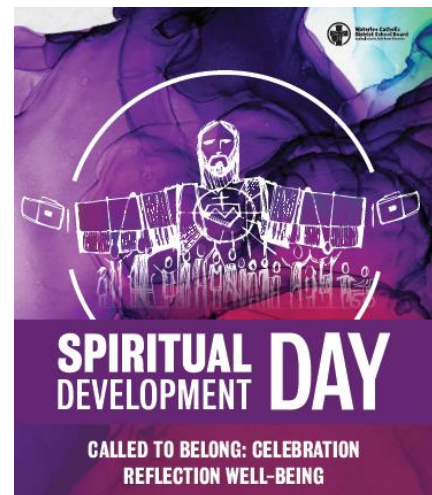


The work of equity and inclusion is nested within our Waterloo Catholic DSB Well-Being Strategy. As noted in earlier reports, our Well-Being Strategy is mapped to our larger multi-year strategic plan and our pastoral plan; therefore, our most recent Spiritual Development Day which celebrates the culmination of a year of reflections and activities on the theme of *Called to Belong*, hosted an afternoon focused on well-being. These included the following focus on equity:

- Interactive workshop sessions on addressing unconscious bias are being offered at all five secondary schools by the organization *unlearn*
- Storytelling sessions that help participants come to greater understanding of the multiple intersectionalities that inform identity and a sense of belonging for newcomers and those from ethnic and culturally diverse backgrounds
- Guest speaker, Michael Jacques, who has autism and an intellectual disability, shares his journey through public school and the subsequent publishing of his book, *Can't Read, Can't Write, Here's My Book*
- Two workshops addressing how staff can support LGBTQ+ students in Catholic Schools

The alignment of our system goals seeks to eliminate barriers, including those that emerge with complex intersectionality's such as when physical and/or intellectual ability are combined with race, or socio-economic status. At WCDSB we are committed to continuing the work of making sure that all students are served, especially those who have traditionally had difficulty accessing the curriculum and achieving academic success. Three examples of support include:

1. Two Student Success Consultants (SSC) support Grade 7/8 students in negotiating a successful transition from elementary to secondary school, especially those students who are achieving below provincial standards of achievement and who may be immersed in in-risk situations. SSCs also have been trained in restorative justice practices and employ these skills in healing damaged relationships that become barriers to well-being and student achievement.
2. Universal Design for Learning (UDL) strategies are being supported and promoted through the Student Support Services department. UDL supports our goal of providing equity of learning opportunities for all students as '*what is good for one learner is good for all learners*'.
3. Through the work of our WCDSB Re-Engagement Committee, disengaged or early-leaver students are contacted, supported, and encouraged in a variety of ways and with a variety of strategies so that they can successfully complete their Ontario Secondary School Diploma (OSSD) within four or five years.
4. Finally, the St. Louis Learning Centre continues to serve diverse learners of varied ages and life experiences. Year 4 or 5 secondary students who require an alternate setting with a flexible schedule, different than our regular day schools, continue to be well-served both to achieving the OSSD. Additionally, adult learners are able to receive certifications that create for them opportunities to secure employment.



In Summary:

"Diversity is having a seat at the table, inclusion is having a voice, and belonging is having that voice heard. Only with belonging is diversity realized." – Liz Fosslien

With the harmonization of several working committees and planning tables – equity, well-being, pastoral – we continue to work together to achieve our goal of removing barriers to student success and well-being in Waterloo Catholic.

As stated in Ontario's Well-Being Strategy for Education: "Supporting equity and inclusive education helps the education community identify and remove discriminatory biases and systemic barriers in order to support student achievement and well-being. Research confirms that students who feel welcome and accepted in their schools are more likely to succeed academically. In fact, everyone in our publicly funded education system – regardless of background or personal circumstances – should feel engaged and included." (page 6) At WCDSB, our core Catholic values are strongly congruent with the goals of the well-being strategy. We value the dignity of all learners and work to ensure that everyone feels welcomed, included and has opportunity to experience academic success.

Recommendation:

The report is for the information of the Board.

