



**DURHAM CATHOLIC
DISTRICT SCHOOL BOARD**
Learning and Living in Faith

Regular Board Meeting

Agenda

Monday, December 19, 2022

7:30 p.m.

Live Streaming Details: <https://dcdsb.ca/BoardMeeting>

St. Francis of Assisi Catholic Education Centre
650 Rossland Road West
Oshawa, ON L1J 7C4

Main Telephone Number: (905) 576-6150

Toll Free: 1-877-482-0722

Main Fax Number: (905) 721-8239

Board Website: www.dcdsb.ca

If you require accessibility related accommodations for attendance at this meeting, please notify the meeting organizer in advance of the meeting date so that arrangements can be made.

Regular Board Meeting - Open Agenda

Durham Catholic District School Board
650 Rossland Road West, Oshawa, North Boardroom
Dec 19, 2022 7:30 PM - 9:30 PM EST

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Opening Prayer

Dear Father,

We thank You for everyone gathered here now. Thank You for knowing each of us by name and calling us to walk with You. Our trust is in You completely and we ask that You would fill our hearts with inspiration and the Holy Spirit. Fill our lives with Your love and our conversations with Your grace and truth.

Amen.



Land Acknowledgement

We here in the Durham Region respectfully acknowledge that we are on the traditional lands of the Mississaugas of Scugog Island.



**DURHAM CATHOLIC
DISTRICT SCHOOL BOARD**
Learning and Living in Faith

Regular Board Meeting – Open Session Minutes

Durham Catholic District School Board – North Boardroom
October 25, 2022 at 7:30 PM EST

Trustees Present

M. Ste. Marie (Chair), J. Rinella (Vice Chair)*

Trustees R. Damianopoulos, R. De Souza, M. Forster*, J. McCafferty, J. Oldman

Regrets

Trustees Yurkoski, Student Trustee Esan

Student Trustees Present

S. Nwaoha

Director of Education Present

T. Barill

Senior Administration Present

K. Akomolafe, S. Grieve, M. Hammond, S. Lee-Fernandes, M. O'Neill, R. Rodriguez,
P. Sorhaitz, K. Stevenson, J. Wilson, G. Winn

Senior Managers Present

J. McVeigh, F. Pileggi

** Attended virtually*

1. Opening

The meeting opened at 7:03 p.m.

1.1. Motion to Move In Camera

Motion:

B2022-10-25-01 - Motion to Move In Camera

"THAT the Durham Catholic District School Board meeting move into In Camera session."

Motion moved by R. Damianopoulos and motion seconded by J. McCafferty. CARRIED

The meeting resumed at 7:33 p.m.

1.2. Memorials and Prayer

Student Trustee Nwaoha offered the opening prayer.

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1.3. Land Acknowledgement

Chair Ste. Marie acknowledged Traditional Lands and Territory.

1.4. Canadian Anthem

Recorded performance by St. John XXIII Catholic School.

1.5. Roll Call and Apologies

Vice Chair Rinella and Trustee Forster attended virtually. Trustee Yurkoski sent regrets.

1.6. Call to Order

Chair Ste. Marie called the meeting to order at 7:34 p.m.

1.7. Approval of the Agenda

Motion:

B2022-10-25-02 - Approval of Agenda

"THAT the Durham Catholic District School Board approve the agenda of the Tuesday, October 25, 2022 Regular Board Meeting as provided."

Motion moved by R. Damianopoulos and motion seconded by J. Oldman.
CARRIED

1.8. Approval and Signing of the Minutes of the Previous Meetings:

1.8.1. Special Board Meeting (Policy) held September 21, 2022

Motion:

B2022-10-25-03 - Approval and Signing of Minutes

"THAT the Durham Catholic District School Board approve the Minutes of the Open Session of the September 21, 2022 Special Board Meeting."

Motion moved by J. McCafferty and motion seconded by M. Forster.
CARRIED

1.8.2. Regular Board Meeting held September 26, 2022

Motion:

B2022-10-25-04 - Approval and Signing of Minutes

"THAT the Durham Catholic District School Board approve the Minutes of the Open Session of the September 26, 2022 Regular Board Meeting."

