

Durham Catholic District School Board
Catholic Education: Learning & Living in Faith



REGULAR BOARD MEETING

AGENDA

Monday, December 18, 2017
7:30 p.m.

Catholic Education Centre



Catholic Education Centre, 650 Rossland Road West, Oshawa, Ontario L1J 7C4
Main Telephone Number: (905) 576-6150; Toll Free: 1-877-482-0722
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Durham Catholic District School Board

REGULAR BOARD MEETING

Monday, December 18, 2017

Open Session 7:30 p.m.

Durham Catholic District School Catholic Education Centre
650 Rossland Road West, Oshawa, L1J 7C4

OPEN SESSION AGENDA

A.	<u>CALL TO ORDER</u>	<u>Page</u>
a.1	Motion to Move In Camera (6:30p.m.)	
a.2	National Anthem (7:30 p.m.)	Notre Dame Catholic Secondary Choir
a.3	Acknowledgement of Traditional Territory	
a.4	Memorials and Prayer	Student Trustees
a.5	Roll Call and Apologies	
B.	<u>APPROVAL OF AGENDA</u>	
b.1	Changes to printed agenda	
b.2	Approval of Agenda	
C.	<u>ANNOUNCEMENTS</u>	
c.1	Announcement from the In Camera Session of the Board Meeting	
c.2	Hurricane Relief Recognition	
D.	<u>NOTICES OF MOTIONS</u>	
E.	<u>DECLARATIONS OF INTEREST</u>	
e.1	Declaration of conflict of interest	
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f.3	Approval and Signing of Minutes of the Open Session of the Inaugural Board Meeting of December 4, 2017	17
f.4	Business Arising from the Open Session of the Inaugural Board Meeting of December 4, 2017	
f.5	Approval and Signing of Minutes of the Open Session of the Special Board Meeting of December 6, 2017	25
f.6	Business Arising from the Open Session of the Special Board Meeting of December 6, 2017	

G. PRESENTATION

- g.1 Community Innovation Lab – Bob Camozzi, Superintendent of Education
- g.2 Year of Service Update – Rosemary Leclair, Superintendent of Education
- g.3 Annual Chief Financial Overview – Ryan Putnam, Superintendent of Business and Chief Financial Officer

H. DELEGATION

I. CONSIDERATION OF MOTION

- i.1 Motion to be read in Open Session from the In Camera Session of the Board Meeting of December 18, 2017

J. UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

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I.6 Chair's Report

- I.6.1 Chair's Verbal Report
- I.6.2 Student Trustees Verbal Report

M. CORRESPONDENCE

N. INQUIRIES AND MISCELLANEOUS

O. PENDING ITEMS

P. ADJOURNMENT

Q. CLOSING PRAYER



Durham Catholic District School Board

MINUTES of the **OPEN SESSION** of the Regular Board Meeting of the Durham Catholic District School Board which was held in the Catholic Education Centre, 650 Rossland Road West, in Oshawa on Monday, November 27, 2017.

Trustees Present

J. Rinella, Chair
K. LeFort, Vice Chair
T. Chapman
M. Forster
J. McCafferty
P. Pulla

With Regrets

T. Corless
J. Oldman

Student Trustees

A. Paul
M. Malkin

Staff Present

A. O'Brien, Director	
T. Barill (teleconference)	J. McVeigh
J. Bastarache	L. Morgulis
J. Bowyer	J. Mullins
B. Camozzi	G. O'Reilly
S. Grieve	R. Putnam
M. Hammond	R. Rodriguez
T. Keay	
R. Leclair	

A. OPEN SESSION CALL TO ORDER

Chair Rinella called the Open Session to order at 6:30 p.m.

a.1 MOTION TO MOVE IN CAMERA

Motion No. B2017-11-27-01

Motion to Move In Camera

Moved by M. Forster seconded by J. McCafferty

"THAT the Durham Catholic District School Board Meeting move into In Camera Session."

Carried

RESUMPTION OF OPEN SESSION (7:30 p.m.)

Chair Rinella called the Meeting to order and welcomed all in attendance.

a.2 NATIONAL ANTHEM – O CANADA

Archbishop Denis O'Connor Catholic High School choir sang O Canada.

a.3 ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

Chair Rinella acknowledged Traditional Lands and Territory.

a.4 MEMORIALS AND PRAYERS

Student Trustees Paul and Malkin offered the opening prayer.

ITEM a.3 ROLL CALL AND APOLOGIES

Trustee Corless and Trustee Oldman sent regrets.

B. APPROVAL OF AGENDA

ITEM b1. CHANGES TO THE PRINTED AGENDA

None.

ITEM b.2 APPROVAL OF AGENDA

Motion No. B2017-11-27-02

Approval of Agenda

Moved by J. McCafferty seconded by M. Forster

“THAT the Durham Catholic District School Board approve the agenda of the Monday, November 27, 2017 Regular Board Meeting as printed.”

Carried

C. ANNOUNCEMENTS**c.1. ANNOUNCEMENTS FROM THE IN CAMERA SESSION OF THE REGULAR BOARD MEETING OF NOVEMBER 27, 2017**

Vice Chair LeFort made the following announcements:

APPOINTMENT TO ELEMENTARY VICE PRINCIPAL ROSTER

Effective immediately:

<u>Name</u>	<u>Current Position</u>
Kathryn (Kate) Remiz	Student Services Coordinator for Assistive Technology, Student Services Department

APPOINTMENT TO SECONDARY PRINCIPAL ROSTER

Effective immediately:

<u>Name</u>	<u>Current Position</u>
Shannon Brady	Vice Principal, Notre Dame C.S.S.
John DiVizio	Vice Principal, Archbishop Denis O'Connor C.H.S

RETIREMENTS

<u>Name</u>	<u>Current Position</u>	<u>Effective</u>
Rosemary Dufresne	Teacher, St. Paul C.S.	January 31, 2018
Robert Ouellette	Teacher, Elementary	May 31, 2018
Annette Stokes-Harris	Teacher, All Saints C.S.S	January 31, 2018
Geralyn Thornhill	Teacher, St. Marguerite d'Youville C.S.	December 31, 2017

c.2. ST. JOSEPH CATHOLIC SCHOOL (UXBRIDGE) HEALTHY SCHOOL AWARD RECOGNITION

St. Joseph Catholic School was acknowledged for their recent recognition with the Lake Simcoe Region Conservation Award. Principal of St. Joseph Catholic School, Mrs. Phyllis Pereira, noted that with the help of Lake Simcoe Region Conservation Authority (LSRCA) and other corporate, private and individual supporters, the school developed a bioswale to collect stormwater runoff that filters ground water, which in turn helps protect the local watershed. Director O'Brien extended her congratulations on this exemplary call to service and caring for God's creation.

D. NOTICES OF MOTIONS

None.

E. DECLARATION OF INTEREST

None.

F. ACTIONS TO BE TAKEN

APPROVAL AND SIGNING OF MINUTES – OCTOBER 23, 2017 REGULAR BOARD MEETING

Motion No. B2017-11-27-03

Approval and Signing of Minutes

Moved by J. McCafferty seconded by P. Pulla

“THAT the Durham Catholic District School Board approve the Minutes of the Open session of the October 23, 2017 Regular Board Meeting.”

Carried

BUSINESS ARISING FROM THE OPEN SESSION OF THE REGULAR BOARD MEETING OF OCTOBER 23, 2017

None

APPROVAL AND SIGNING OF MINUTES OF THE COMMITTEE OF THE WHOLE BOARD (POLICY) MEETING OF NOVEMBER 13, 2017

Motion No. B2017-11-27-04

Approval and Signing of Minutes

Moved by P. Pulla seconded by K. LeFort

“THAT the Durham Catholic District School Board approve the Minutes of the Open session of the November 13, 2017 Committee of the Whole Board (Policy) Meeting.”

Carried

BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE BOARD (POLICY) MEETING OF NOVEMBER 13, 2017

None

G. PRESENTATIONS

g. 1 REGIONAL ARTS AND MEDIA PROGRAM

The Regional Arts and Media Program implementation team, Tish Shepperd and Johnny Soln, presented an update on the new initiative expected to launch in September 2018 at All Saints Catholic Secondary School. They noted that over 400 students participated in the clinics that have been offered to help prepare for the application and audition process which is open November 27 to December 20, 2017. Maureen O'Shaughnessy of CS&P Architects Inc., presented the vision for the design and architecture of the facility, highlighting the new arts wing for the school, theatre, state-of-the-art media arts room, sound and video recording room, seminar room and other space that will be dedicated to the arts. Trustee Chapman inquired regarding equity among high schools pertaining to musical instruments. Superintendent Barill noted that all secondary schools have a vibrant music program relatively proportion to school size and instruments has been local purchases at school, done by parent fund-raising in addition to school budget. Director O'Brien added that further details pertaining to inventory at high schools will be reported at a future Board meeting.

g.2 TOGETHER FOR MENTAL HEALTH 2017-2020

Superintendent of Education, Janine Bowyer, and Mental Health Leader, Diane Mullane, presented DCDSB's renewed Together for Mental Health Strategy 2017-2020.

Reflecting stakeholder feedback, Ms. Mullane noted that the document builds on the board's previous mental health strategy, indicating progress and data from the first three years, with a continued focus on faith, everyday well-being practices, as well as the link between staff and student well-being. The Together for Mental Health 2017-2020 strategic priorities include:

1. Consolidating organizational conditions for school mental health
2. Building mental health literacy and capacity
3. Implementing evidence-informed mental health promotion and prevention practices, strategies and programming
4. Supporting specific populations
5. Partnering with the community

g.3 2017/2017 YEAR END RESULTS

Chief Financial Officer and Superintendent of Business Services, Ryan Putnam, presented the 2016-2017 financial position of the Board. Superintendent Putnam indicated that with the exception of one-time costs relating to the transition to the Provincial benefit plans that the financial results for the year were neutral relative to the budget. He advised that areas of financial focus moving into 2018 include:

- 2017-2018 Revised Estimates
- Annual CFO Financial Overview
- Enrolment and Utilization Report
- Updated Long-Term Accommodation Plan
- Multi-Year Capital and Technology Programs.

H. DELEGATION

None

I. CONSIDERATION OF MOTION**i.1 MOTIONS TO BE READ IN OPEN SESSION FROM THE IN CAMERA SESSION OF THE BOARD MEETING OCTOBER 23, 2017**

Vice Chair LeFort deemed the Motions read from the In Camera session of the November 27, 2017 Board meeting.

J. UNFINISHED BUSINESS FROM PREVIOUS MEETINGS**NOTICE OF MOTION: RECORD KEEPING OF MINUTES OF THE BOARD AND BOARD COMMITTEE MEETINGS**

Trustee Pulla noted that the Motion was brought forward after consideration from recent discussion at Board meetings regarding inclusion of comments and debates in Board Minutes. He noted that this issue was raised in 2012-2013, but the Board's infrastructure could not support such a request. Trustee Pulla asked for support of the Motion to ensure an opportunity to those who are unable to attend in person; and a way of facilitating enhanced public engagement. Discussion ensued regarding options for recording such as, videotaping, live webcast, audio recording and court reporting. Discussion of where/how to store recordings, how to make accessible, and how many stakeholders would potentially use, were also discussed. Director O'Brien noted that parliamentary processes would need to be tightened up and issues pertaining to media consent for students in choirs or attending for special recognition would need to be considered. Trustee Chapman, who seconded the motion, noted her three points to support the motion: audio-recording (to post for review if needed); transparency (to increase communication for ratepayers; and public engagement (to include parents in matters of the Board). Trustees agreed to staff investigation of various options followed by a report to Board at the February 2018 Board meeting.

K. COMMITTEE REPORTS

k.1.1 IPRC REPORT FOR OCTOBER 2017

Motion No. B2017-11-27-05

IPRC Report for October 2017

Moved by K. LeFort seconded by M. Forster

“THAT the Durham Catholic District School Board accept the IPRC Report for the month of October 2017”

Carried

k.1.2 SPECIAL EDUCATION ADVISORY COMMITTEE MEETING – NOVEMBER, 2017

Motion No. B2017-11-27-06

Special Education Advisory
Committee Meeting – November,
2017

Moved by J. McCafferty seconded by M. Forster

“THAT the Durham Catholic District School Board accept the report of the November 7, 2017 Special Education Advisory Committee meeting.”

Carried

k.1.3 DURHAM CATHOLIC PARENT INVOLVEMENT COMMITTEE – NOVEMBER 2017

Motion No. B2017-11-27-07

Durham Catholic Parent
Involvement Committee –
November 2017

Moved by K. LeFort seconded by M. Forster

“THAT the Durham Catholic District School Board accept the written report from the Durham Catholic Parent Involvement Committee Meeting of Thursday, November 9, 2017 and Thursday, October 5, 2017.”

Carried

k.2. MATTERS REFERRED FROM COMMITTEE

2016/2017 AUDITED FINANCIAL STATEMENTS

Motion No. B2017-11-27-08

2016/2017 Audited Financial
Statements

Moved by K. LeFort seconded by M. Forster

“THAT the Durham Catholic District School Board approve the 2016/2017 Audited Financial Statements for the year ended August 31, 2017.”

Carried

L. STAFF REPORTS

I.1. BUSINESS SERVICES

I.1.1 HONORARIUM FOR BOARD MEMBERS

Motion No. B2017-11-27-09

Honorarium for Board Members

Moved by J. McCafferty seconded by M. Forster

“THAT the Durham Catholic District School Board receive as information the Honoraria for Board Members for December 1, 2017 to November 30, 2018.”

Carried

I.2 TEACHING AND LEARNING SERVICES

I.2.1 REGIONAL ARTS AND MEDIA PROGRAM

Motion No. B2017-11-27-10

Regional Arts and Media
Program

Moved by P. Pulla seconded by M. Forster

“THAT the Durham Catholic District School Board receive and file as information the report on the Regional Arts and Media Program implementation.”

Carried

I.2.2 FRENCH IMMERSION AND EXTENDED FRENCH PROGRAMS

Motion No. B2017-11-27-11

French Immersion and Extended
French Programs

Moved by K. LeFort seconded by J. McCafferty

“THAT the Durham Catholic District School Board receive and file as information the French Immersion and Extended French Programs Report.”

Carried

I.2.3 BOARD NUMERACY ACTION PLAN UPDATE

Motion No. B2017-11-27-12

Board Numeracy Action Plan
Update

Moved by J. McCafferty seconded by P. Pulla

“THAT the Durham Catholic District School Board accepts the report provided which highlights outcomes from 2016-2017 of specific initiatives related to the Numeracy Action Plan”

Carried

L.3 STUDENT SERVICES

I.3.1 TOGETHER FOR MENTAL HEALTH 2017-2020

Motion No. B2017-11-27-13

Together for Mental Health 2017-
2020

Moved by M. Forster seconded by P. Pulla

“THAT the Durham Catholic District School Board receive and file as information the 2017-2020 report on Together for Mental Health.”

Carried

L.4 FACILITIES SERVICES

I.4.1 LONG TERM ACCOMMODATION PLAN 2017-2021 UPDATE

Motion No. B2017-11-27-14

Long Term Accommodation Plan
2017-2021 Update

Moved by K. LeFort seconded by J. McCafferty

“THAT the Durham Catholic District School Board receive as information the report entitled Long Term Accommodation Plan 2017-2021 Update.”

Carried

L. 4 DIRECTOR’S REPORT

I.4.1 OUT OF PROVINCE TRAVEL

Motion No. B2017-11-27-15

Out of Province Travel

Moved by K. LeFort seconded by T. Chapman

“THAT the Durham Catholic District School Board approve the request of up to two staff members from Monsignor John Pereyma C.S.S.to travel to San Francisco, CA from February 15-17, 2018.”

Carried

I.4.2 OUT OF PROVINCE TRAVEL

Motion No. B2017-11-27-16

Out of Province Travel

Moved by K. LeFort seconded by T. Chapman

“THAT the Durham Catholic District School Board approve the request of up to two staff members from the Information, Communication and Technology Department to travel to the United States CA for Laserfiche training from January 9 - 12, 2018.”

Carried

I.4.2 DIRECTOR'S VERBAL REPORT

Director O'Brien thanked staff for organizing Remembrance Day Masses and other activities this month, such as Treaties Recognition Week, honouring the importance of treaties and to help Ontarians learn more about treaty rights and treaty relationships. Bullying Prevention Awareness Week was also acknowledged in our schools, connecting to the theme of Serving My School Community with Acts of Kindness. The Director noted that many other special celebrations and new partnerships were celebrated, in keeping with the theme of Serving in Partnership in our Discovery 2020 Strategic Plan. Among these include King's University College, enhancing the Board's commitment to offering quality 21st century learning experiences for international students, and providing seamless pathways into Catholic post-secondary education in Ontario. The Board also celebrated Community Innovation Lab's Grand Opening at Monsignor Paul Dwyer Catholic High School and she extended thanks to trustees and staff at the Community Innovation Lab, Durham Catholic District School Board and Ontario Trillium Foundation involved in forming this partnership. Director O'Brien provided an update on Transportation Services regarding the job action notification from Durham Student Transportation Services (DSTS) for First Student Ajax and First Student Brooklin. Director O'Brien also spoke about the Executive Compensation Consultation on the Board website. The Director advised that the Inaugural Board Meeting will take place at the Catholic Education Centre next week on Monday, December 4. She acknowledged the commitment and dedication of John Rinella, Chair of the Board and Kathleen LeFort, Vice-Chair for 2016-2017.

L.5 CHAIR'S REPORT

I.5.1 CHAIR'S YEAR-END VERBAL REPORT

Chair Rinella thanked the Board of Trustees for putting their faith in him to assume the role of Chair of the Board. As the final meeting of his term as Chair, he thanked all staff of the Durham Catholic District School Board, along with administrators, Catholic education leaders, fellow Trustees, ratepayers, partners and members of the religious communities, for their dedication to our unique school system.

Chair Rinella welcomed the learning opportunities the year has presented for him as an advocate for Catholic education and in his commitment to the Board. He extended his thanks for the work of our Catholic education community. In preparation for the final stretch of the Board's Discovery2020 Strategic Plan, Chair Rinella noted a few of a few highlights from this past year.

- the decision to establish a Grade 7 to 12 Regional Arts & Media Program at All Saints Catholic Secondary School;
- new Learning Commons that continue to be renovated in our schools offering equal access and equal opportunities for all students;
- expansion of child care centres;

I.5.1 CHAIR'S YEAR-END VERBAL REPORT - continued

- new academic partnerships with post-secondary institutions for international student and new partners in establishing community hubs;
- an ongoing commitment to Catholic charities, including the growth of the Durham Catholic Children's Foundation;
- increasing focus on student safety and well-being as part of the model for student achievement; and
- a continued focus on excellence in academic programming with increased levels of success as indicated in the evaluation and assessment of student achievement;
- and most importantly, keeping the Teachings of the Gospel as the central theme in everything we do from the classrooms and offices to this Board room.

I.5.2 STUDENT TRUSTEES' REPORT

Student Trustee Malkin and Paul provided an update on their participation at the recent ICE Symposium and World Day of the Poor. They noted that upcoming events include a student-led walk during Advent from St. Joseph Catholic School in Oshawa to St. Mary Catholic Secondary School in Pickering; a transition-to-Grade 8 day in conjunction with the coterminous Board; and ideas for a student senate sweater.

MOTION TO RESUME IN CAMERA (10:10 p.m.)Motion No. B2017-11-27-17Motion to Resume In Camera

Moved by T. Corless seconded by T. Chapman

“THAT the Durham Catholic District School Board Meeting resume the In Camera Session.”

Carried

RESUMPTION OF OPEN SESSION (10:30 P.M.)**MOTIONS TO BE READ IN OPEN SESSION FROM THE RESUMED IN CAMERA SESSION OF THE BOARD MEETING OCTOBER 23, 2017**

Vice Chair LeFort deemed the Motions read from the Resumed In Camera session of the November 27, 2017 Board meeting.

P. ADJOURNMENT

Motion No. B2017-11-27-18

Adjournment

Moved by J. McCafferty, seconded by P. Pulla

“THAT the Durham Catholic District School Board adjourn the Regular Board Meeting of Monday, November 27, 2017.”

Carried

John Rinella, Chair of the Board
Durham Catholic District School Board

Anne O'Brien, Director of the Board
Durham Catholic District School Board

(10:30 p.m.)

V. Kunar, Recording Secretary



Durham Catholic District School Board

MINUTES of the **INAUGURAL BOARD MEETING** of the Durham Catholic District School Board which was held in the Board Room of the Catholic Education Centre, 650 Rossland Road West in Oshawa on Monday, December 4, 2017.

Trustees Present

T. Chapman
T. Corless
M. Forster
K. LeFort
J. McCafferty
J. Oldman
P. Pulla
J. Rinella

Staff Present

A. O'Brien, Director
T. Barill
J. Bastarache
J. Bowyer
B. Camozzi
M. Gray
R. Leclair
J. McVeigh
J. Mullins
G. O'Reilly
R. Putnam
R. Rodriguez

Student Trustees

A. Paul
M. Malkin

A. CALL TO ORDER

Director of Education, Anne O'Brien called the Inaugural Board Meeting to order at 7:00 p.m.

OPENING PRAYER

His Excellency, Bishop Vincent Nguyen offered the opening prayer.

B. WELCOME

Director of Education, Anne O'Brien welcomed Most Reverend Bishop Vincent Nguyen, Trustees, Staff, and Representatives from all employee groups and all other guests to the meeting.

SERVICE OF DEDICATION OF THE ROMAN CATHOLIC TRUSTEE

c.1 RITE OF RENEWAL OF TRUSTEE

His Excellency, Bishop Vincent Nguyen conducted the Rite of Renewal of Trustees.

D. COMMENTS FROM THE CHIEF EXECUTIVE OFFICER OF THE BOARD

Good evening everyone. I would like to welcome and thank His Excellency Most Reverend Bishop Vincent Nguyen for celebrating the Holy Eucharist with us this evening and guiding us in prayer as the Durham Catholic District School Board Trustees prepare to embark on a journey that signifies their commitment to our wonderful Catholic school system.