Prepared/Reviewed By: Loretta Notten
Director of Education

Richard Olson
Superintendent of Learning

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Date: December 9, 2019
To: Board of Trustees
From: Director of Education
Subject: Revised Estimates – Impacts on Approved Budget

Type of Report:

- ☐ Decision-Making
- ☐ Monitoring
- ☒ Incidental Information concerning day-to-day operations

Type of Information:

- ☐ Information for Board of Trustees Decision-Making
- ☐ Monitoring Information of Board Policy
- ☒ Information only of day-to-day operational matters delegated to the CEO

Origin: (cite Education Act and/or Board Policy or other legislation)

This report provides Trustees with information on changes made to the approved budget as a result of enrolment changes and operational needs.

Policy Statement and/or Education Act/other Legislation citation:

[2019: SB20 "2019-20 Revised Estimates \(District School Boards\)"](#)

Alignment to the MYSP:

Priority: Student Achievement and Innovation

Strategic Direction: Foster maximum opportunity and success for all

Background/Comments:

Revised estimates of revenue and expenditures have been prepared using actual enrolment as at October 31, 2019 and a revised projection for March 31, 2020.

Overall enrolment has decreased by 37 students as compared to the estimate of enrolment used to calculate revenues in June 2019. The decrease in enrolment is attributed to specific families moving out of Region and to an adjustment in the number of international students expected in September 2019.

Revenue impacts from the reduction in enrolment have been offset by an increase in English as a Second Language grants.

Adjustments to staffing levels and budgets have been made where necessary to meet operational needs, collective agreement requirements, and legislative provisions.



A material reduction to the estimated expense for Employee Life Health Trust (ELHT) benefits was incorporated into the revised budget based on information received from the Ministry of Education. Other notable changes included added expenses for portable rentals, technology contracts, and software fees.

A balanced revised estimates budget will be filed with the Ministry of Education on or before December 13, 2019 based on the changes outlined below.

Enrolment changes:

	2019-2020 Estimates	2019-2020 Revised Estimates	Change
Elementary	16,900	16,841	(60)
Secondary	6,775	6,798	23
Difference	23,675	23,639	(37)

Changes to budget:

Revenue Adjustments		
Reduced enrolment - GSN	\$ (365,000)	
Additional ESL funding	385,000	
Other revenue adjustments	224,000	
Total Revenue Adjustments		\$ 244,000
Expense Adjustments		
Additional teaching staff	\$ 159,629	
Additional vice principals	97,538	
Other staffing	90,955	
Reduction to ELHT budget	(591,846)	
Revised contracts, portable rentals/movement	293,200	
Other operational budget changes	194,524	
Total Expense Adjustments		244,000
2019-2020 Revised Estimates Submission – December 2019	\$	-

The budget will be monitored throughout the year. Consistent with the requirements of Board Policy IV 008 “Financial Conditions and Activities”, interim financial reports will be prepared and presented to Trustees on a quarterly basis.

Recommendation:

That the Board of Trustees receive this report as information.

Prepared/Reviewed By: Loretta Notten
Director of Education

Shesh Maharaj
Executive Superintendent of Corporate Services

Laura Isaac
Senior Manager of Financial Services

Renée King
Manager of Budget

*Bylaw 4.2 “where the Board of Trustees receives from the Director of Education a monitoring report that flows from a responsibility delegated to the Director under Board Policy – **except where approval is required by the Board of Trustees on a matter delegated by policy to the Board** – the minutes of the Meeting at which the Report is received shall expressly provide that the Board has received and approved of the Report as an action consistent with the authority delegated to the Director, subject in all instances to what otherwise actually occurred.”





Date: December 9, 2019
To: Board of Trustees
From: Director of Education
Subject: Annual Report on Accumulated Surpluses

Type of Report:

- ☒ Decision-Making
- ☐ Monitoring
- ☐ Incidental Information concerning day-to-day operations

Type of Information:

- ☒ Information for Board of Trustees Decision-Making
- ☒ Monitoring Information-Board Policy IV 008 "Financial Conditions and Activities"
- ☐ Information only of day-to-day operational matters delegated to the CEO

Origin: (cite Education Act and/or Board Policy or other legislation)

Board Policy IV 008 allows the CEO to use only those amounts from accumulated surpluses that have been approved in advance by the Board of Trustees. This report is being presented to Trustees to request the use of certain reserves for operational and capital requirements.

Policy Statement and/or Education Act/other Legislation citation:

Board Policy IV 008 "Financial Conditions and Activities"

"...the CEO shall not:...