Motion moved by J. McCafferty and motion seconded by M. Forster.
CARRIED

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1.8.3. Special Board Meeting held October 17, 2022

Motion:

B2022-10-25-05 - Approval and Signing of Minutes

"THAT the Durham Catholic District School Board approve the Minutes of the Open Session of the October 17, 2022 Special Board Meeting."

Motion moved by J. McCafferty and motion seconded by M. Forster.
CARRIED

1.9. Declarations of Interest

None.

2. Items of Information

2.1. Announcements

2.1.1. Announcements from the In Camera Session of the Board Meeting
Chair Ste. Marie read the following announcement:

Resignation

Alessandro Nicoletto, All Saints CSS, effective October 7, 2022

2.1.2. Appointments and Transfers

None.

2.1.3. Fire Chief for a Day Contest Winner Recognition

- Congratulations to Jullian, a Grade 5 student from Good Shepherd Catholic School who won the "Fire Chief for a Day" contest for the Township of Scugog. Jullian's poster was selected as the winner out of more than 150 submissions. The theme for this year's Fire Prevention Week was "Fire Won't Wait - Plan an Escape". Jullian's poster detailed the importance of having a fire plan highlighting escape routes, identifying a meeting place, getting low and going, and "Plan, Practice, Repeat - Saves Lives."
- Chair Ste. Marie and Director Barill thanked Jullian for his service and noted the importance of our partnerships with local fire departments in promoting safe and caring school environments.

2.2. Notices of Motions

None.

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2.3. Presentations

2.3.1. Recognition of the Service of the Board of Trustees

- Director Barill expressed gratitude to all the Trustees for their last four years of service. On behalf of the Senior Administrative Team and all staff, the Director presented each Trustee with a small token of appreciation.
- She thanked each of them for their leadership, for sharing their voice and expertise, for their genuine passion, for their representation, for their advocacy, and for their authentic and unwavering support of the students, families, and staff of the Durham Catholic District School Board.
- The Director also thanked the late Paul Pulla, as well as former Trustees Kathy LeFort and Tricia Chapman for their commitment to the Durham Catholic District School Board.
- She acknowledged our current Trustees, as stewards of Catholic education. She said that the Trustees have committed both time, and effort to fulfilling a distinct role in the governance of our Board. She noted that this is not an easy job to do, it is one that requires authenticity, patience, willingness to listen deeply to the many voices and to model respect for all. The Director thanked the Trustees for being strong advocates for our Catholic education system and our school communities here in Durham Region.
- She also acknowledged the commitment and dedication of Trustee Rinella, Trustee Oldman, and Trustee Ste. Marie who have served as Chair and Vice-Chair during the past four years.

2.3.2. 2022-2023 Strategic Goals

- Director Barill shared an overview of the [2022-2023 Strategic Goals and Actions Plan](#). The plan builds on the strategic priorities as outlined in the Discovery 2023 - Renewing the Vision Strategic Plan in its culminating year.
- The Senior Administrative team provided an overview of the actions that will be prioritized in the year ahead:
 - Strategic Priority 1: Witnessing Faith
 - Strategic Priority 2: Celebrating Inclusion and Well-Being
 - Strategic Priority 3: Teaching and Learning
 - Strategic Priority 4: Expanding Pathways
 - Strategic Priority 5: Managing Resources
- Director Barill recognized the Senior Administrative team for their work on the document and their dedication.

2.4. Delegations

None.