It is a special time to be hosting our Inaugural Board Meeting. Tonight, we celebrate our Year of Service throughout the 2017-2018 school year, with special Masses, liturgies prayers and other activities. In addition, we join millions of Catholics around the world in the Advent journey, praying and preparing with joyful anticipation the celebration of our Lord Jesus Christ.

In addition to this extraordinary time of celebration and anticipation, we were also pleased to come together as a Catholic school system to witness our Trustees as they were guided in their Rite of Renewal this evening. We are blessed through their words of solidarity and commitment to Catholic education. Our Inaugural meeting also affords us an opportunity to reflect on the achievements of the past year while we begin to turn our attention to the future.

Last year, we celebrated the second year of our three-year plan for New Evangelization. The theme for the 2016-2017 school year was Community. Students and staff gathered together as a special statue of Jesus with the Children travelled to each school for special prayers and liturgies, reminding us of how blessed we are to have our Catholic school system. Our secondary students from each Catholic high school shared how their schools are communities of faith in our Year of Community video that can be viewed on our Board's YouTube page.

Looking back, it has been an amazing year as staff, students and families witness, celebrate and proclaim the Good news of the Gospel through their daily service. When visiting schools with our Board Chair, Trustees and Supervisory Officers, there is always a hub of activity taking place inspired by our focus on student well-being and achievement.

D. COMMENTS FROM THE CHIEF EXECUTIVE OFFICER OF THE BOARD – continued

In keeping with the Board's mission, vision, Catholic values and strategic priorities, the Board has made great strides in:

- continued implementation of the Discovery 2020 Strategic Plan guided by Excellence, Equity and New Evangelization;
- celebrating our faith with system activities such as the staff PA Day of Community; the Graduation Mass for all students graduating from secondary school; the Province-wide student Mass for all secondary students;
- the ongoing transformation of our school libraries to 21st Century Learning Commons – a project that is gaining great response in our Catholic learning communities and in the province;
- the completion of the Whitby secondary study resulting in a decision to implement a Regional Arts and Media Program for Grade 7 to 12 students;
- the completion of the French study;
- the success and further implementation of the Ultimate Potential Math Program which is now in place at all secondary schools;
- more opportunities for students to learn in the area of robotics, connecting these experiences to Science, Technology, Engineering and Math (STEM) pathways;
- continued focus on mental health and wellness, including more training for staff;
- For the second consecutive year, Durham Catholic District School Board was a recipient of the Durham Region Healthy Workplace Award– thanks to the work of many partners, including our Employee Wellness Committee;
- recognition from ShareLife with the Mother of Delphine Award for 100% participation by all Durham Catholic schools.
- A Premier's Award for Safe and Accepting Schools, in honour of the work taking place at St. Mary Catholic Secondary School in creating a safe, inclusive and accepting school environment. We know that all of our schools are doing great work in this area through clubs, awareness days and mental well-being.

There are many other wonderful initiatives which have been celebrated and highlighted throughout the year and I would like to thank our dedicated staff:

- classroom teachers, consultants, resource teachers;
- educational assistants;
- early childhood educators;
- custodians;
- secretaries;
- principals
- vice-principals
- support staff;
- managers;
- student services staff; and
- Administrative Council.

D. COMMENTS FROM THE CHIEF EXECUTIVE OFFICER OF THE BOARD – continued

Collectively through their dedication and service to our students, our Catholic school communities continue to thrive as we promote student well-being and Learning and Living in Faith in everything that we do.

To our Trustees, our entrusted stewards of Catholic Education: You have been personally called upon by God as advocates for living our Catholic values and as representatives for your Catholic communities. I know that the best intentions for our students will continue to guide your decisions as we move forward into the year 2018; and that staff will support you to make our Durham Catholic schools the very best they can be.

In this Advent Season of renewal, I extend my personal gratitude to each of you for your service, commitment and dedication to the Durham Catholic District School Board.

E. PRESENTATION OF THE GAVEL TO OUTGOING CHAIR

The Director presented the gavel to outgoing Chair Rinella. Trustee Rinella thanked fellow Trustees and staff for their support and wished all continued success.

F. ELECTION FOR THE POSITION OF CHAIR OF THE BOARD

f. 1 NOMINATIONS

The Director opened the floor for nominations for the position of Chair of the Board for the period December 5, 2017 to November 30, 2018.

<u>Nominee</u>	<u>Moved by</u>	<u>Seconded by</u>	<u>Willing to Stand?7</u>
T. Chapman	P. Pulla	T. Corless	Yes

The Director of Education then called three times for further nominations. Nominations were then declared closed.

<u>Motion No. Inaug 2017-12-04-01</u>	<u>Close Nominations</u>
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Moved by K. LeFort, seconded by J. McCafferty

“THAT the Durham Catholic District School Board close nominations for the position of Chair of the Board for the period December 1, 2017 to November 30, 2018.”

Carried

Trustee Chapman was acclaimed as Chair of the Board.

ACCEPTANCE SPEECH BY THE CHAIR OF THE BOARD

Chair Chapman thanked fellow Trustees for their support and for electing her as Chair of the Board. She noted that she looks forward to fulfilling her role with faith and dedication to our Catholic school system.

G. ELECTION FOR THE POSITION OF VICE CHAIR OF THE BOARD**g.1 NOMINATIONS**

Chair Chapman opened the floor for nominations for the position of Vice Chair of the Board for the period December 1, 2017 to November 30, 2018.

<u>Nominee</u>	<u>Moved by</u>	<u>Seconded by</u>	<u>Willing to Stand?</u>
M. Forster	J. McCafferty	P. Pulla	Yes

Chair Chapman then called three times for further nominations. Nominations were then declared closed.

Motion No. Inaug 2017-12-04-02 Close Nominations

Moved by J. McCafferty seconded by T. Chapman

“THAT the Durham Catholic District School Board close nominations for the position of Vice Chair of the Board for the period December 1, 2017 to November 30, 2018.”

Carried

Trustee Forster was acclaimed as Vice Chair of the Board.

ACCEPTANCE SPEECH BY THE VICE CHAIR OF THE BOARD

In her acceptance speech, Vice Chair Forster thanked fellow trustees for their support and noted that she felt honoured and blessed to have the opportunity to serve our students and families as the Vice-chair of the Board.

BUSINESS

H. APPROVAL OF BUSINESS SECTION OF THE AGENDA

Trustee McCafferty requested the addition of Item 1.4 Request to set up an Ad Hoc Committee regarding Executive Compensation.

Motion No. Inaug 2017-12-04-03

Approval of Business Section of the Agenda

Moved by J. McCafferty seconded by T. Corless

“THAT the Durham Catholic District School Board approve the business section of the Inaugural agenda as amended.”

Carried

i.1 APPOINTMENT OF HONOURARY CHAIR OF THE BOARD

Motion No. Inaug 2017-12-04-04

Appointment of Honourary Chair of the Board

Moved by T. Corless seconded by J. McCafferty

“THAT the Durham Catholic District School Board approve the appointment of His Excellency Bishop Vincent Hieu Nguyen as Honourary Chair of the Board for the period December 1, 2017 to November 30, 2018.”

Carried

i.2 APPROVAL OF SIGNING OFFICERS OF THE BOARD

Motion No. Inaug 2017-12-04-05

Approval of Signing Officers of the Board

Moved by J. McCafferty seconded by J. Oldman

“THAT the Durham Catholic District School Board approve that the Signing Officers of the Board shall be two (2) in number as follows:

- one (1) of either the Chair of the Board or the Vice Chair of the Board; and
- one (1) of either the Secretary/Treasurer (Director of Education) or the Superintendent of Business.”

Carried

i.3 RE-APPOINTMENT OF EXTERNAL AUDITOR

Motion No. Inaug 2017-12-04-06

Re-appointment of External Auditor

Moved by M. Forster seconded by J. Oldman

“THAT the Durham Catholic District School Board approve the re-appointment of Collins Barrow Kawarthas LLP as External Auditor for the period of December 1, 2017 to November 30, 2018.”

Carried

i.4 REQUEST TO SET UP AD HOC COMMITTEE REGARDING EXECUTIVE COMPENSATION

Trustee McCafferty noted that following his review of other Boards’ websites, he is requesting the establishment of an Ad Hoc committee to review and include additional material regarding the Executive Compensation Program. Discussion ensued. Trustees noted that the review would be focused on additional resources such as Frequently Asked Questions. Trustee LeFort recommended a report of new additions to the full Board prior to amending the website. The following motion was added:

Motion No. Inaug 2017-12-04-07

Ad Hoc Committee Report to Board

Moved by K. LeFort seconded by J. Oldman

“THAT the Durham Catholic District School Board Ad Hoc Committee report recommendations to the Board prior to amending the Board’s website regarding Executive Compensation.”

Carried

Chair Chapman advised that to facilitate this request prior to the deadline, it was advisable to meet the following day, Tuesday, December 5, 2017. The Ad Hoc Committee required three Trustees. Trustee McCafferty expressed his interest in addition to Vice Chair Forster and Chair Chapman. The following motion was added:

Motion No. Inaug 2017-12-04-08

Formation of Ad Hoc Committee

Moved by K. LeFort seconded by J. Oldman

“THAT the Durham Catholic District School Board create an Ad Hoc Committee to review and/or modify the Board’s website regarding Executive Compensation.”

Carried

Inaug Bd Mtg - Dec. 4, 2017 – page 8

J. INFORMATION AND ANNOUNCEMENTS

The Chair invited Trustees, staff and guests for the social following the adjournment of the Inaugural Board Meeting.

K. ADJOURNMENT

Motion No. Inaug 2017-12-04-09

Adjournment

Moved by J. McCafferty seconded by M. Forster

“THAT the Durham Catholic District School Board adjourn the
December 4, 2017 Inaugural Board Meeting.”

Carried

T. Chapman, Chair of the Board
Durham Catholic District School Board

Anne O'Brien, Director of Education
Durham Catholic District School Board

Recording Secretary:
Vijaya Kunar

(8:05 p.m.)



Durham Catholic District School Board

MINUTES of the **OPEN SESSION** of the Special Board Meeting of the Durham Catholic District School Board which was held in the Board Room of the Catholic Education Centre, 650 Rossland Road West, in Oshawa on Wednesday, December 6, 2017.

Trustees Present

T. Chapman, Chair
M. Forster, Vice Chair
T. Corless
J. McCafferty
P. Pulla (Teleconference)

With Regrets

K. LeFort
J. Oldman

Guest

E. Roher, Legal Counsel (teleconference)

Staff Present

A. O'Brien
T. Barill
J. Bowyer
B. Camozzi
M. Gray
R. Leclair
J. Mullins
G. O'Reilly
R. Putnam
R. Rodriguez

CALL TO ORDER

Chair Chapman called the Open Session to order at 5:00 p.m.

a.1 MEMORIALS AND PRAYERS

Vice Chair Forster offered the opening prayer.

a.2 ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

Chair Chapman acknowledged Traditional Lands and Territory.

a.3 ROLL CALL AND APOLOGIES

Trustee Pulla attended by teleconference. Trustee LeFort and Trustee Oldman sent regrets.

APPROVAL OF AGENDA

b.1 CHANGES TO THE PRINTED AGENDA

None

b.2 APPROVAL OF AGENDA

Motion No. SB2017-12-06-01

Approval of Agenda

Moved by M. Forster, seconded by P. Pulla

“THAT the Durham Catholic District School Board approve the agenda for Open session of the Special Board Meeting of Wednesday, December 6, 2017 as printed.”

Carried

ITEM c.1 DECLARATION OF CONFLICT OF INTEREST

None.

BUSINESS

d.1 EXECUTIVE COMPENSATION

A supplemental package was provided to Trustees which included the recommendations that resulted from the Ad Hoc Committee meeting on December 5, 2017. Chair thanked the Director and Superintendent Gray for compiling questions for the Frequently Asked Questions and for working with the members of the Ad Hoc Committee. She noted that the members of the Committee reviewed each question, inserted links, and revised the introductory letter. Trustee Pulla asked about ongoing public feedback. Legal Counsel, Eric Roher, advised that the submission should be made on December 7, 2017, however public feedback is always welcome. Director O'Brien advised that following the approval, the amendments would be made to the website immediately.

Motion No. SBI2017-12-06-02

Executive Compensation

Moved by T. Corless, seconded by J. McCafferty

“THAT the Durham Catholic District School approve the additional resource material to be publicly posted on the Board's website for the proposed Executive Compensation Program Framework.”

Carried

ADJOURNMENT

Motion No. BI2017-12-06-03

Adjournment

Moved by P. Pulla seconded by J. Oldman

“THAT the Durham Catholic District School Board adjourn the Special Board Meeting of Wednesday, December 6, 2017.”

Carried

Tricia Chapman, Chair of the Board
Durham Catholic District School Board

Anne O'Brien, Director of the Education
Durham Catholic District School Board

(5:35 p.m.)

Recording Secretary: V. Kunar



Durham Catholic District School Board

MEMORANDUM

To: Board of Trustees

From: Anne O'Brien, Director of Education

Date: December 18, 2017

Subject: **I.P.R.C. Report for November 2017**

Origin: Janine Bowyer, Superintendent of Education – Student Services

RECOMMENDATION

Moved by _____, seconded by _____

“THAT the Durham Catholic District School Board accept the I.P.R.C. report for the month of November 2017.”

RATIONALE

I.P.R.C. REPORT FOR NOVEMBER

Number of Pupils Referred to I.P.R.C.:	0
Number of Pupils Identified as Exceptional:	0
Number of Pupils Reviewed by I.P.R.C.:	1

FROM SEPTEMBER 2017 TO JUNE 2018

Total Number of Pupils Referred to I.P.R.C.:	0
Total Number of Pupils Identified as Exceptional:	0
Total Number of Reviews:	4
Total Number of Parent Requested Deferments:	0

AOB/JB:cc

MEMORANDUM

RECOMMENDATION

“THAT the Durham Catholic District School Board accept the report of the December 5, 2017 Special Education Advisory Committee meeting.”

AOB:JB:cc
Attach.



Durham Catholic District School Board

MINUTES of the **SPECIAL EDUCATION ADVISORY COMMITTEE** meeting of the Durham Catholic District School Board which was held in the North Board Room of the Catholic Education Centre, 650 Rossland Road West, in Oshawa on **Tuesday, December 5, 2017.**

Present

K. LeFort
L. Cook
J. McCafferty (tele)
V. Adamo
A. Shiels (tele)
L. McInnes
M. LePage
C. Pegler
L. Smart

Staff

J. Bowyer
D. Mullane
K. Remiz

With Regrets

K. Burke
J. Oldman
E. Van de Klippe
C. Nosseir

Absent

M. Feeheley

S.E.A.C. Representatives

K. McCarthy, APSSP
L. Wardle, Principal/Vice Principal Association

CALL TO ORDER

Item a.1 **Memorials and Prayer**

Chair Lynne Smart called the meeting to order at 7:35 p.m. and offered the opening prayer.

Item a.2 **Roll Call and Apologies**

APPROVAL OF AGENDA

Item b.1 **Changes to Printed Agenda**

Add correspondence from VOICE for Deaf and Hard of Hearing Children dated November 15, 2017 as item m.1

Item b.2 **Approval of Agenda**

Motion No. SS-2017-12-05-01 Approval of Agenda

Moved by L. Cook, seconded by V. Adamo

“THAT the Special Education Advisory Committee approve the agenda of the Tuesday, December 5, 2017 meeting as amended.”

Carried

ANNOUNCEMENTS

CONSIDERATIONS OF MOTIONS

DECLARATIONS OF INTEREST

Item e.1 **Declaration of Conflict of Interest**

None

ACTIONS TO BE TAKEN

Item f.1 **Approval of Minutes of the Special Education
Advisory Committee Meeting of November 7, 2017**

Motion No. SS-2017-12-05-02 Approval of Minutes

Moved by K. LeFort, seconded by L. McInnes

“THAT the Special Education Advisory Committee approve the
Minutes of the November 7, 2017 meeting as submitted.”

Carried

Item f.2 **Business Arising from the Minutes of the Special Education
Advisory Committee November 7, 2017**

None

PRESENTATIONS

Item g.1 **Supporting Students with Learning Disabilities** **K. Remiz**
in Mathematics

Kate Remiz, Student Services Coordinator – Assistive Technology detailed the success of the 2016/2017 pilot project, Supporting Students with Learning Disabilities in Mathematics. A research study was conducted in collaboration with Dr. Amanda Fuentes and Dr. Carla Baetz from psych services. The drive for the study was to understand the challenges and more importantly the strengths for each child and produce evidence based practices, to come up with a universal design that would be beneficial to all students, not just those with learning disabilities.

DELEGATIONS

None

NOTICES OF MOTIONS

None

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

STAFF REPORTS

Item k.1 **Coordinator's Report – K. Remiz**

1) Parents, children and Facilitators of Friendship Lab located at Sir Albert Love CS and St. Bernard CS celebrated the completion of the nine week program with a pizza party last week. The program was well received by both parents and children.

2) Program Support Teachers reviewed the Policy and Program Memorandum 140, "Incorporating methods of Applied Behaviour Analysis into Programs for Students with Autism Spectrum Disorders" with their school staff. Staff, including teachers, administrators and support staff were provided with a brief overview of the requirements of this PPM including how Applied Behaviour Analysis methods are to be incorporated into IEPs to support students with ASD; and planning for transition between various activities and settings for students with ASD. In the near future, school board staff will receive further training opportunities that will deepen the understanding of the principles of ABA programming.

3) The Ontario Council for Exceptional Children Conference was held on Friday November 24th in Toronto. Three workshops were facilitated by members of the Student Services staff. Topics included:

- A Pilot Study of School-Board Implementation of the Friendship Lab Social Skills and Theory of Mind Training for Children with Autism Spectrum Disorders
- Assistive Technology: Supporting Transitions from Elementary to Secondary
- Numeracy Intervention Programs for Students with Learning Disabilities

4) Last Thursday, the Assistive Technology Team concluded their final Students with Assistive Technology Transition Trip. There were 20 trips this year that supported the transition of 200 students with Assistive Technology. Since March 2016, approximately 550 students have participated in this initiative that supports transitions and pathways for our students with Assistive Technology.

Item k.2 **Mental Health Leader's Report – D. Mullane**

1. Capacity-building sessions in November included a safeTALK training in Uxbridge for staff who live and work in the north, as well as introduction to Mindfulness session for all staff members who were potentially interested in participating in our System Approach to Mindfulness this year. 34 staff members have committed to participating in a six-week online Mindfulness Fundamentals course starting in January and a follow up event in March.
2. On November 28, the annual TAMI Secondary Summit day was held at Ontario Shores Centre for Mental Health Sciences. Delegates from all but one of our Secondary schools participated in this event. Students and staff members left at the end of the day full of enthusiasm, and with a new toolkit of ideas to bring back to their school.
3. Parent conference update: our parent conference will take place on Feb 27, 2018 at Father Leo J Austin Catholic Secondary School (see 'Save the Date' flyer provided). Details are still being worked out, but it looks like we'll be maximizing Dr. Clinton's time (90 minutes) followed by a choice of three breakout sessions.
4. Upcoming December Workshops and Capacity-building: today, December 5th, we provided a workshop called ASIST Tune-Up, which is a refresher course for staff who have previously participated in the ASIST two-day training. Sharing of Excellence workshops are offered on December 6 (Webinar: The Importance of Attachment to Development) and December 7 (Newcomer Mental Health).
5. The board's Staff Wellness Committee, in collaboration with the board's Family Services Employee Assistance Program (FSEAP) is offering a series of four workshops over the school year. The first one took place on November 2nd on the topic of Balancing Personal and Work Life. The next one is scheduled for January 11th on the topic of Personal Strategies for Self-Care.
6. On November 27, we officially launched the revised Mental Health Strategy at the Board meeting. Metroland picked up the story, which was followed by a request from Lorne Coe, MPP to visit and learn more about the work we're doing in the area of mental health.

Item k.3 **Superintendent's Report - J. Bowyer**

At the Inaugural Board meeting Trustee Tricia Chapman from Whitby was elected as the Chair of the Board and Trustee Monique Forster from Ajax was elected Vice-Chair.

Thank you to our trustee representatives Janice Oldman and Kathy LeFort for serving on SEAC. Committees will be assigned at the next Board meeting and we may or may not have the same people back.

Thank you to the Chair of SEAC Lynne Smart for her leadership this year. Elections will be held at the next SEAC meeting which is in the first week of school.

We have hired a new Behaviour Analyst, Amber Zealand, who is coming to us from the Region of Durham. She will begin in two weeks and will support the Durham Catholic Autism Resource Team, as well as the pilot project on ABA training for Educational Assistants.

Earlier this month, members of SEAC were invited to participate in public consultation on Assessment Practices. More information on the engagement program and other ways to give input can be found at: OntarioALearningProvince.ca

Last week, I was invited to participate in stakeholder input into Provincial Special Education issues. The Special Education / Success for All Engagement Conversation stream provided information about recently released and upcoming ministry resources including *Special Education in Ontario Kindergarten to Grade 12, Policy and Resource Guide (2017)*, *Learning For All K - 12 Professional Learning Facilitator's Guide (draft)*, *Supporting Safe Teaching and Learning Environments (Working Title)*. Participants had opportunities to provide feedback on the resources, and to think about implications for their school/system improvement planning, equitable and inclusive processes and practices, and supporting positive learning environments.

Last week we had a presentation for the Safe Schools teams from all schools by Dr. Wendy Craig, the Co-founder and co-director of PREVnet, an active network of Canadian researchers, non-governmental organizations (NGOs) and governments working together to stop bullying in Canada and to promote safe and healthy relationships for all Canadian children and youth. She is a psychology professor at Queens' University. It was an excellent opportunity for school teams to look closely at their School Climate Survey data in order to determine next steps for their Bullying Prevention and Intervention goals.

Motion SS-2017-12-05-03

Approval of the Dec. 5, 2017 Verbal Coordinator,
Mental Health Leader and Superintendent Reports

Moved by V. Adamo, seconded by L. Cook

“THAT the Special Education Advisory Committee accept the verbal Coordinator, Mental Health Leader and Superintendent Reports at the December 5, 2017 Meeting.”

Carried

ASSOCIATION REPORTS

Grandview Kids – C. Nosseir

Upcoming Paperwork Party to help parent’s complete applications and organize medical binders. Dec. 12 Grandview AJAX.