2. Use any reserves"

Alignment to the MYSP:

Priority: Student Achievement and Innovation

Strategic Direction: Foster maximum opportunity and success for all

Background/Comments:

Accumulated surpluses are amounts held by the school board that have resulted from surpluses in prior years where no external restrictions have been imposed on their use. Some amounts have been apportioned internally for specific uses, while others are general in nature.

For purposes of policy monitoring, the terms accumulated surplus and reserve are used interchangeably.

Surpluses up to 1% of operating revenues can be used at the discretion of the Board of Trustees without requiring ministerial consent.



Accumulated Surplus Balances

1. WSIB: \$460,191

This reserve is used by an outside agency to settle WSIB obligations on our behalf. The balance fluctuates depending on needs and level of replenishment. A budget of \$602,274 has been approved in contributions to the account for the year. The actuarially determined obligation for our WSIB claims at August 31, 2019 is \$2,916,518. Since the balance in this account fluctuates, administration would like full access to the balance to service our WSIB obligations. While it is unexpected that the WSIB surplus of \$460,191 will not be drawn down, management is requesting access to the full amount to service related costs as required.

2. Operating/Working Funds: \$2,894,663

This is a general surplus without internal or external restrictions. There is no request for the use of these funds.

3. Technology Renewal: \$1,200,000

This amount was set aside to replace the Board's HRIS and Payroll system in the future (\$500,000) and to support infrastructure upgrades as required (\$700,000) by the ITS department. Given the reductions to IT budgets as part of the 2019-20 budget process, access to technology funds up to \$700,000 is being requested. The HRIS and Payroll system upgrade will not take place during 2019-20.

4. Insurance: \$150,000

The insurance surplus was set aside to manage the deductibles related to multiple incidences of property damage where available operating budget dollars are insufficient. There is no request to use these funds.

5. Early Learning Resources: \$1,075,688

This surplus was set up to provision for future resource and staffing needs related to the Extended Day Program. A request for the full use of these surpluses can be found at the end of this report.

6. Administrative Capital: \$715,385

This reserve was set up in order to provision for future administrative capital needs. The Ministry of Education does not provide dedicated funding for renewal or replacement of administrative buildings. Administrative GSN revenues in excess of expenses can be used to support administrative capital requirements. Renovations to the CEC commenced during 2018-2019 and will conclude in 2019-2020. A request for the full use of these resources can be found at the end of this report.

7. Local Priority Funds: \$33,421

This amount represents unspent LPF grants. Management will work with the employee groups eligible for these funds and will develop a plan for use.



Recommendation:

1. That the CEO be given permission to use up to \$460,191 from the WSIB surplus to service WSIB related costs.
2. That the CEO be given permission to use up to \$700,000 from the Technology Renewal surplus to support investment into IT infrastructure.
3. That the CEO be given permission to use up to \$1,075,688 from the Early Learning Resources surplus to purchase resources and support staffing costs as needed.
4. That the CEO be given permission to use up to \$715,385 from the Administrative Capital surplus to renovate Board Administrative buildings.
5. That the CEO be given permission to use up to \$33,421 from the Local Priority Fund surplus to offset related costs.

Prepared/Reviewed By:

Loretta Notten
Director of Education

Shesh Maharaj
Executive Superintendent of Corporate Services

Laura Isaac
Senior Manager, Financial Services

*Bylaw 4.2 “where the Board of Trustees receives from the Director of Education a monitoring report that flows from a responsibility delegated to the Director under Board Policy – **except where approval is required by the Board of Trustees on a matter delegated by policy to the Board** – the minutes of the Meeting at which the Report is received shall expressly provide that the Board has received and approved of the Report as an action consistent with the authority delegated to the Director, subject in all instances to what otherwise actually occurred.”





Date: December 09, 2019
To: Board of Trustees
From: Director of Education
Subject: Director's Annual Report

Type of Report:

- ☐ Decision-Making
- ☐ Monitoring
- ☒ Incidental Information concerning day-to-day operations

Type of Information:

- ☐ Information for Board of Trustees Decision-Making
- ☐ Monitoring Information of Board Policy **IV 012**
- ☒ Information only of day-to-day operational matters delegated to the CEO

Origin: (cite Education Act and/or Board Policy or other legislation)

Executive Limitation IV 012 Communication to Board
Multi-Year Strategic Plan

Policy Statement and/or Education Act/other Legislation citation:

Education Act Section 283(3)
Multi-Year Strategic Planning A Guide for School Board Trustees
Policy 1 001 Ends
Policy IV 013 Leadership

Alignment to the MYSP:

Strategic Priority: Nurturing Our Catholic Community

Strategic Priority: Student Engagement, Achievement and Innovation

Strategic Priority: Building Capacity to Lead, Learn and Live Authentically

Background/Comments:

The Multi-Year Strategic Plan provides the roadmap for the staff of Waterloo Catholic District School Board and proclaims to the broader community our goals and aspirations.