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- 2.5. Order Paper: Resolutions Approved for Implementation
Received for information.
- 2.6. Minutes and/or reports from Committee meetings
The minutes and/or reports from Committee meetings were received for information. Trustees were provided an opportunity to ask questions.
 - 2.6.1. Special Education Advisory Committee Meeting - October 4, 2022
 - 2.6.2. Durham Catholic Parent Involvement Committee Meeting - October 6, 2022
- 2.7. Staff Reports
 - 2.7.1. Class Size Compliance and Staffing Update
The report was received for information. Trustees were provided an opportunity to ask questions.
3. Items for Decision
 - 3.1. Consideration of Motions for which previous notices has been given
 - 3.1.1. Amendments to By-Laws (as per Appendix 1 of the Minutes of the Regular Board Meeting of September 26, 2022)
Chair Ste. Marie read the motion and the amendments to By-Laws.
Motion:
B2022-10-25-06 - Amendments to By-Laws
"THAT the DCDSB approve the following amendments to General Working By-law 2021:
 - 2.1 Inaugural Meeting
In the years in which there is a municipal election, the Board shall hold an Inaugural Meeting not later than seven days after November 15, that being the day on which the Board's term of office commences.
 - 2.2 Oath of Office
On or before the day fixed for the Inaugural Meeting, or on or before the day of the first meeting that the person attends, each person elected or appointed to the Board shall take the Oath and make the Declaration prescribed by the *Education Act*, before the Secretary of the Board, or before any person authorized to administer an oath or affirmation.
 - 2.3 Annual Meeting
In each year that is not a municipal election year, an Annual Meeting shall be held at the first regularly scheduled Board meeting following November 15.

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2.6 Appointments

Following the election of the Chair and Vice Chair, the Board shall make the following appointments:

(a) the Auditor."

Motion moved by J. Oldman and motion seconded by R. Damianopoulos. CARRIED

- 3.2. Motions to be read in Open Session from the In Camera Session of the Board Meeting of September 26, 2022

Motion:

B2022-10-25-07 - Motions Deemed Read

"THAT the Durham Catholic District School Board approve the Motions as deemed read from the In Camera session of the October 25, 2022 Regular Board Meeting."

Motion moved by M. Forster and motion seconded by R. De Souza. CARRIED

- 3.3. Business arising from previous meetings

- 3.3.1. Follow up to Capital Renewal Program Update

Superintendent Grieve provided further information to the Capital Renewal Program Update from last month's report.

- The Ministry of Education is not providing comparative Facility Condition Index (FCI) at this time, due to the timing of the facility assessment process being delayed during the pandemic and the contract expired.
- Of note our inventory of buildings averages in age approximately 1988, and the average FCI is 37.02%. We have some brand new buildings like St. Anne and St. Marguerite d'Youville with 0% and an older building 1953 like St. Francis de Sales with an FCI of 64.91%. The higher the FCI the more investment that is needed. The FCI is factored in when we are making business cases for replacement schools, or when assessing schools in a full review that could be associated with a Pupil Accommodation Review. The last one we did was in Port Perry, where Good Shepherd and Immaculate Conception FCI rates would have been part of the decision to amalgamate.

- 3.4. Staff Reports
None.

4. Other Business

- 4.1. Board Communications

- 4.1.1. Ontario Catholic School Trustees' Association (OCSTA) Resolutions Received for information.

4.2. Director's Report

Director Barill provided the following report:

- Welcome to the following new and returning trustees who will be sworn in by oath at the Inaugural Board Meeting on November 21, 2022:
 - Monique Forster and Marisa Hall, Town of Ajax
 - Kim Beatty and Morgan Ste. Marie, City of Oshawa
 - Jim McCafferty, City of Pickering
 - Richard Damianopoulos, Townships of Brock, Scugog and Uxbridge
 - Robert De Souza and Janelle Emanuel, Town of Whitby.
- Since the last Regular Board meeting in September, students and staff have focused their learning on the history of Residential School, the Most Holy Rosary, Learning Disabilities Month, Cyber Security Awareness Month, and more. The board has also celebrated designated appreciation days for Principals and Vice-Principals, Teachers, Custodians, and Early Childhood Educators. Thank you to the board's Chaplains and parish priests who are celebrating Chaplain and Clergy Appreciation Day on Friday, October 28 as part of Spiritual and Pastoral Care Week.
- Education workers represented provincially by CUPE will be in a legal strike position as of November 3, 2022. In Ontario, under the School Boards Collective Bargaining Act, bargaining is a two-tier process – provincial and local. The current information being shared about potential job action is arising from the provincial bargaining process that is underway. While DCDSB has education workers who are represented by CUPE in these negotiations, the board and board staff are not directly involved in bargaining at this time. DCDSB will be establishing a dedicated page on the board website for Collective Bargaining Updates. We will communicate with parents and guardians as soon as we are able with regards to any impact on schools and/or potential school closures. That being said, we continue to be hopeful that job action will be avoided.
- In keeping with the Durham Catholic District School Board's (DCDSB) commitment to community engagement and transparent decision-making, thank you to staff for their work on organizing the following reviews that are currently seeking parents and guardians' feedback and input on:
 - A Special Education Review – DCDSB has partnered with the [Abilities Centre](#) to facilitate the [Leading Equitable and Accessible Delivery](#) (LEAD) Process, to engage in a comprehensive self-assessment and develop an improvement plan to work towards transformational change. The goal is to build capacity in special education knowledge and consistency in the implementation of effective programs and services for students with special education needs.

DCDSB is currently inviting parents, guardians, and caregivers with children with special education needs to complete a survey available on the board's website at dcdsb.ca/engage. The board's Student Services Department is hosting a virtual parent and guardian engagement session on the Special Education Review on Wednesday, November 2, 2022 from 7:00 to 8:30 p.m.

- [Archbishop Denis O'Connor and Notre Dame Catholic Secondary Schools Boundary Review](#) is hosting a public meeting open to Ajax families tomorrow, October 26, 2022 from 7:00 to 9:00 p.m., at St. Jude Catholic School.
- [The Brooklin Regular English Track Study](#) is hosting public meetings for Brooklin families from 7:00 to 9:00 p.m. on the following days:
 - November 8, 2022 at St. Leo Catholic School
 - November 9, 2022 is a Virtual Meeting
 - November 15, 2022 at St. John Paul II Catholic School
- The online application process for the Regional Arts & Media Program at All Saints Catholic Secondary School is open for students in Grade 6 and Grade 8 interested in applying and auditioning for September 2023. The Regional Arts & Media Program is hosting an open house for students and families interested in learning more about the program on Tuesday, November 1, 2022, at 7:00 p.m. Visit amp.dcdsb.ca to learn more.
- I look forward to celebrating the Commissioning Mass for our Catholic Parent Council chairs and members on November 18, at the Pope Francis Centre. Being a part of this group is a special commitment from parents and we value their roles in making our schools faith-filled school communities.

4.3. Chair's Report

Chair Ste. Marie provided the following report:

- Thank you to the Board of Trustees, staff, partners and ratepayers for their involvement and continued support of the board's quality Catholic education system here in Durham Region.
- With this being our final Regular Board Meeting together with this group of Trustees, I am pleased to have an opportunity to express my sincere gratitude for your advocacy in our shared purpose of promoting our Catholic school system – and making it a thriving, welcoming and faith-filled place to be for students and families in our Catholic communities.
- During the past four years, I have had the honour of serving as Vice-Chair and Chair of the Board. I also was privileged to work alongside two outstanding colleagues during that time, Vice-Chair Rinella, and Trustee Oldman who also served as Chair and then Vice-Chair in this current term. Trustee Oldman has been a Trustee

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with our Board since 1991 - 31 years. That was 9 terms, 5 of the 3 year terms, and 4 more in 2006 when they switched to 4 year terms. She has been a dedicated advocate for Catholic education and her family are a part of the current and past history of the board. Trustee Oldman has been a stable presence in our system. Our Board has been well-served by both Trustee Oldman and Vice-Chair Rinella, who is finishing his second term as an elected Trustee advocating for students and families. The contributions and commitment to our system from these colleagues will certainly be missed. This is our final Regular Board Meeting together and I am pleased to have an opportunity to express my sincere gratitude for your advocacy in our shared purpose of promoting our Catholic school system – and making it a thriving, welcoming and faith-filled place to be for students and families in our Catholic communities.