Our CEO, Lorraine Sunstrum-Mann was awarded the Ontario Association of Children’s Rehabilitation Services Tribute Award of Excellence. This award represents the very highest honour accorded by OACRS, and is awarded only to an individual who “has been extraordinary and has enhanced the lives of children and families serviced by children’s treatment centres”. Lorraine was nominated based on her leadership at the national level related to CAPHC (Canadian Pediatric Hospital and Rehabilitation) where Lorraine has lifted the profile of Children’s Treatment Centres to a leading feature of this organization, her provincial leadership with the Special Needs strategy, and of course our work here, close to home, with the announcement of our new facility.

Cystic Fibrosis Canada – Durham Chapter – M. LePage

2nd Annual Princess Ball – Ajax Convention Centre, Sunday, February 4, 11 am – 2 pm.
For more information visit our Facebook Page - DurhamCFPrincessBall

17th Annual Strokes for Life Golf Tournament – Oshawa Golf and Curling Club,
Thursday, June 7. More information will be available soon.

Autism Ontario – C. Pegler

Sunday Dec 17, 1230-230. This event is for teens aged 13-17 interested in expressive art and movement across multiple mediums including percussion, visual arts and creative journaling. Registration is required; <https://www.eventbrite.ca/e/autism-ontario-whitby-teen-movement-expressive-arts-13-17-years-old-registration-40850375573>

Our provincial office has dubbed Wednesdays as Webinar Wednesday. Each week a new webinar is posted on their Facebook page. Past webinars have included funding options, housing and IEPs.

On October 17, 2017, the Health Professions Regulatory Advisory Council (HPRAC) received a request from the Minister of Health and Long-Term Care to provide advice related to Applied Behaviour Analysis. Autism Ontario was asked to distribute the online survey across our communication channels. While this survey may not be applicable to everyone, the HPRAC is widely distributing the survey to seek responses from a diverse range of individuals. To complete the survey, please go to <https://www.surveymonkey.com/r/XWSJVBB>

Join Autism Ontario on Monday, April 2, 2018 to celebrate World Autism Awareness Day. Help us build ASD inclusive schools and communities across our province! Register your school or community today: <http://bit.ly/2j30nKt>

VOICE – V. Adamo

Durham Kawartha chapter is hosting a Family fun night Dec 13 530 to 745 pm Joeys Fun World Bowmanville

On November. 30 Voice held a book launch ceremony for an ebook featuring family accomplishment stories to share the amazing achievements and journey of many of the Voice families to help support families in their journeys and to provide information for those families of newly diagnosed kids.

Voice has proposed an alternate candidate his name is Andrew Anderson.

CORRESPONDENCE

m.1 Correspondence from VOICE for Deaf and Hard of Hearing Children dated November 15, 2017.

Moved by J. McCafferty, seconded by V. Adamo

“THAT the Special Education Advisory Committee accept the correspondence from VOICE for Deaf and Hard of Hearing Children dated November 15, 2017 nominating Andrew Anderson as the alternate representative to the Special Education Advisory Committee.”

Carried

Moved by J. McCafferty, seconded by V. Adamo

“THAT the Special Education Advisory Committee recommend Andrew Anderson as the alternate representative from VOICE for Deaf and Hard of Hearing Children to the Special Education Advisory Committee to the Durham Catholic District School Board of Trustees.”

Carried

INQUIRIES AND MISCELLANEOUS

PENDING ITEMS

None

ADJOURNMENT

The meeting adjourned at 8:55 p.m.

Motion No. SS-2017-12-05-04 Adjournment

Moved by K. LeFort, seconded by L. McInnes

“THAT the Special Education Advisory Committee meeting of
December 5, 2017 adjourn.”

Carried

CLOSING PRAYER

The closing prayer was offered by V. Adamo

Lynne Smart
Chair, Special Education Advisory Committee

Janine Bowyer
Superintendent of Education

Recording Secretary: Candice Cavalier

MEMORANDUM

To: Board of Trustees

From: Special Education Advisory Committee

Date: December 18, 2017

Subject: **Changes in Representation on the Special Education Advisory Committee (SEAC)**

Origin: Janine Bowyer, Superintendent of Education – Student Services

1. VOICE for Deaf and Hard of Hearing Children

Moved by _____ seconded by _____

“THAT the Durham Catholic District School Board approve the following alternate representation from VOICE for Deaf and Hard of Hearing Children: Appointment of Andrew Anderson.”

The nomination was approved by the Special Education Advisory Committee at the SEAC meeting held on December 5, 2017 and is now being forwarded to the Board of Trustees as a recommendation of appointment.

AOB:JB:eb



Durham Catholic District School Board

MEMORANDUM

To: Board of Trustees

From: Anne O'Brien, Director of Education

Date: December 18, 2017

Subject: **Executive Compensation Ad Hoc Committee Minutes
– December 5, 2017**

RECOMMENDATION:

Moved by _____, seconded by _____

“THAT the Durham Catholic District School Board receive and file as information the Minutes of the December 5, 2017 Executive Compensation Ad Hoc Committee meeting.”

RATIONALE:

As per attached.

AOB:vk



Durham Catholic District School Board

MINUTES of the Ad Hoc Committee for the Review of the Executive Compensation Website which was held in the Board Room of the Catholic Education Centre, 650 Rossland Road West, in Oshawa on Tuesday, December 5, 2017.

Trustees Present

T. Chapman, Chair
M. Forster, Vice Chair
T. Corless
J. McCafferty (teleconference)

Staff Present

A. O'Brien
M. Gray

CALL TO ORDER

Chair Chapman called the Open Session to order at 11:25 a.m.

a.1 MEMORIALS AND PRAYERS

Chair Chapman offered the opening prayer.

a.2 ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

Chair Chapman acknowledged Traditional Lands and Territory.

a.3 ROLL CALL AND APOLOGIES

Trustee McCafferty attended by teleconference.

BUSINESS**d.1 EXECUTIVE COMPENSATION – WEBSITE REVIEW**

Director O'Brien noted that following the request from the Board of Trustees to review the information, staff has developed a list of Frequently Asked Questions and recommendations. Superintendent Gray and Trustee McCafferty advised that he reviewed more than 25 Catholic Boards websites and provided a handout which included a sample of questions that were posted by various Boards. Trustees reviewed each question individually and made changes as necessary. The cover letter was also reviewed and amended. The committee agreed to include links to allow the public to access details easily. Superintendent Gray also provided a step-by-step review of the Framework as posted on the Board's website while highlighting where the proposed changes would be included. Chair Chapman thanked the members of the Committee and staff for their work. She noted that the amendments will be provided to the Board for their approval at a Special Board meeting on December 6, 2017.

ADJOURNMENTMotion No. BI2017-12-05-03Adjournment

Moved by M. Forster seconded by T. Corless

"THAT the Durham Catholic District School Board adjourn the Ad Hoc Committee Meeting of Tuesday, December 5, 2017."

Carried

Tricia Chapman, Chair of the Board
Durham Catholic District School Board

Anne O'Brien, Director of the Education
Durham Catholic District School Board

(1:33p.m.)

Recording Secretary: V. Kunar



Durham Catholic District School Board

MEMORANDUM

To: Board of Trustees

From: Anne O'Brien, Director of Education

Date: December 18, 2017

Subject: **Finance Committee Minutes – December 11, 2017**

Origin: Ryan Putnam, Superintendent of Business & CFO

RECOMMENDATION:

Moved by _____, seconded by _____

“THAT the Durham Catholic District School Board receive as information the minutes of the December 11, 2017 Finance Committee meeting.”

RATIONALE:

See attached.

AOB:RP:br
Attachment



Durham Catholic District School Board

MINUTES of the **OPEN SESSION** of the **FINANCE COMMITTEE** meeting which was held at the Catholic Education Centre on Monday, December 11, 2017.

Committee Members

T. Corless, Chair
M. Forster, Vice-Chair (via teleconference)
J. McCafferty
J. Rinella
T. Chapman, Ex-officio

Staff

R. Putnam, Resource
A. O'Brien
B. Camozzi
R. Rodriguez
M. Hammond

A. CALL TO ORDER

T. Corless called the meeting to order at 7:09 p.m.

a.1 Memorials and Prayers

J. McCafferty offered the opening prayer.

a.2 Roll Call and Apologies

Noted above

B. APPROVAL OF AGENDA

b.1 Changes to the Printed Agenda

Items g.3 and g.4 were switched for order of discussion.

b.2 Approval of Agenda

Motion No. FC-2017-12-11-01

Approval of Agenda

Moved by J. McCafferty, seconded by J. Rinella

"THAT the Finance Committee approve the December 11, 2017 agenda, as amended."

Carried

C. ANNOUNCEMENTS

None

D. NOTICE OF MOTIONS

None

E. DECLARATIONS OF INTEREST

None

F. ACTIONS TO BE TAKEN

f.1 Approval and Signing of Minutes of the October 16, 2017 Finance Committee Meeting

Motion No. FC-2017-12-11-02

Approval of Minutes

Moved by J. McCafferty, seconded by J. Rinella

“THAT the Finance Committee approve the minutes of the October 16, 2017 Finance Committee meeting.”

Carried

f.2 Business Arising from Minutes of the October 16, 2017 Finance Committee Meeting

None

G. DISCUSSION ITEMS

g.1 Multi-Year Capital Program

Superintendent Camozzi provided an overview of the Multi-Year Capital Program. Committee members engaged with staff in dialogue surrounding the various funding sources, related spending and reporting criteria and planned projects over the next three years across the various categories including roofing, paving, learning commons, program retrofits, accessibility requirements and community hubs.

Motion No. FC-2017-12-11-03

Multi-Year Capital Program

Moved by J. Rinella, seconded by J. McCafferty

“THAT the Finance Committee receive as information the Multi-Year Capital Program overview as provided by staff on December 11, 2017.”

Carried

g.2 Multi-Year Technology Program

Ronald Rodriguez, CIO, provided an overview of the Multi-Year Technology Program. Committee members engaged with staff in dialogue surrounding student focused technology, system equity, teacher laptops, administrative computers and infrastructure refresh/investments.

Motion No. FC-2017-12-11-04

Multi-Year Technology Program

Moved by J. McCafferty, seconded by J. Rinella

“THAT the Finance Committee receive as information the Multi-Year Technology Program as provided by staff on December 11, 2017.”

Carried

g.3 2018/2019 Budget Schedule

Superintendent Putnam reviewed the 2018/2019 budget schedule and highlighted the major themes of each of the scheduled Finance Committee meetings.

Motion No. FC-2017-12-11-05

2018/2019 Budget Schedule

Moved by J. McCafferty, seconded by J. Rinella

“THAT the Finance Committee receive as information the 2018/2019 Budget Schedule as provided by staff on December 11, 2017.”

Carried

g.4 2017/2018 Revised Estimates

Superintendent Putnam provided an overview of the 2017/2018 Revised Estimates with a particular focus on the factors that had changed since the 2017/2018 Estimates were approved in June 2017. Such adjustments include: updated enrolment and commensurate staffing, provincial benefit transition costs and carry over of prior year Ministry funding to support specified student achievement initiatives.

Motion No. FC-2017-12-11-06

2017/2018 Revised Estimates

Moved by J. McCafferty, seconded by J. Rinella

“THAT the Finance Committee receive as information the 2017/2018 Draft Revised Estimates as provided by staff on December 11, 2017.”

Carried

Motion No. FC-2017-12-11-07

2017/2018 Revised Estimates

Moved by J. McCafferty, seconded by J. Rinella

“THAT the Finance Committee recommend that the Durham Catholic District School Board approve the 2017/2018 Draft Revised Estimates.”

Carried

MOTION TO MOVE TO IN CAMERA SESSION (8:52 p.m.)

Motion No. FC-2017-12-11-08

Motion to Move into In Camera Session

Moved by J. Rinella, seconded by M. Forster

“THAT the Finance Committee meeting of December 11, 2017 move into In Camera Session.”

Carried

RESUMPTION OF OPEN SESSION (9:50 p.m.)

H. ADJOURNMENT 9:51 p.m.

Motion No. FC-2017-12-11-09

Adjournment

Moved by J. McCafferty, seconded by J. Rinella

“THAT the December 11, 2017 meeting of the Finance Committee be adjourned.”

Carried

J. CLOSING PRAYER

Closing prayer was offered by A. O'Brien.

T. Corless, Chair, Finance Committee

R. Putnam, Resource, Finance Committee

FUTURE MEETING DATES:

Monday, January 15, 2018; Monday, February 12, 2018;
Monday, April 9, 2018; Monday, May 14, 2018; Monday, June 4, 2018

Recording Secretary: B. Rotondi

Capital Planning Priorities

Multi Year Renewal Plan
2017-2020



Funding Sources

- School Renewal Amount (SRA)
- School Condition Index Amount (SCI)
- Full Day Kindergarten Funds (FDK)
- Capital Planning Capacity Funds
- Proceeds of Disposition (POD)
- Hubs Funding

Current SRA 2017-8	\$	1,929,518
Future SRA 2018-9	\$	2,779,000
Future SRA 2019-20	\$	2,779,000
FDK Funding	\$	450,000
Hubs 2017-2018	\$	297,491
Capital Planning Capacity	\$	114,000
SCI 2016-7 and 2017-8	\$	8,342,922
SCI 2018-9	\$	3,500,000
SCI 2019-20	\$	3,500,000
Total	\$	23,691,931



SRA – School Renewal Amount

- Annual funding \$2.78 million (\$1.92 in 2017-8)
- Board must spend the majority of SRA on Capital projects
- Board may spend a portion on maintenance and non-capital spending
- Board must report all Capital project spending in the VFA (Vanderweil Facility Advisors) database annually



SRA – School Renewal Amount

Maintenance	Capital Renewal
< \$10,000	>\$10,000
Typically a repair, sometimes a replacement	Typically replacement of a system or components
Typically individual components rather than whole systems; ie. Painting, Plumbing repairs, Broken door latch, Pump motor	Major building systems involved; ie. Roofing, Boiler, Air Handling Unit, Learning Commons
Work Order Driven	Renewal based on Audits, Reporting and Verification
Not reported to VFA	Reported to VFA

- Maintenance items in SRA include amounts for school based facility renewal amounts, painting and plumbing which appear annually



SCI – School Condition Index

SCI Expenditure Categories by Component	Restricted Renewal 70%	Unrestricted Renewal 30%
A. Substructure (e.g. foundations, basement walls)	Yes	Yes
B. Shell/Superstructure (e.g. roofs, exterior walls and windows)	Yes	Yes
C. Interiors (e.g. stairs, floor finishes, ceilings)	No	Yes
D. Services (e.g. plumbing, HVAC, fire protection and electrical)	Yes	Yes
E. Equipment & Furnishings (fixed items only)	No	Yes
F. Special Construction & Demolition	No	Yes
G. Building Sitework (e.g. parking lots, site lighting, pavements)	No	Yes



SCI – School Condition Index

- Annual funding tied to school condition assessments
- Restricted spending on building systems identified in VFA database
- 70% to be spent on categories A,B,D
- 30% may be spent on categories C,E,F,G
- All spending reported in VFA and Educational Finance Information System (EFIS) for March 31 and October 31 each year
- Board receives funds once expenditures occur



FDK – Full Day Kindergarten

- Board has residual FDK funding available from implementation
- Board can spend this allocation on Kindergarten projects
- Last year 5 outdoor kindergarten play areas were renewed at a cost of \$150,000
- Staff have proposed that 5 additional kindergarten outdoor areas be renewed annually for the next 3 years
- The spending is reported in EFIS



Capital Planning Capacity

- Ministry has funded Boards to undertake planning or develop better data tools
- Board receives \$38,000 annually for this
- Spending has been for a range of studies and services to support VFA tracking and building assessments



POD – Proceeds of Disposition

- Board has an account which it can use to supplement the SCI allocation without Ministry approval
- To use POD for renewal 80% must be for categories A,B,D while 20% can be on C,E,F,G
- Spending must be reported through VFA and EFIS
- If Board wants to spend POD on other projects the Minister must approve the spending



Hubs Funding

- Board was allocated \$297,491 for 2017-2018
- Provided in 2016-7 and 2017-8 to support Boards creating community hubs
- *Not to be used for Child Care spaces which is funded separately*
- May be used on accessibility related projects



Category Spending

<u>Budget Summary</u>	2017-18 Capital Renewal Program		2018-19 Capital Renewal Program		2019-20 Capital Renewal Program		Total Spending 2016-2019	% of Total Spending 2016-2019
	SRA	SCI	SRA	SCI*	SRA	SCI*		
Accessibility Program	\$ 385,000	\$ -	\$ 125,000	\$ 150,000	\$ 125,000	\$ 150,000	\$ 935,000	4.0%
Architectural Upgrades	\$ 3,345,000	\$4,061,100	\$ 50,000	\$ 367,868	\$ 250,000	\$ 50,000	\$ 8,123,968	34.5%
Electrical	\$ -	\$1,251,805	\$ 40,000	\$ 412,400	\$ 40,000	\$ 275,000	\$ 2,019,205	8.6%
Environmental (Asbestos & Mould) Program	\$ -	\$ 70,000	\$ -	\$ 70,000	\$ -	\$ 70,000	\$ 210,000	0.9%
Facility Improvement (Site Based Management)	\$ 130,000	\$ -	\$ 110,000	\$ -	\$ 110,000	\$ -	\$ 350,000	1.5%
Heating and Air Conditioning	\$ -	\$1,175,220	\$ 50,000	\$ 407,618	\$ -	\$ 415,000	\$ 2,047,838	8.7%
Painting Program	\$ 60,000	\$ -	\$ 60,000	\$ -	\$ 30,000	\$ -	\$ 150,000	0.6%
Roofing	\$ -	\$2,603,000	\$ 292,500	\$ 1,407,500	\$ -	\$1,873,000	\$ 6,176,000	26.3%
Site Works (Paving, Play Areas, Fields)	\$ 1,005,000	\$ 52,000	\$ 175,000	\$ 805,855	\$ 286,560	\$ 353,500	\$ 2,677,915	11.4%
Plumbing	\$ 200,000	\$ -	\$ 200,000	\$ -	\$ 200,000	\$ -	\$ 600,000	2.6%
Program Upgrades	\$ 99,000	\$ -	\$ 69,000	\$ -	\$ 69,000	\$ -	\$ 237,000	1.0%
TOTAL	\$ 5,224,000	\$9,213,125	\$ 1,171,500	\$ 3,621,241	\$ 1,110,560	\$3,186,500	\$23,526,926	100.0%



Multi-Year Technology Program

Ronald Rodriguez
Chief Information Officer

December 11, 2017



Technology Capital Investment

YEAR	INVESTMENT
2017-2018	\$1,138,000.00
2018-2019	\$947,300.00
2019-2020	\$781,000.00
2020-2021	\$450,000.00
2021-2022	\$634,000.00
TOTAL	\$3,950,300.00



2017-2018

Arts & Media Program Technology	\$264,000.00
Uninterruptible Power Supply (UPS)	\$100,000.00
PaloAlto Firewalls	\$120,000.00
PaloAlto Panorama	\$10,000.00
Access Points Controllers	\$57,000.00
School Secretaries PC's	\$59,000.00
OMAC Training Lab	\$28,000.00
Elementary Teachers Technology	\$300,000.00
Learning Commons	\$200,000.00
TOTAL	\$1,138,000.00



2018-2019

Datacentre: Storage Area Network (SAN)	\$60,000.00
Datacentre: HyperV Nodes	\$50,000.00
Access Points Controllers	\$57,000.00
Secondary Teachers Technology	\$312,000.00
Mobile/Phone Technology	\$68,300.00
Datacentre: Network Core Switches	\$150,000.00
School Technology Equalization	\$250,000.00
TOTAL	\$947,300.00



2019-2020

Datacentre: Storage Area Network (SAN)	\$60,000.00
Access Points Controllers	\$57,000.00
Secondary Teachers Technology	\$312,000.00
School Administrators Technology	\$102,000.00
School Technology Equalization	\$250,000.00
TOTAL	\$781,000.00



2020-2021

Datacentre: HyperV Nodes	\$50,000.00
Datacentre: Network Core Switches	\$150,000.00
School Technology Equalization	\$250,000.00
TOTAL	\$450,000.00



2021-2022

Elementary Teachers Technology	\$384,000.00
School Technology Equalization	\$250,000.00
TOTAL	\$634,000.00



Questions

Thank You



Durham Catholic District School Board

MEMORANDUM

To: Board of Trustees

From: Anne O'Brien, Director of Education

Date: December 18, 2017

Subject: **2017/2018 Revised Estimates**

Origin: Ryan Putnam, Superintendent of Business & CFO

RECOMMENDATIONS:

1. Moved by _____, seconded by _____

"THAT the Durham Catholic District School Board receive and file the 2017/2018 Revised Estimates."

2. Moved by _____, seconded by _____

"THAT the Durham Catholic District School Board approve the 2017/2018 Revised Estimates."

RATIONALE:

A part of the regular financial cycle of School Boards across the Province is the preparation of Revised Estimates. This exercise essentially entails a review of the major underlying revenue and expenditure factors originally used in preparing the 2017/2018 Estimates. In addition, adjustments are made to include new information which was not known when the initial 2017/2018 school year budget was approved in June 2017.

To: Board of Trustees
Re: 2017/2018 Revised Estimates
Date: December 18, 2017

As noted at the November 27, 2017 Board meeting, use of Operating Reserves was required in the 2016/2017 Financial Statements (totaling \$1.5 million) and is also required in the 2017/2018 Revised Estimates (totaling \$1 million) to offset one-time costs (over a two-year period) resulting from the transition to the Provincial Benefit Plans and commensurate changes to the Board's Actuarial Liability. Otherwise, the budget continues to be balanced in terms of having sufficient anticipated revenue to support planned ongoing operating expenditure.

The budget presented continues to provide for expanded programs and services while maintaining a balanced budget during times of fiscal constraint. Such financial stability will provide the Board with the opportunity and capacity to advance the strategic directions outlined in the Discovery 2020 Strategic Plan ensuring that students and staff will be provided with the resources and supports necessary to foster positive student well-being and achievement now and into the future.