Per Section 283(3) of The Education Act, the Director of Education will submit an Annual Report at the first Board meeting of December of each year reporting on the progress of the Board against the stated goals.

As was reflected when the June 2019 Report Card brought to board on the Multi-Year Strategic Plan 2018-2021, there has been strong progress against each of our six strategic directions, within our three priority areas.



There are many points of celebration and there was direction as to how the work of Waterloo Catholic had to continue to evolve to remain relevant and responsive to our students and stakeholders. We can be most proud that our Vision and Mission which is firmly rooted in our faith and gospel values, is perhaps recognized as our strongest or most clearly affirmed indicator. Rather than identify individual points of celebration and accomplishment, the Annual Report will provide those highlights.

The report takes a primarily electronic format this year – which is to say – while there will be a limited number of hard copy versions of the report, (and distributed at the Dec 9th Board meeting), the primary design was intended for web presentation, and the hope is that the points of celebration will be seen equally strongly in word and picture. The Annual Report will be available at: <https://annual.wcdsb.ca>

We are tremendously proud of the accomplishments of our staff and students, and the vibrant connection that exists between home, parish and school. The report will be presented at the Board meeting and posted to our corporate website shortly thereafter. At Waterloo Catholic we are Heart of the Community, providing Success for Each and a Place for All.

Recommendation:

That the Board accept this report indicating compliance with our obligations under Section 282(3) of The Education Act.

Prepared/Reviewed By: Loretta Notten
Director of Education

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Date: December 9, 2019
To: Board of Trustees
From: Chair of the Board
Subject: Chair's Report for December 2019

Type of Report: ☒ Incidental Information
Type of Information: ☒ Information only of the activities of the Board Chair

Policy Statement and/or Education Act/other Legislation citation:

Policy I 001 Ends
Policy II 003 Board Job Description
Policy II 004 Advocacy and Advertising

Background/Comments:

The following are highlights of the chair's activity during the month of December 2019

- Attended United Way Waterloo Region Holiday Open House (Dec. 3)
- Attended CSAC Chair event, speaker Nick Foley (Dec. 3)
- Attended St. John Boundary Review Meeting #1 (Dec. 4)
- Attended Equity: Building Capacity for LGBTQI2S+ Students Workshop at St. Benedict (Dec 6)
- Attending SAC Unity Conference lunch at St. Jerome's University (Dec. 10)
- Attending Pastoral committee event stuffing stockings in St. Jacob's (Dec. 11)
- Attending Trustee/Senior Staff Christmas Social (Dec. 12)
- Attending MPP Laura Mae Lindo Holiday Open House (Dec. 13)
- Attending Board Self-Assessment Review Committee meeting (Dec. 16)
- Attending Regional Chair & Council's Christmas Reception (Dec. 17)
- Attending St. John Boundary Review Meeting #2 (Dec. 17)
- Attending St. Gabriel Christmas Dinner (Dec. 18)
- Attending CEC Christmas Mass & Lunch (Dec. 19)

Recommendation:

This report is for the information of the Board.

Prepared/Reviewed By: Bill Conway. Chair of the Board

*Bylaw 5.2 "where the Board of Trustees receives from the Director of Education a monitoring report that flows from a responsibility delegated to the Director under Board Policy – **except where approval is required by the Board of Trustees on a matter delegated by policy to the Board** – the minutes of the Meeting at which the Report is received shall expressly provide that the Board has received and approved of the Report as an action consistent with the authority delegated to the Director, subject in all instances to what otherwise actually occurred."





Ontario Catholic School
Trustees' Association

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Beverley Eckensweiler, *President*
Michelle Griepsma, *Vice President*
Nick Milanetti, *Executive Director*

November 21, 2019

MEMORANDUM

TO: Chairpersons and Directors of Education
- All Catholic District School Boards
OCSTA Directors

FROM: Stephen Andrews, Director of Legislative and Political Affairs

SUBJECT: Education Accessibility Standards Working Group Update

As you are aware, in 2017 the previous government established a working group to assist in the development of an accessibility regulation under the *Accessibility for Ontarians with Disabilities Act, 2005* (“AODA”). The group is called “K-12 Education Standards Development Committee” (“Working Group”). In the summer of 2019 the new government, under the direction of the Minister for Seniors and Accessibility, relaunched the working group with a shortened timeframe to make recommendations by June 2020.