- I extend my thanks to Trustee Yurkoski who was appointed as Trustee for the Town of Whitby in 2021. As a skilled trades professional, Trustee Yurkoski has advocated for experiential learning opportunities for students and the board is grateful for his commitment to Catholic education.
- To our returning Trustees, congratulations on your election wins and I look forward to working with everyone in the new term.
- I also acknowledge the commitment and dedication of former Trustees, the late Paul Pulla, Kathy LeFort, and Tricia Chapman who were elected in 2018 and thank them for their dedication.
- Much has happened during the past four years:
 - Retirement of former Director Anne O'Brien and appointment of current Director Tracy Barill and almost a full turnover of the Senior Administrative team.
 - The opening of two new Catholic elementary schools, St. Anne and St. Marguerite d'Youville.
 - Ministry of Education approval for a new Monsignor Paul Dwyer Catholic High School and the board's first Catholic school in the Seton lands, in Pickering.
 - During this time, DCDSB has expanded its childcare sites across the region and has seen an increase in student enrolment.
 - While we have had much to celebrate, we have also weathered perhaps the most challenging and unpredictable time in history, first navigating provincial labour disruptions, then the global pandemic and even our first snow days (not one but two) in anyone's recent memory.
 - As a Board, we have worked collaboratively, sought input from all parties and done so respectfully in a manner that reflects our Catholic beliefs of the dignity of every person.
 - The board has expanded opportunities for engagement through the use of innovative technologies and policy adjustments.

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- We have been fiscally responsible and made necessary investments when and where needed to ensure smaller class sizes at the height of the pandemic.
- We have worked hard to develop policies and practices that promote student achievement while creating a safe and welcoming environment for each student.
- We have conducted a comprehensive process to develop the new Multi-Year Strategic Plan that the board hopes will inspire all members of the Board in its journey to 2026.
- Ultimately, we have been faithful to our mission to celebrate and nurture the God-given talents of each student as we serve with excellence in the light of Christ.
- Congratulations to the newly elected Board of Trustees who will take office following the Inaugural Board Meeting on Monday, November 21, 2022 at the Catholic Education Centre.
- On Thursday, October 27, 2022 staff and Trustees will attend the 19th Annual Durham Regional Police Appreciation Dinner and Awards Night. The evening event honours the dedicated Durham Regional police officers who keep our communities safe. It is also attended by this year's winner of Police Chief for a Day – a DCDSB student from St. Paul Catholic School. An invitation has been extended to Gabriel to attend the December Board meeting where we hope to recognize him for this honour.
- On Saturday, October 29, 2022, staff and Trustees will attend the 36th Annual Father Patrick Fogarty Awards Dinner which recognizes a student from each Ontario Catholic high school with a 2022 Catholic Student Award.
- As we look ahead, I invite you to recognize the Solemnity of All Saints on November 1, and All Souls Day on November 2. The privilege of recognizing these holy obligations in Catholic learning communities makes DCDSB's schools special and unique.
- I also invite trustees to attend the Durham Catholic Parent Involvement Committee's (DCPIC) Commissioning Mass on Friday, November 18, at the Pope Francis Centre, to celebrate parent engagement among Catholic School Councils and the broader Durham Catholic Parent Involvement Committee.
- In closing, I would like to thank my fellow Trustees for the opportunity to serve as the Chair of the Durham Catholic District School Board.

4.4. Student Trustees Report

The Student Trustees provided the following report:

Intro: In the month of October, the Student Senate has been hard at work learning the ins and outs of how to work collaboratively as a newer and bigger team. We have had info sessions, subcommittee meetings and so much more internal professional development. Our school clubs and

student councils have also been hard at work organizing Halloween spirit weeks, semi-formals, homecomings, bake sales and other school events. November is definitely shaping up to be a month full of amazing events for students.