Staff will provide an overview of the adjustments made in the 2017/2018 Revised Estimates and highlight any corresponding impact on the upcoming 2018/2019 budget at the December 18, 2017 Board meeting as part of the Annual CFO Financial Overview.

AOB:RP:br
Attachment



Excellence | Equity | New Evangelization

Durham Catholic District School Board

Catholic Education: Learning & Living in Faith



2017/2018 Revised Estimates (December 2017)



Our Mission

We are called to celebrate and nurture the God-given talents of each student as we serve with excellence in the light of Christ.

Our Vision

Each student in our Catholic learning community embodies excellence and equity by embracing the Ontario Catholic School Graduate Expectations – to be:

- a discerning believer;
- an effective communicator;
- a reflective, creative and holistic thinker;
- a self-directed, responsible lifelong learner;
- a collaborative contributor;
- a caring family member; and
- a responsible citizen.

Our Catholic Values

Faith, evangelizing ourselves and others through scripture, sacrament, prayer and action in service with the home, school and parish.

Hope, giving witness to the belief that we can become who we are called to be.

Love, being present to others with care, compassion, solidarity, community and joy.

Peace, creating opportunities for contemplation, spirituality, reconciliation and forgiveness.

Wisdom, listening and responding to the Holy Spirit.

Inclusion, ensuring a sense of belonging by promoting the dignity and worth of each human life.

Excellence, building on God's grace to achieve our earthly and eternal vocations.

Creativity, celebrating diverse and innovative expressions of God's gifts.

Service, seeking out and responding to local and global needs with prudence, fortitude, humility and charity.

Stewardship, shepherding God's creation and resources for the common good.

Responsibility, demonstrating accountability and fidelity in our thoughts, words and deeds.

Justice, acting and serving with integrity in communion with the Gospel and teachings of Jesus.

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Mission Statement

We are called to celebrate and nurture the God-given talents of each student as we serve with excellence in the light of Christ.



2017/2018 Budget Highlights

- Alignment with key Strategic Plan goals and priorities
- Reflects public consultation and stakeholder input
- Ongoing investment in Religion and Faith Formation resources
- Continuation of Advancing Communication strategies
- Additional Student Services and Special Education supports
- Continuation of Safe and Healthy Schools initiatives
- Advances the Student Well-Being and Achievement mandate
- Provides Pathways to Success opportunities for all students
- Continuation of the Ministry of Education's Province-wide Math Strategy
- Allocation of resources to support Equity and Indigenous Studies
- Provides Staff Development and Capacity Building opportunities
- 21st Century Learning strategies and Emerging Technology initiatives
- Conversion of two Secondary School Libraries to Learning Commons
- Creation of three Elementary School Learning Commons
- Resourcing of after school Transportation and French programs
- Continuation of expanded French and Music program offerings
- Additional staff to support English as a Second Language students
- Enhancement and intensification of International Student programs
- Reflects ongoing implementation of the Long Term Accommodation Plan
- Includes new location for Oshawa Continuing Education programs
- Incorporates Transportation savings from Regional Bell Time Study
- Allocation of School Administrators based on equity factors
- Allocation of School Support Staff based on equity factors
- Incorporates Provincial Labour Framework terms and conditions
- Reflects Provincial Discussion Table staffing investments
- Compliant with Ministry funding enveloping requirements
- Compliant with Ministry legislated class size requirements
- Requires use of operating reserve to offset one-time benefit costs
- Planned operating expenditure equals anticipated operating revenue
- Maintains basic level of reserves for contingency purposes

Table One – Projected Enrolment

Panel	2017/2018 Revised Estimates	2017/2018 Estimates	Variance
Elementary	14,600	14,362	238
Secondary	6,359	6,402	(43)
Total	20,959	20,764	195

Table Two – Operating Revenue

Category	2017/2018 Revised Estimates	2017/2018 Estimates
Ministry Grants (GSN)	\$233,511,745	\$233,175,549
Ministry Funding (EPO)	2,245,737	1,251,410
Recoveries – Secondments	634,735	634,735
Government of Canada	462,837	462,837
Other Provincial Agencies	960,476	832,375
Community Use of Schools	350,000	450,000
Continuing Education Fees	375,000	575,000
International Students	243,750	200,000
Partnership Agreements	300,000	300,000
Other Revenue	259,155	190,000
School Generated Funds	6,700,000	6,700,000
Technology Equalization Fund	500,000	500,000
Operating Reserve Fund	<u>1,000,000</u>	<u>Not required</u>
	<u>\$247,543,435</u>	<u>\$245,271,906</u>

Table Three – Operating Reserve Fund

Balance as at August 31, 2017	\$2,621,442
Applied towards 2017/2018 Budget	<u>(1,000,000)</u>
Balance Available for Future Use	<u>\$1,621,442</u>

Planned Operating Expenses

Category	2017/2018 Revised Estimates	2017/2018 Estimates
Salaries and Benefits	\$210,919,425	\$210,108,092
Student Transportation	6,777,320	6,878,203
Facilities Services	7,448,627	7,465,872
School Budgets	2,216,188	2,193,866
Information and Communication Technology	3,311,103	3,263,348
Academic Services	5,694,733	4,267,686
Business Services	702,664	642,664
Human Resources & Administrative Services	516,515	516,515
Mileage and Travel Allowances	536,640	523,440
Director's Office and Board Administration	242,859	234,859
Legal and Professional Services	364,109	364,109
Trustees and Student Representatives	212,017	212,017
Staff Development and Capacity Building	799,395	799,395
Corporate Communications	121,000	121,000
PDT Professional Development Funds	980,840	980,840
School Generated Funds	<u>6,700,000</u>	<u>6,700,000</u>
	<u>\$247,543,435</u>	<u>\$245,271,906</u>

Academic Services includes:

- Program Services
- Student Services
- Faith Formation
- French Immersion
- Early Years (FDK)
- Safe & Healthy Schools
- Student Success
- Student Achievement
- Continuing Education
- Alternative Education

Staffing Summary by Position

Employee Group	2017/2018 Revised Estimates	2017/2018 Estimates	FTE Change	% Change
<i>Elementary Teachers*</i>	861.37	844.80	16.57	2.0%
<i>Secondary Teachers*</i>	446.33	444.16	2.17	0.5%
Coordinators and Consultants	24.00	24.00	0.00	0.0%
<i>Principals and Vice-Principals</i>	75.00	73.00	2.00	2.7%
Secondments (External/Capital)	5.33	5.33	0.00	0.0%
Director of Education	1.00	1.00	0.00	0.0%
Supervisory Officers	8.00	8.00	0.00	0.0%
Middle Management	35.00	34.00	1.00	2.9%
Non-Union	17.00	17.00	0.00	0.0%
Chaplains and Faith Animator	8.00	8.00	0.00	0.0%
Student Services	41.80	41.80	0.00	0.0%
Educational Assistants	285.50	285.50	0.00	0.0%
<i>Early Childhood Educators*</i>	96.00	97.00	(1.00)	(1.0%)
Custodial and Maintenance*	184.00	184.00	0.00	0.0%
<i>Secretarial/Clerical/Technical*</i>	112.00	112.50	(0.50)	(0.4%)
Trustees	8.00	8.00	0.00	0.0%
Total	2,208.33	2,188.09	20.24	0.9%

Note 1 – categories in *italics* have an enrolment component to the annual allocation.

Note 2 – positions on Secondment are fully recoverable from the external agency or capital fund.

Note 3 – positions with an asterisk (*) are primarily determined by legislation or collective agreement.

Note 4 – the Board is compliant with the Administration & Governance envelope.

Note 5 – the Board is compliant with the Special Education envelope.

Note 6 – the Board is compliant with the Student Achievement envelope.

2017/2018 Non-Operating Budget

Table One – Revenue Sources

Capital Priorities Funding	\$7,639,713
Child Care Centres Funding	3,534,232
Child and Family Centres Funding	1,008,340
Full Day Kindergarten Funding	1,008,340
School Renewal Funding	2,969,665
School Condition Allocation	8,640,858
Greenhouse Gas Reduction Funding	544,982
Community Hubs Funding	668,707
Ministry Funded Debenture Payments	6,683,107
Educational Development Charges	<u>2,000,000</u>
	<u>\$34,697,944</u>

Table Two – Planned Expenses

Unnamed North Oshawa CES	\$11,168,903
Child Care Centres	1,517,552
Child and Family Centres	504,170
School Renewal Program	2,969,665
School Condition Program	8,640,858
Greenhouse Gas Reduction Projects	544,982
Community Hubs Projects	668,707
Debenture Principal Payments	4,195,465
Debenture Interest Payments	2,487,642
Transfer to EDC Reserve	<u>2,000,000</u>
	<u>\$34,697,944</u>

Appendix One - Detailed Operating Expenses

Category	2017/2018 Revised Estimates	2017/2018 Estimates
Salaries and Benefits		
Salaries – Teaching	\$134,947,173	\$135,805,426
Salaries – Support Staff	41,672,601	41,369,390
Statutory Benefits	11,470,176	11,216,363
Employee Benefits	17,679,976	17,567,414
Provincial Benefits Transition	1,000,000	0
Supply Teacher Costs	3,850,724	3,850,724
Lunch Hour Supervisors	298,775	298,775
Subtotal	\$210,919,425	\$210,108,092
Student Transportation		
Elementary	\$3,474,726	\$3,566,297
Secondary	1,911,001	1,920,313
Special Education	1,281,593	1,281,593
Administration	110,000	110,000
Subtotal	\$6,777,320	\$6,878,203
Facilities Services		
Utilities	\$4,469,930	\$4,625,343
Maintenance	837,173	837,173
Snow Removal	600,000	600,000
Portable Moves	389,897	251,729
Custodial Supplies	365,000	365,000
Remaining	786,627	786,627
Subtotal	\$7,448,627	\$7,465,872
School Budgets		
Elementary	\$1,122,324	\$1,095,080
Secondary	1,093,864	1,098,786
Subtotal	\$2,216,188	\$2,193,866

Appendix One - Detailed Operating Expenses (cont'd)

Category	2017/2018 Revised Estimates	2017/2018 Estimates
Information Technology		
Software Licenses	\$1,302,000	\$1,294,000
Wide Area Network	639,000	639,000
Telephone Services	160,000	160,000
Multi-Year Program	650,000	650,000
Cellular Technology	150,000	150,000
Remaining	410,103	370,348
Subtotal	\$3,311,103	\$3,263,348
Academic Services		
Teaching and Learning	\$571,161	\$425,958
Student Services	823,180	593,139
Faith Formation	267,150	267,150
System/Regional Programs	350,000	350,000
Safe & Healthy Schools	68,284	68,284
Student Success	778,415	429,576
Student Achievement	118,393	71,496
Continuing Education	1,294,393	1,288,243
Alternative Education	236,500	236,500
International Students	105,391	100,000
Aboriginal Education	62,225	62,225
Parent Involvement	100,548	32,010
Outdoor Education	110,826	110,826
Assistive Technology	808,267	232,279
Subtotal	\$5,694,733	\$4,267,686

Appendix One - Detailed Operating Expenses (cont'd)

Category	2017/2018 Revised Estimates	2017/2018 Estimates
Business Services		
Insurance	\$488,664	\$428,664
Audit and Actuarial Fees	60,000	60,000
Cafeteria Equipment	93,500	93,500
Remaining	60,500	60,500
Subtotal	\$702,664	\$642,664
Human Resources & Administrative Services		
Health and Safety	\$99,100	\$99,100
Summer Students	106,965	106,965
CPCO Membership	119,600	119,600
Employee Family Assistance Program	55,000	55,000
Remaining	135,850	135,850
Subtotal	\$516,515	\$516,515
Mileage and Travel Allowances		
Mileage Reimbursement	\$252,480	\$239,280
Travel Allowances	284,160	284,160
Subtotal	\$536,640	\$523,440
Director's Office and Board Administration		
Board Memberships	\$54,000	\$54,000
System Wide Mass	20,000	20,000
Partnerships	25,000	25,000
School Celebrations	50,000	50,000
Accessibility Supports	22,000	22,000
Remaining	71,859	63,859
Subtotal	\$242,859	\$234,859

Appendix One - Detailed Operating Expenses (cont'd)

Category	2017/2018 Revised Estimates	2017/2018 Estimates
Legal and Professional Services		
Subtotal	\$364,109	\$364,109
Trustees and Student Representatives		
OCSTA Membership	\$104,017	\$104,017
Student Trustees	25,000	25,000
Professional Development	40,000	40,000
Other	43,000	43,000
Subtotal	\$212,017	\$212,017
Staff Development and Capacity Building		
Teacher Release Time	\$799,395	\$799,395
Subtotal	\$799,395	\$799,395
Corporate Communications		
Public Relations	\$50,000	\$50,000
JK/FI Registration	25,000	25,000
Trustee Initiatives	10,000	10,000
Website	20,000	20,000
Remaining	16,000	16,000
Subtotal	\$121,000	\$121,000
PDT Professional Development Funds		
Subtotal	\$980,840	\$980,840
School Generated Funds		
Elementary	\$3,950,000	\$3,950,000
Secondary	2,750,000	2,750,000
Subtotal	<u>\$6,700,000</u>	<u>\$6,700,000</u>
	<u>\$247,543,435</u>	<u>\$245,271,906</u>

Strategic Plan Themes and Priorities

Witnessing Faith

Celebrating Equity, Excellence and New Evangelization



Creating and Sustaining a Caring Catholic School Culture

Building Relationships and Developing People

Teaching and Learning in the Formation of a Distinct Catholic Identity

Teaching and Learning

Leading and Learning in the 21st Century Classroom



Achieving Instructional Excellence

Instruction for the 21st Century

Assessment, Evaluation and Reporting

Expanding Pathways

Differentiating Opportunities for Every Student's Future



Adopting a Pathways Planning Mindset

Assisting Students with Transitions Planning

Promoting Student Engagement

Inspiring Leadership

Promoting a Culture of Professional Growth



Employee Performance Growth

Capacity Building

Board Leadership Strategy

Celebrating Inclusion

Personalization, Precision and Professional Development



Universal Design for Learning

Differentiated Practice

Precise and Personalized Intervention

Serving in Partnership

Building Connections to Enhance Catholic Education



Classroom, School and Board

Outreach and Programs

Parents, Stakeholders and Community Involvement

Emerging Technology

Empowering Today for a Changing Tomorrow



Infrastructure, Security and User Experience

Information Management

Ministry Compliance – Managing Information for Student Achievement (MISA)

Advancing Communications

Strengthening Relationships to Enhance Student Achievement



Collaborative Communication

Branding and Visual Identity

Community Engagement

Managing Resources

Establishing Sustainable Priorities and Raising Stakeholder Confidence



Financial Stability

Resource Management

System Accountability

Continuing Education

Serving the Needs and Interests of All Learners



Career Training and Personal Development

Expanding and Extending Programs

Promoting Student Engagement

Glossary – Ministry Funding

Ministry Funding Sources

Grants for Student Needs (GSN)

The Ministry provides funding to School Boards based primarily on an enrolment based funding model on a per pupil basis to support the basic operations of a school system (eg – Teachers, Utilities, Consumable Supplies). Special purpose grants are provided to support specific students (eg – Special Education), services (eg - Transportation) or programs (eg – French Language Instruction). Certain funding areas have specific spending criteria (called envelopes) as outlined below.

Education Programs Other (EPO)

The Ministry provides funding through the various divisions (eg – Literacy and Numeracy, Student Success) to support specific targeted initiatives in support of current education priorities. These initiatives can change depending on the Provincial priorities and must be spent in support of the specific initiative. The funds support specified staffing, professional development (eg - teacher release time) and resources and typically require a dedicated report back to the Ministry with respect to expenditure and outcomes.

Ministry Funding Envelopes/Restrictions

Special Education

Funds may only be used for Special Education related expenditures.

Board Administration

Expenditure may not exceed Board Administration funding.

Operating Funds

May be used to support Operating or Capital Expenditures.

Capital Funds

May only be used to support Capital related expenditure.

Balanced Budget

The Operating budget does not require reliance on reserves.

Operating Reserves

Ministry requirement to maintain 1-2% for unexpected events.

Glossary – Academic Program Definitions

Student Achievement

Using the school effectiveness framework educators learn more about instructional strategies, student assessment and effective practice through observation, analysis and collaboration. The framework is also used as a tool to inform School and Board Improvement Plans. The Board has incorporated school effectiveness related funding into its Student Achievement and Professional Development programs and portfolios.

Teaching and Learning

Provides for curriculum related resources and supports for all subject areas including Music/Arts, Literacy, Numeracy, Religion, Sciences/Technology, Health and Physical Education, 21st Century Learning/Innovation and e-Learning.

Student Success

The Student Success portfolio focuses on providing every student in Grades 7-12 with various pathways and opportunities to reach their ultimate potential and goals through such initiatives as Specialist High Skills Majors, Dual Credit, Transitions, Reengagement and Alternative Education programs.

Safe and Accepting Schools

The Ministry and Board believe that a safe, inclusive and accepting school environment is a necessary condition for student well being and achievement. Building a positive and inclusive school climate requires healthy and respectful relationships among and between students, staff, parents and the community.

Faith Formation

The Board budget provides for various faith formation related activities, retreats and celebrations in addition to the purchase of religion textbooks, Many Gifts resources and Bibles for our Grade 4 students.

Parent Involvement

The Ministry and Board recognize that student achievement improves when parents play an active role in their children's education and that parent engagement is a key factor in the enhancement of student well-being. The Ministry provides funding to Boards to support parent involvement activities at the district and school level through a base annual allocation as well as through specific application based grants (PRO – Parents Reaching Out).



Durham Catholic District School Board

MEMORANDUM

To: Board of Trustees

From: Anne O'Brien, Director of Education

Date: December 18, 2017

Subject: **Annual Chief Financial Officer Overview**

Origin: Ryan Putnam, Superintendent of Business & CFO

RECOMMENDATION:

Moved by _____, seconded by _____

"THAT the Durham Catholic District School Board receive as information the Annual Chief Financial Officer Overview."

RATIONALE:

The Superintendent of Business and Chief Financial Officer will present the Annual Chief Financial Officer Overview at the December 18, 2017 Board meeting.

AOB:RP:br



Durham Catholic District School Board

MEMORANDUM

To: Board of Trustees

From: Anne O'Brien, Director of Education

Date: December 18, 2017

Subject: **Annual Audit Committee Activity Report**

Origin: Ryan Putnam, Superintendent of Business and Chief Financial Officer

RECOMMENDATION:

Moved by _____, seconded by _____

"THAT the Durham Catholic District School Board receive as information the Annual Audit Committee Activity Report."

RATIONALE:

A component of Ministry reporting is for School Boards to provide an annual summary of Audit Committee Activity and in particular, to indicate work undertaken in the previous school year through the Internal Audit function. Attached is an Activity Report highlighting the various discussion items and initiatives undertaken by the Audit Committee during the past four years. The report will be submitted to the Ministry of Education prior to the January 15, 2018 deadline.

AOB:RP:br
Attachment



Durham Catholic District School Board

MEMORANDUM

To: Ministry of Education – Business Services Branch

From: Ryan Putnam, Superintendent of Business & CFO

Date: December 18, 2017

Subject: **Annual Audit Committee Activity Report**

Copy: Kathleen LeFort, Audit Committee Chair
Anne O'Brien, Director of Education

Background

The Durham Catholic District School Board (DCDSB) has had an established and active Audit Committee for a number of years. With the introduction of Ontario Regulation 361/10 in 2010 the Committee was extended to include external members. Over the past seven years the external members have provided valuable insight and expertise in supporting Board members assigned to the Committee. In addition, there has been a focused effort to maintain continuity of the Board members assigned to the Committee from a capacity building and core competency perspective.

The Committee meets a minimum of three times a year and has a broad range of discussion items and topics on each agenda in the context of its statutory and fiduciary responsibilities. A summary of the agenda items for the past four years is attached as Appendix One. The Board's External and Internal Auditors are invited to attend the meetings in the context of their respective roles and duties.

All minutes of the Audit Committee meetings are provided to the Board of Trustees for information with any action items presented for approval as required. The information contained within this report is drawn from excerpts of various reports to the Audit Committee and Board of Trustees during the past four years. This summary report is being provided to the Board of Trustees as an information item prior to submission to the Ministry of Education as part of the annual reporting requirements.

External Audit

The Audit Committee meets with the Board's External Auditors a minimum of twice each year. The first meeting is in September to approve the year end audit plan with the second meeting taking place in November to review the audit results and discuss any internal control and/or governance related matters. The Audit Committee is responsible for recommending approval of the Audited Financial Statements as well as the appointment or annual re-appointment of the External Auditors for consideration by the Board of Trustees.

To: Ministry of Education
Re: Annual Audit Committee Activity Report

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Internal Audit

The Board enjoys a very fluid and positive working relationship with the Regional Internal Audit Manager and the assigned Senior Auditor. Much work has occurred over the past four years with many of the audits undertaken being of a value added nature in areas of risk to the Board both financially and operationally. The Annual Internal Audit Plan is presented to the Audit Committee each September for recommendation to the Board of Trustees with updates provided by the Internal Audit Team throughout the year. A summary of the audits completed over the course of the past four years is provided as Appendix Two. Following approval of the Internal Audit Plan the Senior Internal Auditor is granted autonomy to work directly with the respective Superintendents and staff in order to execute the audit work. All audit findings and recommendations are reviewed with the Director of Education and Superintendent of Business & CFO prior to being formally presented to the Audit Committee. Follow up audits are commissioned and performed to ensure any recommendations and remedial actions have been implemented.

Concluding Remarks

From a staff perspective the Audit Committee provides a forum to review and discuss items of material risk to the Board from a financial, legal and operational perspective. The Committee has developed a level of proficiency that enables it to carry out its mandate in an efficient and effective manner providing recommendations to the Board and direction to staff on key issues. The internal audit function continues to develop and mature into critical process and risk based audits providing value to both staff and the Board. The Board of Trustees and Senior Administration has embraced the presence and premise of internal audit and will continue to work in collaboration with the Internal Audit Team to ensure the purpose and intent of the internal audit initiative is achieved with continuous improvement, transparency and accountability at the center of the audit program.