The mandate of the Working Group is to develop recommendations for an education accessibility standard that would apply to every school board in the province. Specifically, the committee will develop recommendations that address barriers to accessible education for all students in publicly funded schools, considering all grades from kindergarten through secondary school. The following are priority areas for the committee:

- Attitudes, behaviours, perceptions and assumptions in respect of students with disabilities;
- Awareness and training;
- Assessment, curriculum and instruction;
- Digital learning and technology;
- Organizational barriers;
- Social barriers;
- Physical and architectural barriers.

The committee could recommend, for example, that all boards ensure students have access to adaptive technology and specialized supports for their learning needs. In addition, the exclusion of students with behavioural disabilities may be subject to new rules. Teacher professional development in the use of accessibility technologies may also form part of the committee’s recommendations.

Chair and Participants of the Working Group

The working group is comprised of several groups of education and disability rights stakeholders and is Chaired by Lynn Ziraldo, former Executive Director of the Learning Disabilities Association of York Region. I was appointed to this Working Group by the Minister to represent OCSTA. In addition, recently retired Dufferin Peel CDSB Associate Director Sheila McWatters and retired Huron Superior CDSB Director Jack Stadnyk were also appointed to the Working Group as well as Ben Smith, a former Student Trustee with the York Catholic District School Board (a full list is included in the attached appendix).

Several staff from the Accessibility Directorate and the Ministry of Education support the working group.

Mandate and Deliverables

The Working Group held its first meeting on November 12, 2019 to discuss the mandate, revised process and work plan of the group. The Working Group will meet every two months to debate and vote on recommendations in the priority barrier areas listed above. The group is then to prepare preliminary recommendations for an education accessibility standard or regulation for consideration by the Minister for Seniors and Accessibility by June 2020.

Next Steps

The next meeting of the Working Group is scheduled for early January 2020 where OCSTA will be present to participate in committee discussions and voting on the recommendations tabled. Once a draft report is completed, OCSTA will share it with our membership for feedback.

We would encourage boards to send any issues and concerns about an education accessibility standard to OCSTA.

If you have any questions, please do not hesitate to contact me at sandrews@ocsta.on.ca.

Attachment

From: OCSTA - Connie DeMelo [<mailto:CDeMelo@ocsta.on.ca>]
Sent: Wednesday, November 27, 2019 1:27 PM
To: OCSTA - Connie DeMelo <CDeMelo@ocsta.on.ca>
Subject: OCSTA: Bishop Barron's Daily Advent Gospel Reflections 2019

TO: All Catholic School Trustees
OCSTA Staff

CC: Directors of Education
Board Secretaries & Administrative Assistants

Advent: a time of waiting. This coming Sunday marks the first Sunday of Advent. We wait in hope and prepare ourselves to welcome Jesus with great joy.

This year to assist you in the celebration of Advent, you are invited to click on the following link to subscribe to free daily Gospel Reflections by Bishop Robert Barron: <https://adventreflections.com/>.

May you find these reflections helpful as you journey through this holy season.

Rejoice! Rejoice! Emmanuel shall come to you.



CONNIE ARAUJO-DE MELO | Ontario Catholic School Trustees' Association | 1804-20 Eglinton Avenue West, Box 2064, Toronto, ON M4R 1K8 | t 416-932-9460 ext. 226

CATHOLIC EDUCATION: Igniting Hope

TO: Trustees, Directors of Education and Student Trustees
- All Catholic District School Boards

CC: Board Secretaries and Administrative Assistants
- All Catholic District School Boards
OCSTA Staff

2020 Catholic
Trustees Seminar



We are happy to report that final details have been confirmed for the 2020 Catholic Trustees Seminar in January!!! Click [here](https://www.ocsta.on.ca/events/2020-catholic-trustees-seminar/) to view the updated program. Please note that the topic for Workshop #2 has been changed to a panel discussion on Conflict of Interest, Code of Conduct and Role of the Integrity Commissioner. Panelists on this panel discussion include Moderator Carol Cotton, OCSTA Director and Trustee (York CDSB); Integrity Commissioner, Sandhya Kohli; and lawyer, Sheila MacKinnon.