Senate: As always, our Senate met today for our second Student Senate meeting of the year. We were glad to welcome the board's Human Rights and Equity Advisor, Mr. Akomolafe to Senate. We had a lengthy 1 hour conversation about concerns the Senate had regarding discrimination in schools and we were able to take away very important notes from Mr. Akomolafe. As the year goes on, we are hoping to work with the board's equity department on giving student input on equity strategies and initiatives they come up with. We also discussed our ideas for initiatives we hope to carry out during exam week as well as mental health resources we want to provide to students.

Comms Update: Our communications team has been hard at work crafting our next few upcoming posts and newsletters for our social media. We hope to give a formal introduction to our Senate, along with continuing our tradition of putting out a monthly Senate Star. We are also looking at doing a mental health series on our Instagram during exam week and sporadically throughout the year.

Operations Team: For those who may not know, the Student Senate has an operations team, comprised of 8 members of our Senate, who oversee extra responsibilities within Senate. We selected this year's operations team last month and we were able to have our first successful Operations team meeting 2 weeks ago. During this meeting, Moyin and I went over their job responsibilities, information about what they will have to do this year and overall initiatives for Senate. Moyin and I are very excited to work with this group of extraordinary individuals.

Student Outreach: Late September, Moyin and I were approached by the chaplain of Monsignor Paul Dwyer inviting us to come to do some Student Trustee outreach at Monsignor Paul Dwyer. We were given the opportunity to formally introduce ourselves to the students at Monsignor Paul Dwyer and tell them a bit about who we are and what we do. We are very appreciative to the chaplain and administrative team at Monsignor Paul Dwyer for allowing us this opportunity. We hope to continue doing student outreach to help better inform students about who we are, why student advocacy is so important and empowering students to use their voices.

OSTA-AECO: This past Thursday to Sunday, Moyin and I attended OSTA-AECO's FGM in Toronto. We were able to have 2 full days of PD and meet with our fellow student trustees on issues we see in our regions and boards. We had an in-person presentation from the minister of education, Stephen Lecce, a presentation from the Ontario Physical and Health

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Education Association (OPHEA), roundtable discussions and so much more. I was also able to form my working group for the year. My Co-Chair and I spoke to OSTA's general assembly about our plans and initiatives for the year and worked out a few tentative projects. Moyin also led a regional round table discussion about post-pandemic learning and mental health to the Golden Horseshoe Student Trustees in the Catholic Board Council. It is always a pleasure to attend these conferences and Moyin and I are very excited for the work and advocacy to come.

Closing: In closing, Moyin and I are very excited for all the upcoming events in schools and the work we will be doing provincially. Our Senate has a few possible projects lined up for November, so we are eager to see their success and the impact they have on students. We hope to continue our student outreach and will continue to always empower students to use their voices and make their thoughts, feelings and opinions heard.

4.5. Trustee Questions

None.

4.6. Motion to Move In Camera (9:02 p.m.)

Motion:

B2022-10-25-08 - Motion to Resume In Camera

"THAT the Durham Catholic District School resume the In Camera session of the October 25, 2022 Regular Board Meeting."

Motion moved by R. Damianopoulos and motion seconded by J. Oldman.
CARRIED

Resumption of the Open Session (10:05 p.m.)

4.7. Motion to Adjourn

Motion:

B2022-10-25-09 - Adjournment

"THAT the Durham Catholic District School Board adjourn the Regular Board Meeting of Tuesday, October 25, 2022."

Motion moved by R. De Souza and motion seconded by R. Damianopoulos. CARRIED

4.8. Closing Prayer

Student Trustee Nwaoha offered the closing prayer.

Meeting adjourned at 10:05 p.m.