Respectfully submitted,

Ryan Putnam, CPA, CA
Superintendent of Business & CFO

To: Ministry of Education
Re: Annual Audit Committee Activity Report

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Appendix One – Audit Committee Discussion Items

January to December 2014

- 2013/2014 Year End External Audit Plan
- 2013/2014 Year End External Audit Report
- 2013/2014 Audited Financial Statements
- Re-Appointment of External Auditors
- Quarterly Budget Status Reports
- Internal Audit Plan for 2014/2015
- Regional Internal Auditor Updates

January to December 2015

- 2014/2015 Year End External Audit Plan
- 2014/2015 Year End External Audit Report
- 2014/2015 Audited Financial Statements
- Re-Appointment of External Auditors
- Quarterly Budget Status Reports
- Internal Audit Plan for 2015/2016
- Regional Internal Auditor Updates

January to December 2016

- 2015/2016 Year End External Audit Plan
- 2015/2016 Year End External Audit Report
- 2015/2016 Audited Financial Statements
- Re-Appointment of External Auditors
- Quarterly Budget Status Reports
- Internal Audit Plan for 2016/2017
- Regional Internal Auditor Updates

January to December 2017

- 2016/2017 Year End External Audit Plan
- 2016/2017 Year End External Audit Report
- 2016/2017 Audited Financial Statements
- Re-Appointment of External Auditors
- Quarterly Budget Status Reports
- Internal Audit Plan for 2017/2018
- Regional Internal Auditor Updates

To: Ministry of Education
Re: Annual Audit Committee Activity Report

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Appendix Two – Internal Audit Initiatives

2013/2014 Completed

- ERP Steering Committee Member
- Student Enrolment and Attendance
- Director of Education Expenses
- Annual Trustee Expense Audit

2014/2015 Completed

- Internal Audit Program & Heat Maps
- Student Enrolment and Attendance
- Director of Education Expenses
- Annual Trustee Expense Audit

2015/2016 Completed

- Continuing Education Financial Analysis
- Student Information System Process Mapping
- Information Technology Asset Management
- Director, Superintendent and CIO Expenses
- Annual Trustee Expense Audit

2016/17 Completed

- School Funds Cash Collections
- Director, Superintendent and CIO Expenses
- Annual Trustee Expense Audit

2017/2018 Planned

- Critical Functions Assessment
- Attendance Support Data Analysis
- Classroom Instructional Blocks
- Student Enrolment and Attendance
- Director, Superintendent and CIO Expenses
- Annual Trustee Expense Audit

Future Considerations

- Records and Document Management
- Vendor Performance Management
- Health and Safety Risk Management
- Customer Service Standards
- Special Education Processes



Durham Catholic District School Board

MEMORANDUM

To: Board of Trustees

From: Anne O'Brien, Director of Education

Date: December 18, 2017

Subject: **Year of Service Update**

Origin: Rosemary Leclair, Superintendent of Education

RECOMMENDATION

Moved by _____, seconded by _____

"THAT the Durham Catholic District School Board receive and file as information the update on activities in support of the Durham Catholic District School Board's Year of Service."

BACKGROUND

Through the development and implementation of the *Discovery 2020: Strategic Plan*, the guiding principles of Excellence, Equity and New Evangelization set the foundation for our system planning and strategic actions in Witnessing Faith. Beginning in September 2015, and based on the document entitled *The Essential Elements of Evangelization Today* (Catholic Bishops of Canada), a three-year plan for New Evangelization was launched. This plan identified three essential elements of New Evangelization which have served as our spiritual themes each year. The essential elements or spiritual themes are as follows:

- Witness (2015/2016);
- Community (2016/2017); and
- Service (2017/2018).

Through the development of these spiritual themes, a number of system level initiatives were planned to celebrate the distinctive Catholic identity of our schools and school system. Initiatives such as the Witness Walk of Faith, and Day of Community Catholic Graduate Celebration and Day of Community System-Wide Faith P.A. Day are a few examples of the system level celebrations that have taken place to enliven these themes. Student voice videos were also created and posted under the "Our Faith" section of the Board website, as a

testament to the witness of our students, the strength of our Christian communities and the commitment to service that exists within our Catholic schools.

YEAR OF SERVICE

The ministry of service is our system-wide focus this year, rooted in the gospel of Matthew:

“Truly I tell you, just as you did it to one of the least of these who are my brothers and sisters, you did it to me.” (Matthew 25:40)

Actions that have been undertaken to promote service as a call to action include (but are not limited to) the following system level initiatives:

- Year of Service launch at Director’s Summer Institute and August P.A. Day for all staff;
- Blessing and installation of Year of Service statues and graphics placed in every school and administrative office of the Board;
- Blessing of Year of Service statue at the Catholic Education Centre;
- Year of Service System-Wide Mass for Staff;
- Board-wide fundraising efforts for hurricane relief;
- Year of Service Student Summit for secondary school student leaders focused on an action plan to promote Pope Francis’ inaugural World Day of the Poor;
- Student Trustee participation in ShareLife’s World Day of the Poor student outreach day;
- Development of Charitable Action Plans by each school in conjunction with their Catholic School Councils;
- Development of Year of Service resources for staff;
- Durham Catholic Parent Involvement Committee’s Advent Family Movie collection for the The Refuge, Oshawa;
- Departmental commitment to service outreach projects throughout the year; and
- Creation of a [Year of Service Video](#) sharing student voice in the ministry of service.

In addition to the system level initiatives which have been launched, each school has been asked to view service as a call to action, and has been engaged in local outreach campaigns, both at the school and classroom level. Schools have been encouraged to share their stories using the #DCDSBService.

NEXT STEPS

We continue to be impressed with the efforts of our staff and students to answer the call to service, and we will continue to promote and celebrate the good works

that are happening across the system. As the current three-year New Evangelization plan will draw to a close this year, we will assess its impact on the system and begin the process of developing the next three-year plan to promote New Evangelization. This plan will launch in September 2018 and will incorporate the spiritual direction we receive from the Bishops' next Pastoral Letter which will be entitled *Renewing the Promise*. The next Pastoral Letter is expected for release in Spring 2018.



Durham Catholic District School Board

MEMORANDUM

To: Board of Trustees

From: Anne O'Brien, Director of Education

Date: December 18, 2017

Subject: **Music Programs**

Origin: Tracy Barill, Superintendent of Education, Teaching and Learning

RECOMMENDATIONS

Moved by _____, seconded by _____

<p>"THAT the Durham Catholic District School Board receive as information the written report on Music Programs of December 18, 2017"</p>
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Purpose

The purpose of this report is to provide further information to the Board of Trustees regarding elementary and secondary music programs in the Board.

Background

At the Board Meeting of November 27, 2017 staff presented a report to Board providing updates on the implementation of the Regional Arts and Media Program. It was requested at that time that a further report be provided regarding music programs in the Board.

Music Instruction

In the Elementary panel (Grades 1-8) under the Ontario Curriculum, Music is one of four strands of The Arts (Drama, Dance, Music and Visual Arts). The curriculum further

specifies that the Arts, including Music are to be taught through the “creative process”. The overall expectations for the creative process are broken down as follows:

- Creating and Performing
- Reflecting, Responding and Analyzing
- Exploring Forms and Cultural Contexts

For the performing expectations of the curriculum, students can use their voice and/or a variety of standard and non-standard instruments.

In some elementary schools, a traditional instrumental music program has been established and supported with central funding. Many schools however, offer a variety of different performing options (ex. Ukelele, Recorder, Boomwhackers, Djembe drums, Aboriginal Hand Drums, Keyboards, Guitar). The program offerings are contingent upon staffing.

For scheduling purposes, it is recommended that students receive 160 minutes of Arts programming (this includes all four strands) in every 5 day cycle throughout the school year.

In Secondary Schools, sections of music which are delivered at each school are contingent upon student course selection. One credit in the Arts is a requirement for the attainment of a Ontario Secondary School Diploma.

The following chart provides the Board with a preliminary overview of program offerings. Working with the Information and Communication Technology Department, staff will endeavor to create a comprehensive inventory of instruments using the previously developed asset management software currently in place for technology acquisitions.

Board Sponsored Instrumental Music Program				
	FOS	Feeder School	Teacher	Grades
Music is taught to these students for one period in each 5 day cycle all school year	St. Mary	St. Monica	Amanda Fera	K-6 Music 7/8 instrumental
	D'OC	St. Bernadette	Mark Prior	K-6 Music 7/8 instrumental
	All Saints	St. Luke & St. Leo	Steven Parker (both schools)	K-8 (St. Leo) 4-8 (St. Luke)

	Fr. Leo J. Austin	St. Bernard	Victoria Dymont	K-6 Music 7/8 Instrumental
	Msgr Paul Dwyer	St. Joseph, Oshawa	Timothy Chan	K-6 Music 7/8 Instrumental
	Msgr. J. Pereyma	Msgr. John Pereyma	Mary Lynne Calvert	7/8 Instrumental
	Totals	7 Schools		
Djembe Drum Information				
	<ul style="list-style-type: none">•5 sets of 30 djembe drums are available for borrowing throughout the System (a new set was just purchased fall 2017)•One/two month borrowing period (depending on availability)•Previous Training involved 38 educators from 31 of our elementary schools•15 new drumming facilitators were recently trained (fall 2017). Currently, DCDSB has a total of 53 trained drumming facilitators throughout the system.•32/38 schools have been using them to support curriculum over the past 6 years. <p>*All but the following schools have received training: Holy Family, St Isaac Jogues, St John & St Paul</p>			
Aboriginal Hand Drums				
	<ul style="list-style-type: none">•In support of Aboriginal Education, 3 sets of 30 hand drums were purchased in 2015•15 educators received a series of 3 after school Sharing of Excellence training<ul style="list-style-type: none">• Community Elder and Knowledge Keeper were part of this training• Session 1: History of the hand drum, care and techniques			

	<ul style="list-style-type: none"> • Sessions 2 and 3: Curriculum lessons • These are offered on a borrowing schedule much like the djembe schedule to support curriculum
Other Instruments	
	<p>Most of our schools offer students some form of instrumental experience. The most common being “voice” and Recorder (many have Recorder Karate which provides students with “belts” as they achieve proficiency levels).</p> <p>Select schools have purchased the following:</p> <ul style="list-style-type: none"> • Keyboards • Guitar • Ukuleles • Djembes or bucket drumming • Boomwhackers
Moving Forward	
	<ul style="list-style-type: none"> • Work with ICT to establish a real time inventory of all musical instruments • Continue to offer Sharing of Excellence Training: Music to My Peers • Continue to offer Instrumental Music Program at the current 7 sites • Continue to provide drums (djembes and hand drums) on a borrowing schedule to support curriculum teaching and learning • Provide instrument specific supports for elementary Curriculum Coverage Teachers who are delivering music so that they can bring “performance” to their programs

	<p>(ie: SOE: Introduction to the Ukulele)</p> <ul style="list-style-type: none"> •Encourage a diversity of music experiences through the introduction of a variety of instruments to engage students as they meet music curriculum expectations •Encourage attendance at Ontario Music Educators Association (OMEA) yearly conference •Encourage educator membership with OMEA (\$75.00) •Continue to offer Toronto Symphony Orchestra (TSO) attendance which offers a rich, curriculum connected audience experience for both English and French students •Collect some secondary school data to help us understand the effects on course selections (one Arts elective) •Continue to offer Showcase of the Arts as a means to share and showcase Arts learning •Encourage feeder school engagement with Music educators •Half Day Arts Workshop focused on Music
--	--

Elementary School Name	Newly Trained Drum Facilitators	Instruments- Board Purchased/Rented	Extra Curricular	Additional Information/ School Purchases
Additional Information →	*In the past, 31 schools had one teacher trained from each school	*DCDSB rents instruments from Gazebo Music. We have purchased 5 sets of djembe drums and 3 sets of Aboriginal Hand Drums which circulate between schools.		
St. John Paul II		Borrow the DCDSB djembe drums		Djembe drums
St. Andre Bessette	√	Borrow the DCDSB djembe drums		
Father Fenelon	√	Borrow the DCDSB djembe drums	Glee club Djembe Drum Club	

Father Joseph Venini	√	Borrow the DCDSB djembe drums		Class set of ukuleles
Good Shepherd	√	Borrow the DCDSB djembe drums		Djembe Drums
St. John XXIII		Borrow the DCDSB djembe drums		
Monsignor Philip Coffey		Borrow the DCDSB djembe drums		
St. Teresa of Calcutta				
Sir Albert Love	√	Borrow the DCDSB djembe drums		
St. Bernadette *		*Instrumental Program Borrow the DCDSB djembe drums		
St. Bernard*	√	*Instrumental Program		
St. Bridget				Djembe drums
St. Catherine of Siena				
St. Christopher	√		Gr. 8 Garage band	Bucket drums Glockenspiels Keyboards
St. Elizabeth Seton	√	Borrow the DCDSB djembe drums		
St. Francis de Sales	√	Borrow the DCDSB djembe drums		
St. Hedwig	√	Borrow the DCDSB djembe drums	Christmas Choir	
St. Isaac Jogues		Borrow the DCDSB djembe drums		
St. James				
St. John Bosco	√	Borrow the DCDSB djembe drums	Ukulele club Borrows DCDSB djembe drums	
St. John the Evangelist		Borrow the DCDSB djembe drums		-class set of guitars (Gr. 8s)
St. Joseph (Oshawa)*		*Instrumental Program		

St. Joseph (Uxbridge)		Borrow the DCDSB djembe drums		
St. Josephine Bakhita		Borrow the DCDSB djembe drums		
St. Jude		Borrow the DCDSB djembe drums		
St. Kateri Tekakwitha	√	Borrow the DCDSB djembe drums		
St. Leo*	√	*Instrumental Program Borrow the DCDSB djembe drums		
St. Luke*	√	*Instrumental Program Borrow the DCDSB djembe drums		Class set of ukuleles
St. Marguerite d'Youville	√			Djembe drum set
St. Mark the Evangelist		Borrow the DCDSB djembe drums		
St. Matthew	√	Borrow the DCDSB djembe drums		
St. Monica*		*Instrumental Program		
St. Patrick		Borrow the DCDSB djembe drums		Class set of ukuleles (to be purchased)
St. Paul		Borrow the DCDSB djembe drums		Djembe drum set
St. Theresa		Borrow the DCDSB djembe drums		
St. Thomas Aquinas				Key boards (class set) Djembe drums (class set of small drums) Music cart (percussion instruments)
St. Wilfrid				Some ukuleles

School	Courses		Extra Curricular
Msgr. J. Pereyma	45 mins everyday (6 intermediate classes)		*7/8 Instrumental Program band
	Guitar Music	AMG2O1	
	Guitar Music	AMG3O1	
	Music	AMU1O1	
	Music	AMU2O1	
	Music	AMU3M1	
	Music	AMU4M1	
	Music - Vocal/Choral	AMV1O1	
	Music - Vocal/Choral	AMV2O1	
	Music - Vocal/Choral	AMV3M1	
Total Students→53			
Father Leo J. Austin	Dramatic Arts - Music Theatre	ADB2O1	
	Dramatic Arts - Music Theatre	ADB3M1	
	Dramatic Arts - Music Theatre	ADB4M1	
	Instrumental Music - Band	AMI1O1	
	Instrumental Music - Band	AMI2O1	
	Instrumental Music - Band	AMI3M1	
	Instrumental Music - Band	AMI4M1	
	Music - Vocal/Choral	AMV1O1	
	Music - Vocal/Choral	AMV2O1	
	Music - Vocal/Choral	AMV3M1	
	Music - Vocal/Choral	AMV4M1	
Total Students→153			

St. Mary	Dramatic Arts - Music Theatre	ADB3M1	4 bands (5x weekly) <ul style="list-style-type: none">• Junior Band• Intermediate Band• Senior Concert Band• Senior Jazz Band Vocal- Choir (2x weekly)
	Dramatic Arts - Music Theatre	ADB4M1	
	Guitar Music	AMH3M1	
	Guitar Music	AMH4M1	
	Instrumental Music - Band	AMI1O1	
	Instrumental Music - Band	AMI1O1	
	Instrumental Music - Band	AMI1O2	
	Instrumental Music - Band	AMI2O1	
	Instrumental Music - Band	AMI2O1	
	Instrumental Music - Band	AMI3M1	
	Instrumental Music - Band	AMI4M1	
	Music	AMU2O1	
	Music - Vocal/Choral	AMV1O1	
	Music - Vocal/Choral	AMV2O0	
	Music - Vocal/Choral	AMV2O1	
	Music - Vocal/Choral	AMV3O1	
	Vocal Jazz	AMJ3M1	
	Vocal Jazz	AMJ4M1	
	Vocal Jazz	AMJ3M1	
	Vocal Jazz	AMJ4M1	
Total Students→ 274			
Notre Dame	Guitar Music	AMG2O1	
	Guitar Music	AMG3O1	
	Guitar Music	AMG4M1	

	Instrumental Music - Band	AMI1O1	
	Instrumental Music - Band	AMI2O1	
	Music - Vocal/Choral	AMV1O1	
	Music - Vocal/Choral	AMV2O1	
	Music - Vocal/Choral	AMV3M1	
	Small Ensemble	AME3M1	
	Small Ensemble	AME4M1	
	Steel Drum - Music	AMQ2O1	
	Steel Drum - Music	AMQ3M1	
	Steel Drum - Music	AMQ4M1	
	Total Students→156		
Denis O'Connor	Dramatic Arts - Music Theatre	ADB3M1	<ul style="list-style-type: none">• Rock/R&B Ensemble• Concert Band• Concert Choir• Musical Theatre Pit Orchestra• T.Y.G. (Hip-Hop writing and performance group)
	Dramatic Arts - Music Theatre	ADB4M1	
	Guitar Music	AMG3M1	
	Guitar Music	AMG3M1	
	Guitar Music	AMG4M1	
	Instrumental Music - Band	AMI1O1	
	Instrumental Music - Band	AMI1O2	
	Instrumental Music - Band	AMI2O1	
	Instrumental Music - Band	AMI3M1	
	Instrumental Music - Band	AMI4M1	
	Music - Vocal/Choral	AMV1O1	
	Music - Vocal/Choral	AMV2O1	
	Music - Vocal/Choral	AMV3M1	

	Music - Vocal/Choral	AMV4M1		
	Total Students→ 147			
All Saints	Dramatic Arts - Music Theatre	ADB3M1		
	Dramatic Arts - Music Theatre	ADB3M1		
	Dramatic Arts - Music Theatre	ADB4M1		
	Dramatic Arts - Music Theatre	ADB4M1		
	Instrumental Music - Band	AMI1O1		
	Instrumental Music - Band	AMI2O1		
	Instrumental Music - Band	AMI3M1		
	Instrumental Music - Band	AMI4M1		
	Music - Vocal/Choral	AMV1O1		
	Music - Vocal/Choral	AMV2O1		
	Music - Vocal/Choral	AMV3M1		
	Music - Vocal/Choral	AMV4M1		
	Total Students→127			
Msgr.Paul Dwyer	Guitar Music	AMG2O1		
	Guitar Music	AMG3M1		
	Guitar Music	AMG4M1		
	Music	AMU1O1		
	Music	AMU1O2		

	Music	AMU2O1	
	Music	AMU2O2	
	Music	AMU3M1	
	Music	AMU3M2	
	Music	AMU4M1	
	Music	AMU4M2	
	Music - Vocal/Choral	AMV1O1	
	Music - Vocal/Choral	AMV2O1	
	Music - Vocal/Choral	AMV3M1	
	Music - Vocal/Choral	AMV4M1	
Total Students→148			



Durham Catholic District School Board

MEMORANDUM

To: Board of Trustees

From: Anne O'Brien, Director of Education

Date: December 18, 2017

Subject: **Community Innovation Lab Partnership**

Origin: Bob Camozzi, Superintendent of Education

RECOMMENDATION:

Moved by _____, seconded by _____

"THAT the Durham Catholic District School Board receive and file as information the Community Innovation Lab Partnership presentation."

RATIONALE:

The Community Innovation Lab (i-Lab) is breaking new ground in entrepreneurship and innovation in Durham Region with the opening of the Co-iLab hub. Powered by a 6,000 square-foot space, the Co-iLab hub is purposely designed to inspire and enable a vibrant entrepreneurial community through collaboration, ideation, acceleration and networks. This space has been made possible through a (OTF) Grow grant by the Ontario Trillium Foundation, and an innovative partnership with the Durham Catholic District School Board where an underutilized wing at Monsignor Paul Dwyer Catholic High School was repurposed to create the Co-iLab Hub for entrepreneurship and innovation.

AOB:RL:CH



Durham Catholic District School Board

MEMORANDUM

To: Board of Trustees

From: Anne O'Brien, Director of Education

Date: December 18, 2017

Subject: Unnamed North Oshawa Catholic Elementary School Boundary Report

Origin: Bob Camozzi, Superintendent of Education, Facilities Services
Rosemary Leclair, Superintendent of Education, Family of Schools
Lewis Morgulis, Manager of Planning, Admissions & Partnerships

RECOMMENDATIONS

Moved by , seconded by

"THAT the Durham Catholic District School Board receive as information the Unnamed North Oshawa Catholic Elementary School Boundary Report dated December 18, 2017."

RATIONALE

On February 27, 2017 the Board of Trustees received the Long Term Accommodation Plan 2017-2021 (LTAP) report and approved the guiding principles and actions to be undertaken. Within the LTAP report, staff was directed to review the boundaries between Father Joseph Venini Catholic School and the Unnamed North Oshawa Catholic Elementary School. This report summarizes the requirements to develop school boundaries in accordance with Board Policy PO-415.

Boundary Policy

In accordance with Board Policy PO-415 School Boundary, a proposed school boundary is developed for each Catholic Elementary and Secondary School located within the Board's jurisdiction. The development of boundaries is

To: Board of Trustees
Re: Unnamed North Oshawa Catholic Elementary School Boundary Report
Date: December 18, 2017

undertaken to create neighbourhood or community schools. The boundary of each school should be of a sufficient size to sustain the long-term operation of the school at a full or near full capacity level.