The early bird registration deadline of November 30, 2019 is quickly approaching and you don't want to miss this opportunity to attend what promises to be an interesting and noteworthy Seminar. Click the link below to register today.

<https://www.ocsta.on.ca/events/2020-catholic-trustees-seminar/>

We look forward to seeing you in January!!!



Thank you,



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Beverley Eckensweiler, *President*
Michelle Griepsma, *Vice President*
Nick Milanetti, *Executive Director*

November 25, 2019

We are writing with regard to yesterday's editorial and the actions of a single member of the Toronto Catholic District School Board during discussion on their recently approved Code of Conduct Policy. We do so as representatives of the 237 locally elected Catholic School Trustees in the Province of Ontario.

Like their predecessors, these men and women give generously of their time and self to individually and collectively model Gospel values and enhance the integrity of publicly funded Catholic Education. Most regrettably, the actions of one of our colleagues failed to meet the high standard of behaviour and good example expected of and provided by Catholic Trustees throughout Ontario. The actions were unacceptable, hurtful and completely inappropriate. We without reservation repudiate them.

Throughout their history, Catholic School Boards have implemented legislation, Ministry of Education regulation and requirements under the Ontario Human Rights Code. They have done so through the lens of the teachings of our faith, respectful of our denominational rights and in ways that respond to the needs of all of the students our Catholic Schools serve. In this regard we echo the statement released by the Chair and Director of Education of the Toronto Catholic District School Board in which they affirm their system's commitment to "respect and treat others fairly, regardless of race, ancestry, place of origin, colour, ethnic origin, creed, sex, gender identity, gender expression, sexual orientation, age, marital status, family status or disability".

For over 175 years the graduates of Catholic Schools, like those in Ontario's other publicly funded school systems, have helped shape the wonderful province and country we live in. The structure of education in Ontario has led our Province to provide one of the highest qualities of learning in the world.

Bev Eckensweiler
President

Michelle Griepsma
Vice President

Patrick Daly
Past President

Executive Committee
Ontario Catholic School Trustees' Association
416-932-9460



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Beverley Eckensweiler, *President*
Michelle Griepsma, *Vice President*
Nick Milanetti, *Executive Director*

November 22, 2019

MEMORANDUM

TO: Chairpersons and Directors of Education
- All Catholic District School Boards

FROM: Nick Milanetti, Executive Director

SUBJECT: Topics for Discussion at Regional Meetings at 2020 Catholic Trustees Seminar

OCSTA's Regional Meetings serve as timely opportunities to consult with members on issues that are local or province-wide priorities for school boards or at the forefront of the government's agenda.

In preparation for the upcoming Regional Meetings, taking place at OCSTA's Catholic Trustees Seminar in January 2020, CDSBs are asked to come prepared to discuss the following topics:

1. Please identify and share approaches and strategies adopted by your board to combat global warming and climate change. Examples can include strategies adopted board-wide to reduce greenhouse emissions and waste, or innovative efforts incorporated into boards' facilities design and management to achieve higher energy efficiencies.
2. School boards face growing financial pressures due to the current moratorium on consolidating underutilized schools. The pupil accommodation review process (PARG) for boards was recently changed to require boards assess the impact of accommodation options on communities, student well-being, programming and school board resources. The new process also requires boards to explore at least three accommodation options and to provide more public input over an extended period of time. Please identify your concerns and advocacy priorities regarding the current moratorium on school consolidation and the PARG process.
3. School boards have experienced changes in funding in the area of mathematics. How has your board continued emphasis on mathematics, and what are some best practices that you would like to share in implementing the Focusing on the Fundamentals of Math Strategy?
4. Please identify a local issue for discussion.

Each Regional Meeting will provide an opportunity to discuss the perspectives of CDSBs on these important topics. It is recommended that the perspectives of each board be discussed/prepared, prior to the Regional Meetings.