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Morgan Ste. Marie Chair of the Board
Durham Catholic District School Board

Tracy Barill, Director of Education
Durham Catholic District School Board

Recording Secretary: L. Beckstead



**DURHAM CATHOLIC
DISTRICT SCHOOL BOARD**
Learning and Living in Faith

Special Board Meeting – Open Session Minutes

Durham Catholic District School Board – North Boardroom
October 31, 2022, at 7:30 PM EST

Trustees Present

M. Ste. Marie (Chair), J. Rinella (Vice Chair)*

Trustees R. Damianopoulos*, R. De Souza*, M. Forster*, J. McCafferty*, J. Oldman*

Regrets

Trustees Yurkoski, Student Trustee Esan

Student Trustees Present

Student Trustee Nwaoha*

Director of Education Present

T. Barill*

Senior Administration Present

K. Akomolafe, S. Grieve, M. Hammond, S. Lee-Fernandes, M. O'Neill, R. Rodriguez,
P. Sorhaitz, D. Stargratt*, K. Stevenson, J. Wilson, G. Winn

** Attended virtually*

1. Opening

Chair Ste. Marie opened the meeting at 7:30 p.m.

1.1. Memorials and Prayer

Student Trustee Nwaoha offered the opening prayer.

1.2. Land Acknowledgement

Chair Ste. Marie acknowledged Traditional Lands and Territory.

1.3. Canadian Anthem

Virtual performance by All Saints Catholic Secondary School.

1.4. Roll Call and Apologies

Trustees Damianopoulos, De Souza, Forster, McCafferty, Oldman and Rinella attended virtually. Trustee Yurkoski sent regrets. Note: Director Barill attended virtually, her designate, Superintendent Jim Wilson attended in person.

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1.5. Call to Order

Chair Ste. Marie called the meeting to order at 7:32 p.m.

1.6. Approval of the Agenda

Motion:

SB2022-10-31-01 - Approval of Agenda

"THAT the Durham Catholic District School Board approve the agenda of the Open session of the October 31, 2022 Special Board Meeting as provided."

Motion moved by J. Oldman and motion seconded by J. Rinella. CARRIED

1.7. Declarations of Interest

None.

2. Items for Decision

2.1. Motion to Move In Camera

Motion:

SB2022-10-31-02 - Motion to Move In Camera

"THAT the Durham Catholic District School Board meeting move into In Camera session."

Motion moved by M. Forster and motion seconded by J. McCafferty.
CARRIED

The meeting resumed at 7:47 p.m.

Motion:

SB2022-10-31-03 - Motions Deemed Read

"THAT the Durham Catholic District School Board approve the Motions as deemed read from the In Camera session of the October 31, 2022 Special Board Meeting."

Motion moved by R. Damianopoulos and motion seconded by M. Forster.
CARRIED

3. Closing

3.1. Trustee Questions

None.

3.2. Motion to Adjourn

Motion:

SB2022-10-31-04 - Adjournment

"THAT the Durham Catholic District School Board adjourn the Special Board Meeting of October 31, 2022."

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Monday, October 31, 2022

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Motion moved by R. De Souza and motion seconded by J. McCafferty.
CARRIED

3.3. Closing Prayer

A closing prayer was offered.

The meeting adjourned at 7:48 p.m.

Morgan Ste. Marie, Chair of the Board
Durham Catholic District School Board

Tracy Barill, Director of Education
Durham Catholic District School Board

Recording Secretary: L. Beckstead



Policy Meeting Minutes (Open)

Durham Catholic District School Board
November 7, 2022 at 7:30 PM EST
650 Rossland Road West, Oshawa, North Boardroom

Attendance

Trustees Present

M. Ste. Marie (Chair)
Trustees R. De Souza, R. Damianopoulos, M. Forster, J. McCafferty*, J. Oldman*, M. Yurkoski*

Regrets

J. Rinella (Vice Chair)

Student Trustees Present

S. Nwaoha*, M. Esan*

Director of Education Present

T. Barill

Senior Administration Present

K. Akomolafe, M. Hammond, S. Lee-Fernandes, M. O'Neill, R. Rodriguez, J. Wilson, G. Winn, D. Stargratt, P. Sorhaitz, S. Grieve

Regrets

K. Stevenson

*attended electronically

1. Opening

The meeting opened at 7:33 p.m.

1.1. Memorials and Prayer - Student Trustees

Student Trustee Nwaoha offered the opening prayer.