Staff is required, through Policy, to report to the Board of Trustees with respect to the proposed boundaries. The Board of Trustees approves "In Principle" so that when the community consultation process commences, the affected schools will have a draft set of boundaries to work from, and provide comments on.

Following the meetings with the affected communities, and based on input from these communities, a final report on the proposed set boundaries is brought to the Board of Trustees for approval.

Boundary Review Process

1. Staff develop draft boundaries for review by Administrative Council;
2. The draft boundaries are brought forward to Trustees for Approval "In Principle";
3. Staff are directed to meet with the affected school communities to present the approved "In Principle" boundaries and receive public input;
4. Staff review all input and present the proposed final boundaries to the Board of Trustees for approval;
5. The Board of Trustees provides final approval to the boundaries;
6. Staff communicates the approved boundaries to all affected parents and guardians of students living within the school boundaries and communicate all changes to attendance.

NEXT STEPS

The Draft boundaries will be developed by staff and brought to the Board of Trustees by March 2018. Once the Board of Trustees provide "approval in principle", staff will schedule a series of public meetings in accordance with the Policy.

Staff will review the Recommended Boundary Option for the New Unnamed North Oshawa Catholic School with the school community in March and April 2018, and to seek input regarding the boundary and any issues related to implementation.

Following the meetings with the school community staff proposes to return to the May 2018 meeting of the Board of Trustees to receive final approval for the boundaries, and to address all issues related to implementation.

Appendix A: Board Policy PO415

The Durham Catholic District School Board
"The Board"

P O L I C Y

SCHOOL BOUNDARY
POLICY AREA: OPERATIONS

PURPOSE

To establish criteria for the development of elementary and secondary school boundaries.

APPLICATION/SCOPE

This policy applies to all new schools and to amendments to established school boundaries.

PRINCIPLES

Boundaries shall be established for all schools operated by the Board.

Elementary school boundaries shall be developed to create neighbourhood/community school(s). The boundary of the school shall be of a sufficient size to sustain the long-term operation of the school at a full or near full capacity level. However, it is recognized that in order for a school to reach the mature sustainable enrolment it will experience levels of peak enrolment that will necessitate temporary accommodation.

Secondary school boundaries shall be developed based on the associate elementary school boundaries and/or geographic parameters.

REQUIREMENTS

Where possible, highways, railroad lines, parks and major open spaces, utility corridors, along rear lot lines and the mid-point of arterial roads shall be used for locations for school boundary limits.

School boundaries shall be set giving consideration to maximization of a safe walking route to school

A proposed school boundary shall be developed and approved "In Principle" by the Board. The affected school(s) council/community shall be consulted for input prior to finalization.

Following the school(s) council/community consult, a final boundary shall be approved by the Board.

Upon creation of a new school boundary, the holding school(s) boundaries shall be realigned accordingly.



Durham Catholic District School Board

MEMORANDUM

To: Board of Trustees

From: Anne O'Brien, Director of Education

Date: December 18, 2017

Subject: **Capital Renewal Program Priorities 2017 - 2020**

Origin: Bob Camozzi, Superintendent of Education, Facilities Services
Lewis Morgulis, Manager of Planning Admissions and Partnerships

RECOMMENDATION

Moved by _____, seconded by _____

"THAT the Durham Catholic District School Board receive as information the 'Capital Renewal Program Priorities 2017-2020' dated December 18, 2017."

RATIONALE

The Ministry of Education provides school boards with annual funding to address ongoing capital renewal building and site repairs, renovations and upgrades to its schools.

The Facilities Services department maintains a three-year Capital Renewal Program Priorities plan which is updated every year and presented to the Board of Trustees. The plan confirms the renewal priorities for the current year (2017-2018) and forecasts renewal projects for two-additional years (2018-2019, and 2019-2020). The Capital Renewal Program Priorities plan addresses priorities based on current and anticipated Ministry of Education capital renewal funding.

Ministry Funding Supports

The Board annually receives funding from the Ministry of Education for facility renewal from several sources:

- The Pupil Accommodation Grants for facility renewal called the School Renewal Amount (SRA) is received annually from the Ministry of Education based on the age and square footage of all schools that the Board operates;

To: Board of Trustees
 Re: Capital Renewal Program Priorities 2017 - 2020
 Date: December 18, 2017

- School Condition Index Funding (SCI) grants are based on the requirements for renewal of building systems and components that are identified in third party assessments carried out by Vanderweil Facility Advisors (VFA) on a five year basis.
- Funding of the improvements to the kindergarten yards has been provided from the residual Full Day Kindergarten (FDK) funding;
- Funding for Community Hubs and Accessibility improvements that the ministry has provided for 2017-2018;
- The Board also has the ability to access its Proceeds of Disposition (POD) funds to support required facility renewal.

The current three year plan covering 2017-2020 has assumed that the annual funding for SRA and SCI funds will be available over the three year period. The current plan contemplates the use of a portion of the proceeds of disposition to augment the renewal amounts.

Project Categories

The Capital Renewal Program has been established based on the principles of block budgeting which allows for flexibility from year to year to address changing needs across the system. The block budget categories include;

- Accessibility projects to make schools more AODA compliant,
- Architectural projects such as secondary learning commons and building envelope improvements,
- Electrical projects to address life safety systems and lighting improvements,
- Environmental projects to remove designated substances,
- Facility Improvement projects to support Site-based Management,
- Heating & Air Conditioning projects to address required repairs and replacement of aging systems and components,
- A Painting renewal program,
- Program requirements that include studies and compliance reporting,
- Portable management projects to renew our portables,
- Roofing projects,
- Site works projects that include walkways, kindergarten play areas, parking lots and field and site restoration.

This budget block approach has been developed to be consistent with the Ministry of Education - Capital Asset Criteria.

Facility Renewal Data Systems

The Ministry has contracted with a third party to inspect schools on a five year cycle. The VFA database identifies all school buildings and site components based on physical condition, life expectancy and replacement value. The

To: Board of Trustees

Re: Capital Renewal Program Priorities 2017 - 2020

Date: December 18, 2017

Ministry of Education originally established this database in 2003 following a provincial-wide engineering condition inspection of all 5,000 school facilities. The re-inspection of all Durham Catholic District School Board schools took place in 2016 and 2017.

In updating the annual Capital Renewal Program, the Facilities Services department considers data collection from the Ministry of Education VFA database, and any schools re-inspected in 2016.

In addition, system condition surveys for roofing, asphalt and pavement were undertaken in 2015 and updated annually. The Board also continues to address legislated compliance requirements and school/system, program needs.

Please refer to the **Capital Renewal Program Priorities Workbook 2017-2020** for the listing of project priorities.

Attachment

AO'B:BC:LAM:tc



CAPITAL PROGRAM PRIORITIES WORKBOOK 2017 - 2020 DRAFT



**Capital Program Priorities Includes:
School Renewal Amount (SRA)
& School Condition Improvement (SCI)**

12/11/2017

<u>Budget Summary</u>	2017-18 Capital Renewal Program		2018-19 Capital Renewal Program		2019-20 Capital Renewal Program		Total Spending 2016-2019	% of Total Spending 2016-2019
	SRA	SCI	SRA	SCI*	SRA	SCI*		
Accessibility Program	\$ 385,000	\$ -	\$ 125,000	\$ 150,000	\$ 125,000	\$ 150,000	\$ 935,000	4.0%
Architectural Upgrades	\$ 3,345,000	\$ 4,061,100	\$ 50,000	\$ 367,868	\$ 250,000	\$ 50,000	\$ 8,123,968	34.5%
Electrical	\$ -	\$ 1,251,805	\$ 40,000	\$ 412,400	\$ 40,000	\$ 275,000	\$ 2,019,205	8.6%
Environmental (Asbestos & Mould) Program	\$ -	\$ 70,000	\$ -	\$ 70,000	\$ -	\$ 70,000	\$ 210,000	0.9%
Facility Improvement (Site Based Management)	\$ 130,000	\$ -	\$ 110,000	\$ -	\$ 110,000	\$ -	\$ 350,000	1.5%
Heating and Air Conditioning	\$ -	\$ 1,175,220	\$ 50,000	\$ 407,618	\$ -	\$ 415,000	\$ 2,047,838	8.7%
Painting Program	\$ 60,000	\$ -	\$ 60,000	\$ -	\$ 30,000	\$ -	\$ 150,000	0.6%
Roofing	\$ -	\$ 2,603,000	\$ 292,500	\$ 1,407,500	\$ -	\$ 1,873,000	\$ 6,176,000	26.3%
Site Works (Paving, Play Areas, Fields)	\$ 1,005,000	\$ 52,000	\$ 175,000	\$ 805,855	\$ 286,560	\$ 353,500	\$ 2,677,915	11.4%
Plumbing	\$ 200,000	\$ -	\$ 200,000	\$ -	\$ 200,000	\$ -	\$ 600,000	2.6%
Program Upgrades	\$ 99,000	\$ -	\$ 69,000	\$ -	\$ 69,000	\$ -	\$ 237,000	1.0%
TOTAL	\$ 5,224,000	\$ 9,213,125	\$ 1,171,500	\$ 3,621,241	\$ 1,110,560	\$ 3,186,500	\$ 23,526,926	100.0%

Accessibility Program

School	Project Description	2017-18		2018-19		2019-20	
		SRA	SCI	SRA	SCI	SRA	SCI
All Saints CSS	Accessible Washroom	\$100,000					
Archbishop Denis O'Connor CHS	Accessible Washroom	\$100,000					
Archbishop Denis O'Connor CHS	Accessible Doors	\$30,000					
Sir Albert Love CS	Accessible Washroom	\$30,000					
St Joseph CS (Uxbridge)	Accessible Washroom	\$30,000					
System	Room Numbering	\$25,000		\$25,000		\$25,000	
System	Accessible Washrooms				\$150,000		\$150,000
System	Program Priorities	\$70,000		\$100,000		\$100,000	
TOTAL		\$ 385,000	\$ -	\$ 125,000	\$ 150,000	\$ 125,000	\$ 150,000

The Accessibility Program includes projects identified through system audits, school requests, parent and community requests. The Accessibility Advisory

Environmental

School	Project Description	2017-18		2018-19		2019-20	
		SRA	SCI	SRA	SCI	SRA	SCI
System	Environmental Management (Asbestos/Mould) Contingency		\$ 70,000		70000		70000
TOTAL		\$ -	\$ 70,000	\$ -	\$ 70,000	\$ -	\$ 70,000

The Environmental contingency is reserved for legislatively driven major environmental management responses, such as emergency responses to asbestos and

Facility Improvements (Site-Based Management)

School	Project Description	2017-18		2018-19		2019-20	
		SRA	SCI	SRA	SCI	SRA	SCI
System	Site-Based Management	\$ 130,000		\$ 110,000		\$ 110,000	
TOTAL		\$ 130,000	\$ -	\$ 110,000	\$ -	\$ 110,000	\$ -

Funding allocation is provided to all elementary and secondary schools annually on a formulaic basis to address site based renewal needs and school priorities.

Architectural Upgrades

School	Project Description	2017-18		2018-19		2019-20	
		SRA	SCI	SRA	SCI	SRA	SCI
All Saints CSS	Arts and Media Program	\$2,700,000	\$2,889,000				
Archbishop Denis O'Connor CHS	Learning Commons	\$600,000	\$400,000				
Archbishop Denis O'Connor CHS	Exterior Doors (9679-5)		\$100,000				
Father Leo J Austin CSS	Exterior Doors (9679-5)				\$84,240		
Monsignor John Pereyma CSS	Exterior Doors (9679-5)				\$35,000		
Monsignor Paul Dwyer CHS	Learning Commons					\$200,000	
St. Bernard CS	Exterior Doors (9679-5)		\$50,000				
St. Elizabeth Seton CS	Exterior Doors (9679-5)		\$60,000				
St. Francis de Sales CS	Replace Exterior Windows - (9675-1)				\$68,028		
St. Isaac Jogues CS	Exterior Doors (9679-5)				\$67,600		
St. John the Evangelist CS	Exterior Doors (9679-5)				\$98,000		
St. Leo CS	Interior Renovations		\$376,900				
St. Mary CSS	Exterior Doors (9693-2)						\$50,000
St. Patrick CS	Exterior Doors (9693-2)		\$135,200				
St. Teresa of Calcutta CS	Exterior Doors (9693-2)				\$15,000		
St. Teresa of Calcutta CS	Replace Gym Floor	\$45,000					
System	Exterior Brick Repairs		\$50,000				
System	Safe Schools - Rekey Program			\$50,000		\$50,000	
TOTAL		\$ 3,345,000	\$ 4,061,100	\$ 50,000	\$ 367,868	\$ 250,000	\$ 50,000

The Architectural Projects listing includes projects identified through the TCPS/ReCAPP database, system audits and school requests.

* Carried over from 2015-2016 plan

Electrical

School	Project Description	2017-18		2018-19		2019-20	
		SRA	SCI	SRA	SCI	SRA	SCI
All Saints CSS	PA System Upgrades		\$45,000				
Archbishop Denis O'Connor CHS	Security Upgrades		\$75,000				
Father Leo J Austin CSS	Security Upgrades		\$75,000				
Sir Albert Love CS	LED Lighting Retrofits		\$10,000				
St. Christopher CS	LED Lighting Retrofits				\$110,000		
St Joseph CS Uxbridge	LED Lighting Retrofits		\$10,000				
St Leo CS	LED Lighting Retrofits		\$40,000				
St Mark the Evangelist CS	Replace Fire Alarm (9688-3)		\$108,836				
St. Matthew the Evangelist CS	LED Lighting Retrofits		\$46,000				
St Mary CSS	LED Lighting Retrofits		\$700,000				
St. Elizabeth Seton CS	LED Lighting Retrofits		\$10,000				
St. M. D'Youville CS	Replace Fire Alarm (9687-1)				\$62,400		
St. Thomas Aquinas CS	Replace Fire Alarm (9696-1)		\$77,969				
System	LED Lighting Retrofits		\$54,000		\$90,000		\$200,000
System	PA System Upgrades			\$40,000		\$40,000	
System	Security Upgrades				\$150,000		\$75,000
TOTAL		\$ -	\$ 1,251,805	\$ 40,000	\$ 412,400	\$ 40,000	\$ 275,000

All Fire Alarm replacement projects are required for code compliance. The security access program evaluates the need for additional controllers for sites

Heating & Air Conditioning

School	Project Description	2017-18		2018-19		2019-20	
		SRA	SCI	SRA	SCI	SRA	SCI
Archbishop Denis O'Connor CHS	Replace Library and Cafeteria RTU's		\$80,000				
CEC	Boardroom RTUs			\$35,000			
CEC 652	Replace Condenser Unit			\$15,000			
Father Leo Austin CSS	Replace child care RTU		\$35,000				
Notre Dame CSS	Equipment Contingency (HVAC)		\$35,000		\$35,000		\$35,000
Sir Albert Love	BAS Upgrade						\$130,000
St. Bridget	BAS Upgrade		\$85,000				
St. Joseph CS	BAS Upgrade		\$110,500				
St. Luke the Evangelist	BAS Upgrade		\$110,500				
St Andre Bessette CS	BAS Upgrade		\$110,500				
St Andre Bessette CS	Replace Boiler		\$120,000				
St Christopher CS	Replace RTU's				\$35,000		
St Hedwig CS	Replace Boiler		\$90,000				
St John the Evangelist CS	Replace RTU's		\$35,000				
St Joseph (Uxbridge) CS CC	Replace RTU's		\$45,000				
St Mary CSS	Replace RTU's						\$70,000
St Matthew the Evangelist CS	Replace Library RTU						\$35,000
St Matthew the Evangelist CS	Replace Boiler				\$120,000		
St Patrick CS	Replace RTU's						\$35,000
St Thomas Aquinas CS	Replace Unit Condenser				\$15,000		
St. Jude CS	Replace RTU - Kindergarten (9684-3)				\$35,000		
St. Leo CS	Boiler Replacement (10130-1)		\$147,680				
St. Mark the Evangelist CS	Replace Boilers (9688-2)				\$107,618		
St. Theresa CS (Whitby)	Replace Boilers (9695-2)		\$131,040				
System	Air Handling Unit Drives		\$40,000		\$60,000		
System	RTU Replacement						\$110,000
TOTAL		\$ -	\$ 1,175,220	\$ 50,000	\$ 407,618	\$ -	\$ 415,000

The Heating and Air Conditioning listing includes projects identified through legislative requirements, system audits, VFA database information and school requests.

Painting Program

School	Project Description	2017-18		2018-19		2019-20	
		FRP	SCI	FRP	SCI	FRP	SCI
System	System Painting	\$60,000		\$60,000		\$30,000	
TOTAL		\$ 60,000	\$ -	\$ 60,000	\$ -	\$ 30,000	\$ -

The Board provides this funding to be used in conjunction with the summer repainting program at schools based on condition and work order requests.

Plumbing

School	Project Description	2017-18		2018-19		2019-20	
		FRP	SCI	FRP	SCI	FRP	SCI
System	Plumbing	\$ 200,000		\$ 200,000		\$ 200,000	
TOTAL		\$ 200,000	\$ -	\$ 200,000	\$ -	\$ 200,000	\$ -

The budget supports plumbing projects carried out at various sites during the course of the year.

Site Works (Paving, Play Areas, Fields)

School	Project Description	2017-18		2018-19		2019-20	
		SRA	SCI	SRA	SCI	SRA	SCI
Archbishop Denis O'Connor CHS	Replace Paving and concrete (9655-2)				\$297,855		
Archbishop Denis O'Connor CHS	Replace Retaining wall (9655-1)		\$52,000				
Monsignor John Pereyma CSS	Field Replacement with City	\$600,000					
St Bernard CS	Replace Paving					\$47,565	
St Catherine of Siena CS	Kindergarten play area upgrades	\$30,000					
St Christopher CS	Replace Paving					\$63,995	
St Christopher CS	Kindergarten play area upgrades	\$30,000					
St Elizabeth Seton CS	Field and site improvements				\$249,000		
St Francis de Sales CS	Replace Paving						\$303,500
St Hedwig CS	Replace Paving	\$30,000			\$85,000		
St Hedwig CS	Kindergarten play area upgrades	\$30,000					
St Leo CS	Field and site improvements	\$150,000					
St Paul CS	Replace Paving				\$124,000		
St Theresa CS	Kindergarten play area upgrades	\$30,000					
St. Josephine Bakhita CS	Kindergarten play area upgrades	\$30,000					
System	Kindergarten play area upgrades (5 yr)			\$150,000		\$150,000	
System	Concrete Replacement	\$50,000			\$50,000		\$50,000
System	Aeration/Fertilize Program	\$25,000		\$25,000		\$25,000	
TOTAL		\$ 1,005,000	\$ 52,000	\$ 175,000	\$ 805,855	\$ 286,560	\$ 353,500

All paving and concrete projects are taken from the system survey conducted in September/October 2015. Every school parking lot, drop off area, and paved play area was assessed for the quality of the paved surfaces and the projects contained have been quantified using the current unit price for paving. Annual updates to the survey will be conducted using the same rubric for assessment.

Roofing

School	Project Description	2017-18		2018-19		2019-20	
		SRA	SCI	SRA	SCI	SRA	SCI
Father Leo Austin CSS	Roof replacement (9658-3 & 9658-4)				\$1,059,500		\$923,000
Notre Dame CSS	Restore Roof (10318-1)						\$875,000
OMAC	B3010 Roof Coverings (OMAC-1)			\$292,500			
St Joseph CS (Uxbridge)	Roof replacement				\$273,000		
St Matthew the Evangelist CS	Roof replacement		\$806,000				
St. John Bosco CS	Restore Roof (10320-1)		\$422,500				
St. Leo CS	Restore Roof (10320-1)		\$525,000				
St. Teresa of Calcutta CS	Restore Roof (10318-1)		\$396,500				
St. Theresa CS (Whitby)	Roof replacement (9695-1)		\$453,000				
Roofing Contingency	Emergency Repairs only				\$75,000		\$75,000
TOTAL		\$ -	\$ 2,603,000	\$ 292,500	\$ 1,407,500	\$ -	\$ 1,873,000

Roof replacement projects remove the old roofing and replace with new materials. Roof restoration projects extend the life cycle of the existing roof that is in place.

PROGRAM UPGRADES

School	Project Description	2017-18		2018-19		2019-20	
		FRP	SCI	FRP	SCI	FRP	SCI
System	Capital Consultant	\$ 24,000		\$ 24,000		\$ 24,000	
System	Document Management	\$ 45,000		\$ 15,000		\$ 15,000	
System	Feasibility Studies	\$ 30,000		\$ 30,000		\$ 30,000	
Total		\$ 99,000	\$ -	\$ 69,000	\$ -	\$ 69,000	\$ -

Funds are used to support third party analysis of renewal priorities and also supports reporting to the ministry of Education for School Condition Index (SCI) projects and



Durham Catholic District School Board

MEMORANDUM

To: Board of Trustees
From: Anne O'Brien, Director of Education
Date: December 18, 2017
Subject: **Accommodation & Utilization Report 2017-2027**
Origin: Bob Camozzi, Superintendent of Education, Facilities Services
Lewis Morgulis, Manager of Planning, Admissions and Partnerships

RECOMMENDATIONS

Moved by , seconded by

"THAT the Durham Catholic District School Board receives as information the report entitled Accommodation and Utilization 2017-2027 dated December 18, 2017."

RATIONALE

Summary

Annually the Board of Trustees receives the Accommodation Utilization Report which outlines the projected enrolment by school and program, and the associated utilization of space at each elementary and secondary school operated by the Durham Catholic District School Board.

As of October 31, 2017 the Durham Catholic District School Board's total enrolment is 21,137 students, comprised of 14,532 elementary and 6,613 secondary school students.

Overall, the Board's enrolment increased by 29 students in the elementary panel and decreased by 139 students in the secondary panel reflecting a net decrease of 110 students since October 31, 2016. The current utilization rate system wide is 96%, and the utilization for the elementary panel is 98% while utilization for the secondary panel is 92%.

Based on the projections undertaken by staff and contained in this report, the total enrolment is forecast to grow to 25,189 pupils by September 2027. This will increase the Boards system-wide utilization to 114% by 2027.