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Beverley Eckensweiler, *President*
Michelle Griepsma, *Vice President*
Nick Milanetti, *Executive Director*

October 2, 2019

MEMORANDUM

TO: Chairpersons and Directors of Education
- All Catholic District School Boards

FROM: Sharon McMillan, Director of Communications

SUBJECT: 2019 OCSTA Short Video Contest for CDSB Students

Call for Submissions

OCSTA is pleased to announce the call for submissions for the Association's 2019 short-video contest for students in grades 4 through 12 at Ontario's publicly funded Catholic schools. This year's theme is:



In Pope Francis' post-synodal exhortation – *Christus Vivi* – the Holy Father states:

“Christ is alive! He is our hope, and in a wonderful way he brings youth to our world, and everything he touches becomes young, new, full of life.”

We are a people of hope and that hope is rooted in the love of Jesus Christ. This year we invite Catholic school students to create 2-minute videos to help communities across Ontario to see and experience how that hope is brought to life in Catholic schools.

...Continue

Submission Guidelines and Form

The contest is open to all students in grades 4–12 at Ontario’s publicly funded Catholic schools.

Students are invited to prepare a 2-minute video that shows how Catholic schools are places where young people encounter the Holy Spirit and ignite hope through the love of Christ.

The video should be uploaded to YouTube where it can be viewed and evaluated for the contest. The unique URL (web address) created by YouTube when a video file is uploaded, is to be recorded on the OCSTA short-video contest submission form.

The submission deadline is **December 10, 2019**. The submission form is attached but can also be downloaded from the OCSTA website (<https://www.ocsta.on.ca/about-ocsta/2019-short-video-contest/>).

Prizes:

First Place:	\$300 Best Buy Gift Certificate
Second Place:	\$150 Best Buy Gift Certificate
Third Place:	\$100 Indigo Gift Certificate

1st, 2nd and 3rd place prizes will be awarded at both the elementary and secondary panels.

We thank the students, teachers and trustees of all CDSBs for their support of this contest, which celebrates Catholic education in Ontario.

*For more information, please contact Sharon McMillan, Director of Communications, OCSTA
416-932-9460 / smcmillan@ocsta.on.ca*



Ontario Catholic School
Trustees' Association

“Igniting Hope” 2019 Short Video Contest Submission and Consent Form

*****Video submission is to be no longer than 2 minutes*****

DEADLINE FOR SUBMISSION: DECEMBER 10, 2019

Submission Title: _____

Video URL/web address on YouTube (required – please print or type CLEARLY)

Email (required) _____

First & Last Name _____

Are you the representative for a group entry? Yes _____ No _____

Telephone number _____

FULL School Name _____

FULL School Address _____

Catholic District School Board Name _____

NOTE: Separate consent forms are to be completed by the Parent/Guardian of each student featured in the video submission. If completed consent forms are already on file at the Catholic school board, an additional form is not needed.

1. USE OF STUDENT IMAGE/VOICE/WORKS

Name of Student: (Please Print)

Name of School:

I hereby give my consent to the Ontario Catholic School Trustees' Association to use video recordings of my child's image/voice/works in promotion of education, corporate related activities, and media reports, including: internet/intranet sites that the Association has ownership and control over, publications including Association newsletters, public service announcements (televised and print), news reports and feature stories, public awareness efforts, marketing and advertising, and other related materials.

Continued...

In addition, I waive all claims to compensation or damages based on the use of his/her image/voice/works by the Association. I also waive any right to inspect or approve the finished photographs/video/audio/works.

☐ **I consent** to the above use of my child's image/voice/works

2. MEDIA RELEASE CONSENT

The Ontario Catholic School Trustees' Association cooperates with media organizations, within reason, to encourage the celebration of Catholic Education, school achievements, sharing information about students and staff and their work and to report newsworthy events. This will only be permitted with your consent.

☐ **I consent** to the above Media Release

Name of Parent/Guardian/Adult Student (Please Print) _____

Signature of Parent/Guardian/Adult Student: _____

Date: _____

Please email completed submission form to: acabral@ocsta.on.ca .

If you have any questions or concerns, please contact Sharon McMillan at the Ontario Catholic School Trustees' Association (OCSTA) at (416) 932-9460. Please note that all of Ontario's Catholic District School Boards are members of the OCSTA.

Thank you.



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Beverley Eckensweiler, *President*
Michelle Griepsma, *Vice President*
Nick Milanetti, *Executive Director*

November 29, 2019

MEMORANDUM

TO: Chairpersons and Directors of Education
- All Catholic District School Boards

FROM: Beverley Eckensweiler, President

SUBJECT: Ministry of Education Review of Bullying Policies

On Wednesday November 27, 2019, the Minister of Education announced five new measures with the intent to prevent bullying in Ontario schools. The Ministry's objective is to improve student safety and well-being.