To: Board of Trustees

Re: **Accommodation and Utilization Report – 2017 to 2027**

Date: December 18, 2017

Enrolment Projections

Annually staff prepare student enrolment projections which look forward on a 10 year basis. The data used to develop the enrolment projections considers a number of factors including:

- The number of new junior and senior kindergarten students that are added into the Board;
- The retention of existing student enrolment from grade to grade in elementary and secondary schools;
- Movement into French programs in grades 1 and 9 from students inside and outside of our school system;
- Movement into the newly created Arts and Media Program (AMP)
- The movement of students into the region through in-migration
- The number of students generated by the creation of new housing developments across the region;
- The projections developed previously by Board staff and the Board's retained third party consultants for the Board's Educational Development Charges Background Study;

The projections developed from 2017 to 2027 account for the continued development of growth areas within the Board. The identified growth areas impacting the Boards projections include the following:

- New housing starts now underway in the Seaton Community in Pickering with completions and occupancies for early 2018. Ultimately the Seaton Community plan will generate in excess of 60,000 persons once construction and occupancy has been completed;
- The completion of the remaining urban land areas designated for development within the Town of Ajax within the next 5 to 7 years;
- Construction of housing in the West Whitby Planning Area which will add between 5,350 and 5,900 units of new housing over the next 3 to 4 years;
- Plans for the expansion of the Brooklin urban area to start within 5 years which will ultimately increase the size of Brooklin to approximately 80,000 persons at complete build out;
- Planning and development of the Kedron Secondary Plan in the City of Oshawa to start within 5 to 7 years which will add approximately 25,000 persons at complete build out to the City of Oshawa;
- Completion of the approved plans of subdivision and related new housing units in the Windfield and Taunton Community Plans in the City of Oshawa;
- Student yields from new housing development that reflect the number of students per unit based on the demographics within the Region;
- The impact of revised Provincial intensification targets for the creation of new housing through the revisions to the Ontario Governments "Places to Grow" plan;

To: Board of Trustees

Re: **Accommodation and Utilization Report – 2017 to 2027**

Date: December 18, 2017

Impact of Program Changes

The enrolment projections reflect the following boundary and program changes implemented by the Board since January 2017 through the Board's Long Term Accommodation Plan;

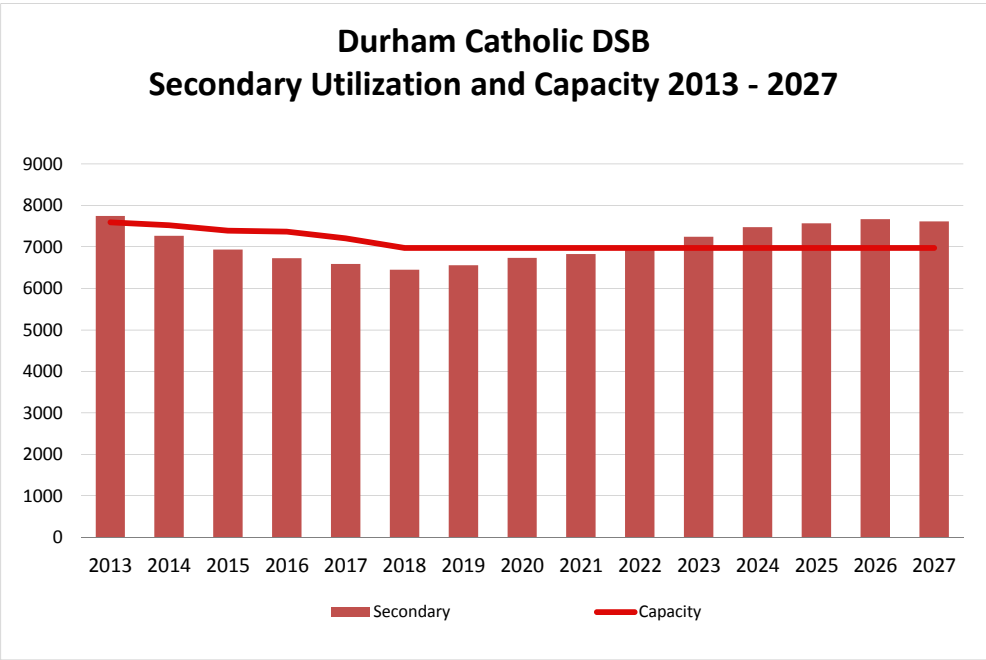
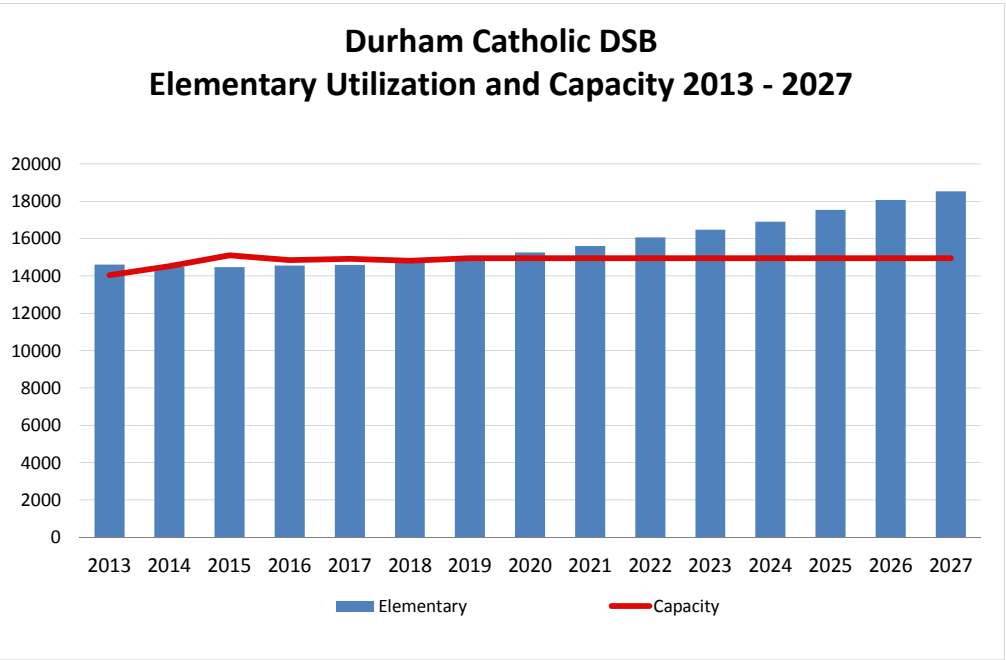
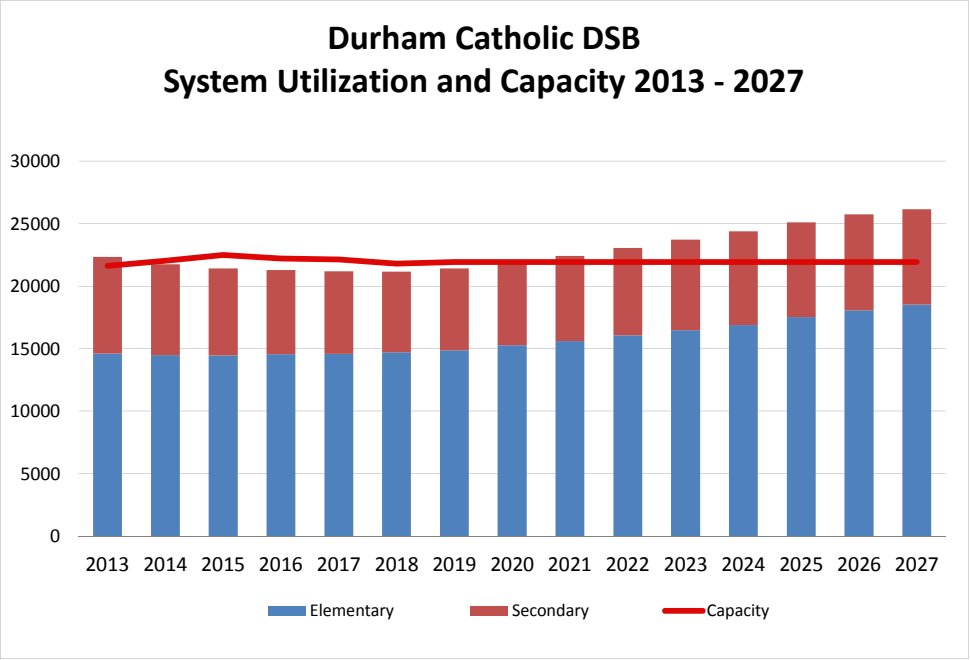
- The approved boundary changes to St. Matthew the Evangelist CS and St. Luke CS;
- The approved boundary changes to All Saints CSS and Father Leo J Austin CSS;
- The implementation of a French Immersion program at Monsignor Paul Dwyer CHS for September 2020;
- The creation of the AMP Program at All Saints CSS starting in September 2018 serving students in grades 7-12;

Changes to Capacity

The Board's Elementary and Secondary school capacity is impacted by several changes from 2016 and includes:

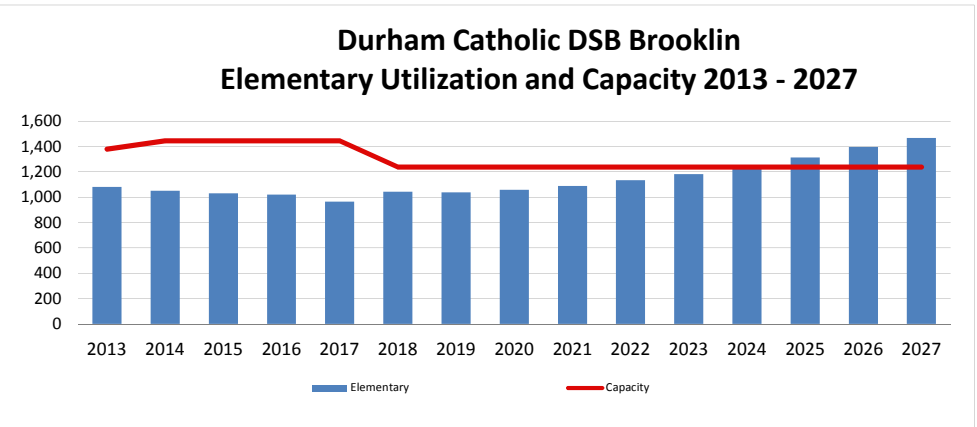
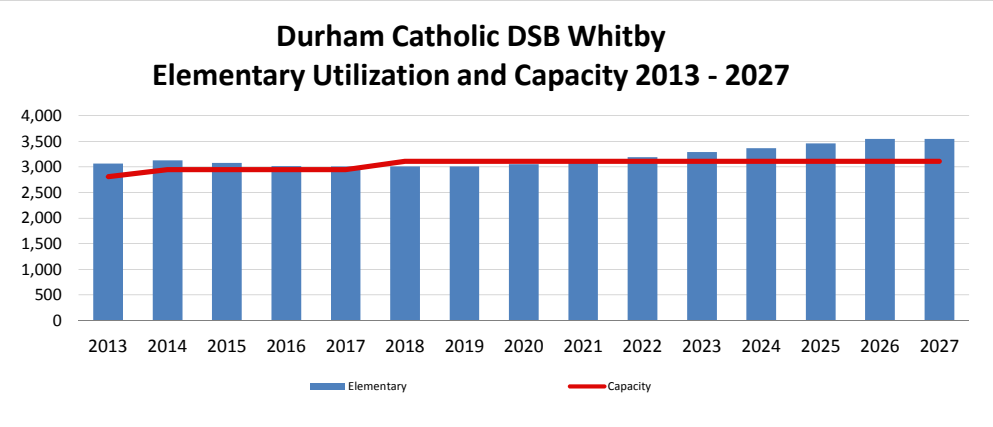
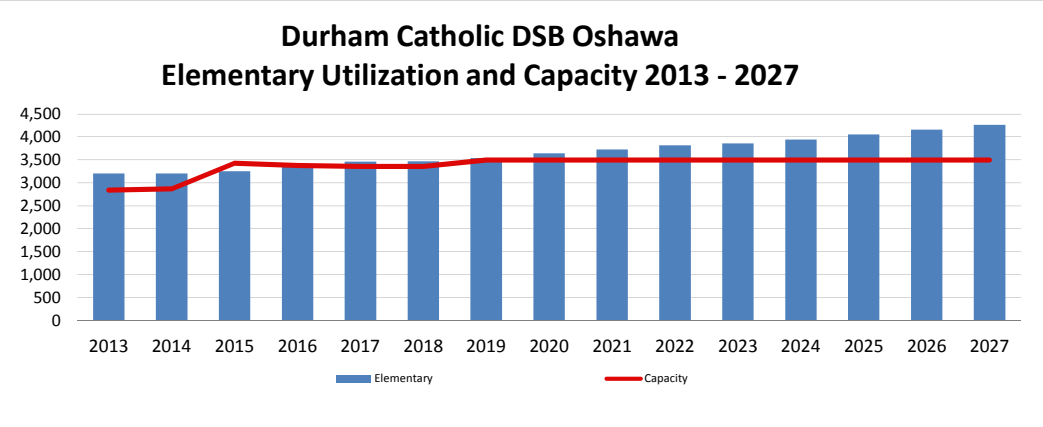
- The completion of the six classroom addition at St James CS for 2017 which added 138 pupil places;
- The alterations and renovations at All Saints CSS which result in the removal of 210 pupil places from the Secondary capacity, and addition of 147 pupil places to the Elementary capacity for 2018;
- The conversion of four classrooms into a hub space at Monsignor Paul Dwyer CHS resulting in the removal of 84 pupil places for 2017;
- The conversion of one classroom at Sir Albert Love CS into a family centre resulting in the removal of 23 pupil places for 2018;
- The conversion of one classroom at St. Elizabeth Seton CS into a Child Care centre resulting in the removal of 23 pupil places for 2018;
- The removal of 184 pupil places at St. Leo Catholic School for the renovations associated with a new child care centre for 2018
- The conversion of one classroom at St. Joseph CS (Uxbridge) into a Child Care centre resulting in the removal of 23 pupil places for 2018
- The opening of a new Unnamed 412 pupil place Catholic elementary school in Oshawa for 2019.

Appendix A provides a summary of the Boards Capacity, Enrolment and Utilization from 2017 to 2027.



UTILIZATION BY PANEL	OTG Capacity	Actual 2017	Utilization Rate	Projected 2018	Utilization Rate	Projected 2019	Utilization Rate	Projected 2020	Utilization Rate	Projected 2021	Utilization Rate	Projected 2022	Utilization Rate	Projected 2023	Utilization Rate	Projected 2024	Utilization Rate	Projected 2025	Utilization Rate	Projected 2026	Utilization Rate	Projected 2027	Utilization Rate
ELEMENTARY	14,923	14,532	97%	14,692	98%	14,801	99%	15,128	101%	15,369	103%	15,726	105%	16,002	107%	16,294	109%	17,332	116%	17,123	115%	17,416	117%
SECONDARY	7,214	6,613	92%	6715	93%	6853	95%	7,031	97%	7,159	99%	7,264	101%	7,432	103%	7,664	106%	7,701	107%	7,768	108%	7,773	108%
TOTAL	22,137	21,145	96%	21,407	97%	21,654	98%	22,159	100%	22,528	102%	22,990	104%	23,434	106%	23,958	108%	25,033	113%	24,891	112%	25,189	114%

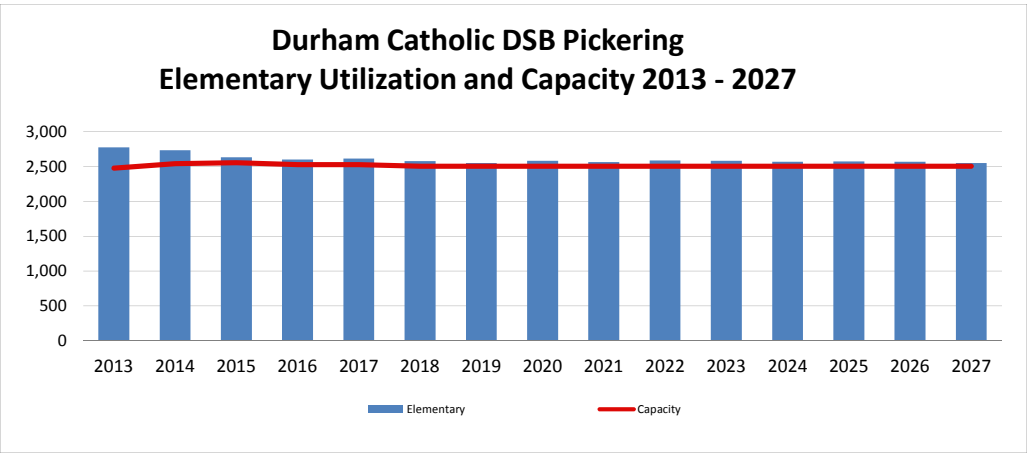
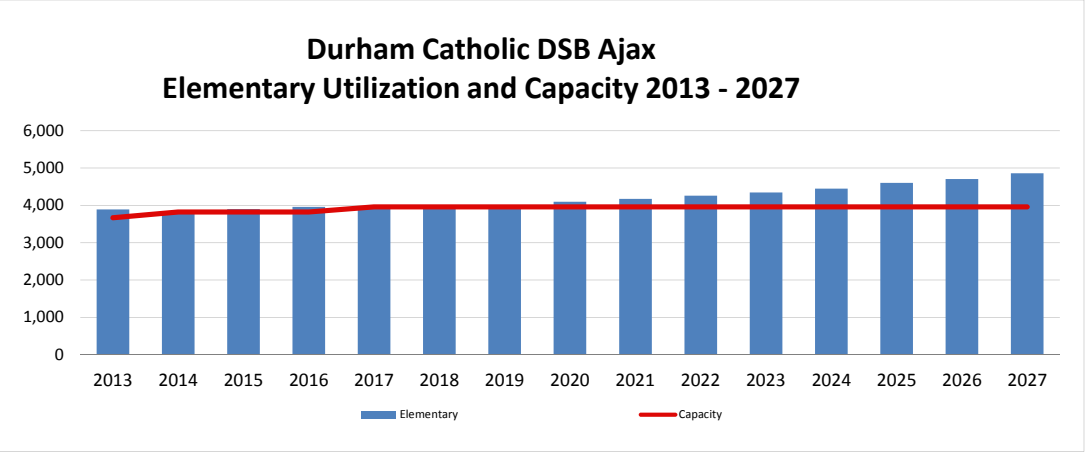
UTILIZATION BY MUNICIPALITY	OTG Capacity	Actual 2017	Utilization Rate	Projected 2018	Utilization Rate	Projected 2019	Utilization Rate	Projected 2020	Utilization Rate	Projected 2021	Utilization Rate	Projected 2022	Utilization Rate	Projected 2023	Utilization Rate	Projected 2024	Utilization Rate	Projected 2025	Utilization Rate	Projected 2026	Utilization Rate	Projected 2027	Utilization Rate
OSHAWA	3,359	3,460	103%	3,482	104%	3,548	106%	3,657	109%	3,735	111%	3,831	114%	3,869	115%	3,955	118%	4,061	121%	4,166	124%	4,269	127%
WHITBY	2,950	2,849	97%	3,011	102%	3,013	102%	3,055	104%	3,105	105%	3,195	108%	3,297	112%	3,367	114%	3,464	117%	3,551	120%	3,547	120%
BROOKLIN	1,447	1,081	75%	1,045	72%	1,039	72%	1,061	73%	1,091	75%	1,137	79%	1,185	82%	1,242	86%	1,316	91%	1,399	97%	1,468	101%
AJAX	3,969	3,920	99%	3936	99%	3998	101%	4098	103%	4182	105%	4268	108%	4352	110%	4455	112%	4608	116%	4712	119%	4866	123%
PICKERING	2,529	2,611	103%	2,582	102%	2,554	101%	2,589	102%	2,570	102%	2,593	103%	2,587	102%	2,570	102%	2,577	102%	2,573	102%	2,556	101%
SEATON								0		0		0		0		0		584		0		0	
SCUGOG	187	187	100%	192	103%	196	105%	199	106%	209	112%	214	114%	220	118%	222	119%	230	123%	231	124%	228	122%
UXBRIDGE	277	336	121%	351	127%	355	128%	367	132%	377	136%	383	138%	391	141%	383	138%	388	140%	382	138%	376	136%
BROCK	205	88	43%	93	45%	98	48%	102	50%	100	49%	105	51%	101	49%	100	49%	104	51%	109	53%	106	52%
TOTAL	14,923	14,532	97%	14,692	98%	14,801	99%	15,128	101%	15,369	103%	15,726	105%	16,002	107%	16,294	109%	17,332	116%	17,123	115%	17,416	117%



UTILIZATION BY SCHOOL	OTG Capacity	Actual 2017	Utilization Rate	Projected 2018	Utilization Rate	Projected 2019	Utilization Rate	Projected 2020	Utilization Rate	Projected 2021	Utilization Rate	Projected 2022	Utilization Rate	Projected 2023	Utilization Rate	Projected 2024	Utilization Rate	Projected 2025	Utilization Rate	Projected 2026	Utilization Rate	Projected 2027	Utilization Rate
FATHER JOSEPH VENINI	277	343	124%	351	127%	371	134%	413	149%	437	158%	475	171%	510	184%	537	194%	581	210%	607	219%	625	226%
MSGR J PEREYMA 7&8	138	157	114%	159	115%	174	126%	181	131%	175	127%	172	125%	166	120%	162	117%	156	113%	162	117%	169	122%
MSGR. PHILLIP COFFEY	323	214	66%	207	64%	197	61%	197	61%	186	58%	180	56%	179	55%	182	56%	186	58%	188	58%	187	58%
SIR ALBERT LOVE*	323	254	79%	240	74%	224	69%	226	70%	223	69%	230	71%	226	70%	227	70%	232	72%	233	72%	238	74%
ST. CHRISTOPHER RT	324			315		313		319		324		314		311		309		303		301		303	
ST. CHRISTOPHER FI	145			172		196		202		208		212		207		208		199		197		198	
ST. CHRISTOPHER TOTAL	369	469	127%	487	132%	509	138%	521	141%	532	144%	526	143%	518	140%	517	140%	502	136%	498	135%	501	136%
ST. HEDWIG	173	106	61%	103	60%	101	58%	99	57%	94	54%	91	53%	89	51%	92	53%	94	54%	98	57%	98	57%
ST. JOHN XXIII	314	209	67%	216	69%	210	67%	212	68%	214	68%	226	72%	231	74%	236	75%	240	76%	242	77%	243	77%
ST. JOHN BOSCO	398	521	131%	504	127%	507	127%	508	128%	528	133%	527	132%	534	134%	554	139%	584	147%	604	152%	624	157%
ST. JOSEPH	395	450	114%	439	111%	436	110%	436	110%	429	109%	431	109%	423	107%	422	107%	423	107%	430	109%	431	109%
St. KATERI TEKAKWITHA RT		340		339		345		358		359		372		389		423		459		492		534	
St. KATERI TEKAKWITHA FI		109		148		188		224		263		301		300		305		307		304		300	
St. KATERI TEKAKWITHA TOTAL	372	449	121%	487	131%	533	143%	582	156%	622	167%	673	181%	689	185%	728	196%	766	206%	796	214%	834	224%
ST. THOMAS AQUINAS RT		144		139		129		127		130		132		133		132		131		144		157	
ST. THOMAS AQUINAS FI		144		150		157		155		165		168		171		166		166		164		162	
ST. THOMAS AQUINAS TOTAL	369	288	78%	289	78%	286	78%	282	76%	295	80%	300	81%	304	82%	298	81%	297	80%	308	83%	319	86%
OSHAWA TOTAL	3313	3460	104%	3482	105%	3548	107%	3657	110%	3735	113%	3831	116%	3869	117%	3955	119%	4061	123%	4166	126%	4269	129%

UTILIZATION BY SCHOOL	OTG Capacity	Actual 2017	Utilization Rate	Projected 2018	Utilization Rate	Projected 2019	Utilization Rate	Projected 2020	Utilization Rate	Projected 2021	Utilization Rate	Projected 2022	Utilization Rate	Projected 2023	Utilization Rate	Projected 2024	Utilization Rate	Projected 2025	Utilization Rate	Projected 2026	Utilization Rate	Projected 2027	Utilization Rate
ALL SAINTS AMP 7&8	147		0%	151	103%	150	102%	149	101%	151	103%	150	102%	150	102%	150	102%	150	102%	150	102%	150	102%
ST. BERNARD	280	280	100%	279	100%	280	100%	283	101%	280	100%	289	103%	287	103%	290	104%	287	103%	284	101%	280	100%
ST. JOHN THE EVANGELIST RT		151		153		146		162		179		200		225		247		269		284		290	
ST. JOHN THE EVANGELIST FI		145		169		204		205		216		214		208		192		179		169		145	
ST. JOHN THE EVANGELIST TOTAL	355	296	83%	322	91%	350	99%	367	103%	395	111%	414	117%	433	122%	439	124%	448	126%	453	128%	435	123%
ST. LUKE THE EVANGELIST	467	460	99%	432	93%	416	89%	422	90%	432	93%	454	97%	491	105%	539	115%	587	126%	620	133%	674	144%
ST. MARGUERITE D'YOUVILLE	323	268	83%	257	80%	255	79%	243	75%	239	74%	272	84%	286	89%	295	91%	314	97%	327	101%	307	95%
ST. MARK THE EVANGELIST RT		266		275		261		260		260		254		257		258		258		260		257	
ST. MARK THE EVANGELIST FI		341		370		378		398		401		412		430		424		428		440		434	
ST. MARK THE EVANGELIST TOTAL	490	607	124%	645	132%	639	130%	658	134%	661	135%	666	136%	687	140%	682	139%	686	140%	700	143%	691	141%
ST. MATTHEW THE EVANGELIST	490	444	91%	428	87%	411	84%	404	82%	413	84%	410	84%	423	86%	428	87%	450	92%	461	94%	463	94%
ST. PAUL	291	311	107%	311	107%	316	109%	324	111%	322	111%	325	112%	324	111%	320	110%	326	112%	337	116%	335	115%
ST. THERESA	254	183	72%	186	73%	196	77%	205	81%	212	83%	215	85%	216	85%	224	88%	216	85%	219	86%	212	83%
WHITBY TOTAL	3097	2849	92%	3011	97%	3013	97%	3055	99%	3105	100%	3195	103%	3297	106%	3367	109%	3464	112%	3551	115%	3547	115%

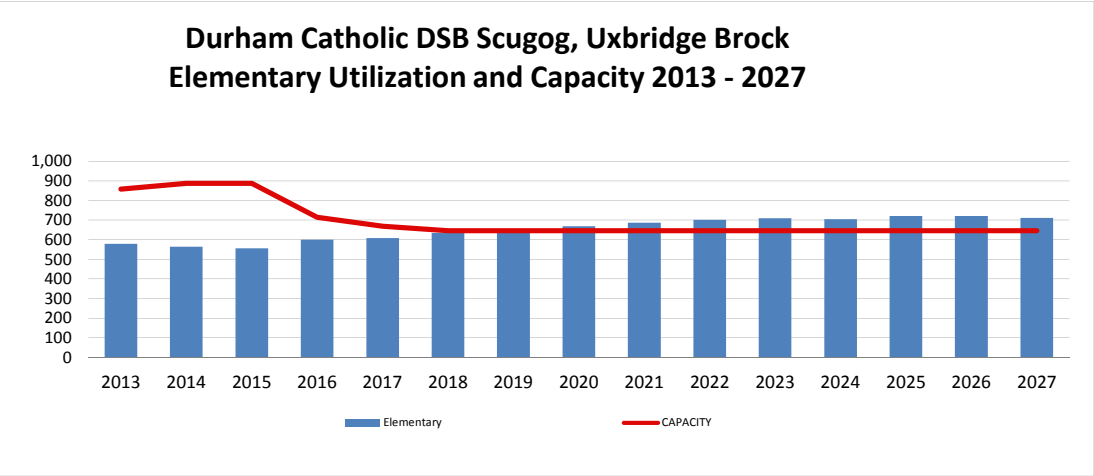
UTILIZATION BY SCHOOL	OTG Capacity	Actual 2017	Utilization Rate	Projected 2018	Utilization Rate	Projected 2019	Utilization Rate	Projected 2020	Utilization Rate	Projected 2021	Utilization Rate	Projected 2022	Utilization Rate	Projected 2023	Utilization Rate	Projected 2024	Utilization Rate	Projected 2025	Utilization Rate	Projected 2026	Utilization Rate	Projected 2027	Utilization Rate
ST. BRIDGET	513	438	85%	394	77%	395	77%	413	81%	433	84%	466	91%	494	96%	541	105%	589	115%	645	126%	689	134%
ST. JOHN PAUL II RT		232		228		232		238		248		257		273		283		300		316		333	
ST. JOHN PAUL II FI		151		158		159		166		160		163		153		145		142		138		137	
ST. JOHN PAUL II TOTAL	481	383	80%	386	80%	391	81%	404	84%	408	85%	420	87%	426	89%	428	89%	442	92%	454	94%	470	98%
ST. LEO RT		138		141		136		137		142		153		168		179		194		210		224	
ST. LEO FI		122		124		117		107		108		98		97		94		91		90		85	
ST. LEO TOTAL	269	260	97%	265	99%	253	94%	244	91%	250	93%	251	93%	265	99%	273	101%	285	106%	300	112%	309	115%
BROOKLIN TOTAL	1263	1081	86%	1045	83%	1039	82%	1061	84%	1091	86%	1137	90%	1185	94%	1242	98%	1316	104%	1399	111%	1468	116%



UTILIZATION BY SCHOOL	OTG Capacity	Actual 2017	Utilization Rate	Projected 2018	Utilization Rate	Projected 2019	Utilization Rate	Projected 2020	Utilization Rate	Projected 2021	Utilization Rate	Projected 2022	Utilization Rate	Projected 2023	Utilization Rate	Projected 2024	Utilization Rate	Projected 2025	Utilization Rate	Projected 2026	Utilization Rate	Projected 2027	Utilization Rate
ST. ANDRE BESSETTE*	461	290	63%	295	64%	328	71%	395	86%	477	103%	577	125%	692	150%	821	178%	991	215%	1148	249%	1317	286%
ST. BERNADETTE	634	625	99%	638	101%	670	106%	700	110%	721	114%	734	116%	766	121%	785	124%	812	128%	819	129%	824	130%
ST. CATHERINE OF SIENA	395	350	89%	341	86%	338	86%	339	86%	327	83%	322	82%	325	82%	325	82%	316	80%	304	77%	299	76%
ST. FRANCIS DE SALES	291	173	59%	176	60%	180	62%	181	62%	184	63%	183	63%	176	60%	177	61%	175	60%	169	58%	170	58%
ST. JAMES RT		221		194		183		173		164		152		144		132		131		125		124	
ST. JAMES FI		167		197		220		227		225		223		211		201		194		187		186	
ST. JAMES TOTAL	372	388	104%	391	105%	403	108%	400	108%	389	105%	375	101%	355	95%	333	90%	325	87%	312	84%	310	83%
ST. JOSEPHINE BAKHITA	479	667	139%	662	138%	641	134%	628	131%	611	128%	594	124%	560	117%	551	115%	538	112%	531	111%	529	110%
ST. JUDE	257	361	140%	346	135%	342	133%	338	132%	326	127%	326	127%	316	123%	312	121%	307	119%	302	118%	299	116%
ST. PATRICK RT		174		164		162		160		158		156		154		152		150		150		150	
ST. PATRICK FI		580		622		644		675		697		710		723		723		720		703		697	
ST. PATRICK TOTAL	711	754	106%	786	111%	806	113%	835	117%	855	120%	866	122%	877	123%	875	123%	870	122%	853	120%	847	119%
ST. TERESA OF CALCUTTA	398	312	78%	301	76%	290	73%	282	71%	292	73%	291	73%	285	72%	276	69%	274	69%	274	69%	271	68%
AJAX TOTAL	3998	3920	98%	3936	98%	3998	100%	4098	103%	4182	105%	4268	107%	4352	109%	4455	111%	4608	115%	4712	118%	4866	122%

* Includes holding from Seaton Community

UTILIZATION BY SCHOOL	OTG Capacity	Actual 2017	Utilization Rate	Projected 2018	Utilization Rate	Projected 2019	Utilization Rate	Projected 2020	Utilization Rate	Projected 2021	Utilization Rate	Projected 2022	Utilization Rate	Projected 2023	Utilization Rate	Projected 2024	Utilization Rate	Projected 2025	Utilization Rate	Projected 2026	Utilization Rate	Projected 2027	Utilization Rate
FATHER FENELON	386	398	103%	393	102%	399	103%	426	110%	411	106%	424	110%	419	109%	427	111%	422	109%	420	109%	416	108%
ST. ELIZABETH SETON RT		715		677		648		633		620		604		582		571		558		556		555	
ST. ELIZABETH SETON FI		22		22		22																	
ST. ELIZABETH SETON TOTAL		743	737	99%	699	94%	670	90%	633	85%	620	83%	604	81%	582	78%	571	77%	558	75%	556	75%	555
ST. ISAAC JOGUES RT	530	262		255		241		226		211		202		198		191		193		193		191	
ST. ISAAC JOGUES FI		326		325		321		334		351		367		381		388		398		403		401	
ST. ISAAC JOGUES TOTAL		588	111%	580	109%	562	106%	560	106%	562	106%	569	107%	579	109%	579	109%	591	112%	596	112%	592	112%
ST. MONICA RT		242		228		206		198		195		194		198		202		204		197		191	
ST. MONICA FI	392	141		175		209		237		246		253		248		235		232		226		219	
ST. MONICA TOTAL		383	98%	403	103%	415	106%	435	111%	441	113%	447	114%	446	114%	437	111%	436	111%	423	108%	410	105%
ST. WILFRID		478	106%	507	106%	508	106%	535	112%	536	112%	549	115%	561	117%	556	116%	570	119%	578	121%	583	122%
PICKERING TOTAL		2529	2611	103%	2582	102%	2554	101%	2589	102%	2570	102%	2593	103%	2587	102%	2570	102%	2577	102%	2573	102%	2556



UTILIZATION BY SCHOOL	OTG Capacity	Actual 2017	Utilization Rate	Projected 2018	Utilization Rate	Projected 2019	Utilization Rate	Projected 2020	Utilization Rate	Projected 2021	Utilization Rate	Projected 2022	Utilization Rate	Projected 2023	Utilization Rate	Projected 2024	Utilization Rate	Projected 2025	Utilization Rate	Projected 2026	Utilization Rate	Projected 2027	Utilization Rate
GOOD SHEPHERD	187	187	100%	192	103%	196	105%	199	106%	209	112%	214	114%	220	118%	222	119%	230	123%	231	124%	228	122%
HOLY FAMILY	205	88	43%	93	45%	98	48%	102	50%	100	49%	105	51%	101	49%	100	49%	104	51%	109	53%	106	52%
ST. JOSEPH, UXBRIDGE RT		298		295		281		277		271		260		259		254		257		255		252	
ST. JOSEPH, UXBRIDGE FI		38		56		74		90		106		123		132		129		131		127		124	
ST. JOSEPH, UXBRIDGE TOTAL*	277	336	121%	351	127%	355	128%	367	132%	377	136%	383	138%	391	141%	383	138%	388	140%	382	138%	376	136%
NORTH TOTAL	669	611	91%	636	95%	649	97%	668	100%	686	103%	702	105%	712	106%	705	105%	722	108%	722	108%	710	106%

UTILIZATION BY SCHOOL	OTG Capacity	Actual 2017	Utilization Rate	Projected 2018	Utilization Rate	Projected 2019	Utilization Rate	Projected 2020	Utilization Rate	Projected 2021	Utilization Rate	Projected 2022	Utilization Rate	Projected 2023	Utilization Rate	Projected 2024	Utilization Rate	Projected 2025	Utilization Rate	Projected 2026	Utilization Rate	Projected 2027	Utilization Rate
ALL SAINTS CSS RT		812		824		858		862		846		879		907		920		931		936		934	
ALL SAINTS CSS AMP (9-12)		0		77		178		279		380		405		405		404		405		405		403	
ALL SAINTS CSS TOTAL	1173	812	69%	901	77%	1036	88%	1141	97%	1226	105%	1284	109%	1312	112%	1324	113%	1336	114%	1341	114%	1337	114%
ARCHBISHOP DENNIS O'CONNOR CHS	816	674	83%	660	81%	616	75%	585	72%	585	72%	585	72%	601	74%	607	74%	597	73%	594	73%	582	71%
FATHER DONALD MCLELLAN CSS	42	194	462%	194	462%	194	462%	194	462%	194	462%	194	462%	194	462%	194	462%	194	462%	194	462%	194	462%
FATHER LEO J AUSTIN CSS RT		736		701		677		669		629		626		609		605		583		563		553	
FATHER LEO J AUSTIN CSS FI		235		293		348		385		406		415		414		454		464		459		484	
FATHER LEO J AUSTIN CSS TOTAL	1110	971	87%	994	90%	1025	92%	1054	95%	1035	93%	1041	94%	1023	92%	1059	95%	1047	94%	1022	92%	1037	93%
MSGR J PEREYMA CSS (9-12)	564	428	76%	405	72%	401	71%	417	74%	457	81%	465	82%	470	83%	469	83%	452	80%	448	79%	438	78%
MSGR. PAUL DWYER CHS RT		829		836		827		785		764		766		791		832		828		830		831	
MSGR. PAUL DWYER CHS FI		0				40		68		105		189		270		318		374		421			
MSGR. PAUL DWYER CHS TOTAL	1005	829	82%	836	83%	827	82%	825	82%	832	83%	871	87%	980	98%	1102	110%	1146	114%	1204	120%	1252	125%
NOTRE DAME CSS RT		1002		969		982		989		955		943		935		911		891		853		781	
NOTRE DAME CSS FI		121		183		214		260		305		345		384		424		447		475		479	
NOTRE DAME CSS TOTAL	1172	1123	96%	1152	98%	1196	102%	1249	107%	1260	108%	1288	110%	1319	113%	1335	114%	1338	114%	1328	113%	1260	108%
ST. MARY CSS RT		1431		1420		1372		1342		1337		1295		1280		1301		1302		1327		1348	
ST. MARY CSS FI		151		153		186		224		233		241		253		273		289		310		325	
ST. MARY CSS TOTAL	1374	1582	115%	1573	114%	1558	113%	1566	114%	1570	114%	1536	112%	1533	112%	1574	115%	1591	116%	1637	119%	1673	122%
SECONDARY TOTAL	7256	6613	91%	6715	93%	6853	94%	7031	97%	7159	99%	7264	100%	7432	102%	7664	106%	7701	106%	7768	107%	7773	107%



Durham Catholic District School Board

MEMORANDUM

To: Board of Trustees

From: Anne O'Brien

Date: December 18, 2017

Subject: **Out of Province Travel**

RECOMMENDATION

Moved by _____, seconded by _____

"THAT the Durham Catholic District School Board approve the attendance of a staff member at the American Association of School Administrators (AASA) National Conference. This School Superintendents Associations, Policy and Advocacy, National Conference on Education entitled "*Education in the Digital Age*" is scheduled for February 14-16, 2018 in Nashville, Tennessee."

RATIONALE

The Attendance of Board Employees at Conventions, Conferences and Seminars policy (PO 319) and its attendant Administrative Procedure (AP 319-1) requires that out of province travel be brought by the Director to the Board for approval.

The Director of Education, as President of the Canadian Association of School System Administrators (CASSA), is asked to attend the American Association of School Administrators (AASA) National Conference. This School Superintendents' Associations, Policy and Advocacy, National Conference on Education entitled "*Education in the Digital Age*", will focus on thought leaders, redesigning professional development systems – leadership, feedback and impact on a contemporary learning system.

The American Association of School Administrators (AASA), founded in 1865, is the professional organization for more than 14,000 educational leaders across the United States. AASA's members are chief executive officers and senior-level administrators from school districts in every region of the country, in rural, urban, and suburban settings. AASA's mission is to support and develop effective school system leaders who are dedicated to the highest quality education for all children.

All expenses including flight, meals and hotel are covered by the Canadian Association of School System Administrators.

AOB/eb



Durham Catholic District School Board

MEMORANDUM

To: Board of Trustees

From: Anne O'Brien, Director of Education

Date: December 18, 2017

Subject: **Out of Province Travel**

RECOMMENDATIONS

1. Moved by _____, seconded by _____

"THAT the Durham Catholic District School Board approve one (1) staff member(s) to travel to the EduCanada Conference to be held in Manila and Cebu Philippines, January 24-30, 2018 on behalf of our Board's International Education Program."

The Philippines has become one of the fastest growing economies in Asia with a sustained economic growth, increased income levels, high level of English proficiency, increasing number of education agencies, significant presence of foreign students and a young population. The K-12 transition has positioned the Philippines as a priority emerging market in education under Canada's Global Markets Action Plan (GMAP). The EduCanada Conference attracts foreign students and is a source of information for parents and school counsellors. It provides participants with an opportunity to gain insights and market intelligence; it increases visibility of our school Boards International Education Program and allows for an opportunity to meet foreign education institutions and/or organizations. Participants can also pre-organize their business to business meetings.

2. Moved by _____, seconded by _____

"THAT the Durham Catholic District School Board approve one (1) staff member(s) to travel to the CEI Education Spring Fair to be held in Vietnam, March 8-11, 2018 on behalf of our Board's International Education Program."

This event will showcase approximately 60-70 Canadian institutions at all levels: K-12, language schools and post-secondary institutions. This conference attracts foreign students and will provide information to parents and school counsellors on the Board's International Education Program. Participants take part in networking events and receive on the ground assistance from Canadian Trade Commissioner Service as well as holding one-on-one meetings with the Trade Commission.

.../2

To: Board of Trustees
Re: Out of Province Travel
Date: December 18, 2017

page 2

3. Moved by _____, seconded by _____

“THAT the Durham Catholic District School Board approve one (1) staff member(s) to travel to Confucius International School in Jinhua, Jining China and Changzhou Trina International School in China, March 19-21, 2018 on behalf of our Board’s International Education Program.”

One staff member of the International Education Program team will be travelling to China as part of a Board approved staff trip, at his own cost, for the period March 9-18, 2018. Approval is only being sought for the three days at the completion of the staff trip wherein staff will be attending to Board International Education Program business, providing information on our Board’s IE Program and meeting with schools and Chinese government representatives for the purpose of partnership opportunities and student recruitment.

4. Moved by _____, seconded by _____

“THAT the Durham Catholic District School Board approve up to (2) staff member(s) to travel the CAPSI-Conference in Charlottowne, Prince Edward Island, May 6-8, 2018, on behalf of our Board’s International Education Program.”

The Canadian Association of Public Schools – International (CAPS-I) Conference is an opportunity for International Education staff to engage in professional development to support best practices for the program.

RATIONALE

Board Policy PO-319 (Attendance of Board Employees at Conventions, Conferences, and Seminars) and its attendant Administrative Procedure (AP319-1) requires that out of province travel be brought by the Director to the Board for approval.

AOB/MTG/KB



Durham Catholic District School Board

MEMORANDUM

To: Board of Trustees

From: Anne O'Brien, Director of Education

Date: December 18, 2017

Subject: **Selection of Committee Members**

RECOMMENDATION

Moved by _____, seconded by _____

"THAT the Durham Catholic District School Board approve the membership for the following statutory committees as follows:

Audit Committee:

Special Education Advisory Committee (SEAC):

Supervised Alternative Learning Committee:

Expulsion Hearing Committee:

To: Board of Trustees
Re: Selection of Committee Members
Date: December 18, 2017

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Suspension Appeal Committee:

Durham Catholic Parent Involvement Committee:

“THAT the Durham Catholic District School Board approve the membership for the following Standing Committees as follows:

Finance:

Student Senate Committee:

Board Award of Merit Committee:

Trustee Youth Award Committee:

To: Board of Trustees
Re: Selection of Committee Members
Date: December 18, 2017

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The Outstanding Home/School Communication Award Committee:

School Year Calendar Committee:

RATIONALE

Membership selection for the Committees of the Board shall be in accordance with the General Working By-Laws enacted July 1, 2016.

AOB:vk