The measures include:

1. Establish an advisory position to the Minister of Education on bullying prevention with PC MPP Christina Mitas as the advisor;
2. Conduct a province-wide survey of students regarding their experiences with bullying;
3. Expand training for educators in anti-bullying and de-escalation actions;
4. Conduct a review of school reporting practices on bullying;
5. Institute a review of the definition of bullying in ministry policies to ensure it reflects today's realities.

The advisor on bullying prevention will consult with education stakeholders and provide short-term and long-term strategies in an effort to better manage bullying, while ensuring students have the resources and supports to ensure their safety and well-being.

Next Steps

OCSTA will consult with our members to develop a "best practices" resource document on bullying prevention to share with the bullying prevention advisor, MPP Christina Mitas, and senior officials within the Ministry of Education.

We would respectfully ask that you send any examples of success your board has with bullying prevention and management to Steve Andrews at sandrews@ocsta.on.ca.



Number: I 001

Subject: Ends

Approval Date: September 2, 2008

Effective Date: September 2, 2008

Revised: May 31, 2010; November 29, 2010; January 27, 2014, February 23, 2015, February 26, 2018

Policy Statement:

In a policy governance model, “ends statements” act as guiding principles that will lead us to our preferred future as a system. On behalf of the Catholic ratepayers of Waterloo Region and, in part under its duties as a Board under Section 169.1 of the Education Act and Regulations, as well as at a justifiable use of government and community resources, the WCDSB will create, implement and monitor a multi-year strategic plan that ensures – via the Director of Education – the Board acts responsibly to ensure learners achieve their fullest potential in learning communities that are a living experience of Catholic faith.

Heart of the Community:

Our schools are heart of the community:

- I. When faith practice is integrated into the daily lives of our students as members of their school community,
- II. When they have the knowledge of the history, and regular experiences with, the values, doctrines and social justice imperatives of the Catholic faith,
- III. When they are contributors to society, dedicated to the common good and,
- IV. When all are included, welcomed, cared for, respected, and treated with dignity in invitational learning environments that help every student fully utilize their unique gifts while meeting their individual spiritual, physical, learning and/or emotional needs.

Success for Each:

We create the conditions for success for our students by knowing our students, knowing our staff and doing what matters.

Our students achieve academic success:

- I. When given the necessary supports to work to their highest level of ability,
- II. When they have the knowledge, skills and confidence to pursue their desired career and life paths and,
- III. When they are prepared for the challenges and opportunities of an ever-changing world that demands a diverse skill set as well as a broad social conscience aligned with our Catholic values and, IV. When they meet the Ontario Catholic Schools Graduate Expectations.

We Create **A Place for All:**

When our schools, system departments, processes and policies reflect our belief that students deserve the best programs, delivered by well-prepared staff who are supported in their professional learning. Our schools will be supported in this by a strategic plan that includes processes whereby:

- I. WCDSB school and system initiatives are monitored through ongoing internal and external assessment measures to ensure students are learning at their highest possible level of achievement through programming that meets their individual learning needs, spiritual needs and learning styles and
- II. When all WCDSB departments are held to the highest standards through periodic external reviews to ensure the Board meets its financial and legal obligations to its employees, the Ministry of Education and its ratepayers.

Monitoring would take place on an ongoing basis but more formally in the June of each year, as the Multi-year Strategic Plan is monitored along with CEO Performance.



Number: II 005
Subject: Consultation

Approval Date: September 29, 2008
Effective Date: September 29, 2008
Revised: May 31, 2010, February 28, 2011, May 27, 2013

Policy Statement:

The Board of Trustees values a culture that holds consultation at its core. Consultation occurs to gain different perspectives. We believe that meaningful consultation is planned, purposeful, and equitable and that it contributes to enhanced decision making. Consultation occurs because the views and experiences of our owners, stakeholders and other partners in Catholic education are valued and inform the work of the board.

1. The Board of Trustees and associated advisory committees will confirm that meaningful consultation occurs on matters of importance that affect the WCDSB. Matters of importance shall include but not be limited to:
 - a. Establishment or amendment of Board policies affecting one or more groups.
 - b. Matters which specifically require a board decision.
2. Consultation may be formal or informal.
3. All consultations will provide feedback to participant groups/individuals