1.2. Land Acknowledgement

Chair Ste. Marie acknowledged Traditional Lands and Territory. Canadian Anthem

The meeting opened with O Canada.

1.3. Roll Call and Apologies

Trustee Rinella sent regrets. Trustees McCafferty, Oldman and Yurkoski attended electronically. Student Trustees Nwaoha and Esan attended electronically.

1.4. Call to Order

Chair Ste. Marie called the meeting to order.

1.5. Approval of Agenda

Motion:

P2022-11-07-01 - Approval of Agenda

"THAT the Durham Catholic District School Board approve the agenda of the November 7, 2022 Policy Meeting."

Motion moved by R. Damianopoulos and motion seconded by J. Oldman.
CARRIED

1.6. Declarations of Interest

None

2. Items of Information

2.1. Announcements

None

2.2. Notices of Motions

None

2.3. Presentations

None

2.4. Delegations

None

2.5. Order Paper: Resolutions Approved for Implementation

None

2.6. Staff Reports

Trustees were provided with an opportunity to ask questions.

2.6.1. Policy Roster

2.6.1.1. Current Roster of Policies

Trustees were provided with the current roster of policies.

2.6.2. Input Received

3. Items for Decision

3.1. Consideration of Motions For Which Previous Notice Has Been Given

None

3.2. Business Arising from Previous Meetings

None

3.3. Staff Reports

3.3.1. First Reading

3.3.1.1. PO431 Acceptable Use of Information and Communications Technology

Motion:

P2022-11-07-02 – PO431 Acceptable Use of Information and Communications Technology

"THAT the Durham Catholic District School Board approve the First Reading of the Acceptable Use of Information and Communications Technology Policy (PO431)."

Motion moved by R. De Souza and motion seconded by J. Oldman. Trustees discussed the policy and requested revisions to provide context to DCDSB staff around circumstances in which staff's technology may be accessed for electronic monitoring. They expressed that a balance between privacy and legislation would be the desired approach. An amended motion was then moved by Trustee Damianopoulos.

Motion:

P2022-11-07-02 – PO431 Acceptable Use of Information and Communications Technology

"THAT the Durham Catholic District School Board approve the First Reading of the Acceptable Use of Information and Communications Technology Policy (PO431), with revisions to provide further context."

Motion moved by R. Damianopoulos and motion seconded by J. McCafferty. CARRIED

3.3.2. Second Reading

3.3.2.1. PO300 Right to Disconnect from Work

Motion:

P2022-11-07-03 – PO300 Right to Disconnect from Work

"THAT the Durham Catholic District School Board approve the Second Reading of the Right to Disconnect from Work Policy (PO300)."

Motion moved by M. Forster and motion seconded by J. McCafferty. CARRIED

3.3.2.2. PO519 Practical Work

Motion:

P2022-11-07-04 – PO519 Practical Work

"THAT the Durham Catholic District School Board approve the Second Reading of the Practical Work Policy (PO519)."

Motion moved by M. Foster and motion seconded by J. McCafferty. CARRIED

3.3.2.3. PO522 Science Classroom Waste Material Handling and Disposal

Motion:

P2022-11-07-05 – PO522 Science Classroom Waste Material Handling and Disposal

"THAT the Durham Catholic District School Board approve the Second Reading of the Science Classroom Waste Material Handling and Disposal Policy (PO522)."

Motion moved by M. Forster and motion seconded by J. McCafferty. CARRIED

3.3.3. Third and Final Reading

3.3.3.1. PO102 Purchasing of Goods and Services

Trustee Ste. Marie requested clarification around the procedure that prevents projects from being divided to allow for lesser quotes to fall within lower thresholds. Marie Hammond, Chief Financial Officer, and Director Barill advised Trustees that these provisions are embedded in legislation and trade agreements which can be sourced within the policy.

Motion:

P2022-11-07-06 – PO102 Purchasing of Goods and Services

"THAT the Durham Catholic District School Board approve the Third and Final Reading of the Purchasing of Goods and Services Policy (PO102)."

Motion moved by M. Forster and motion seconded by M. Yurkoski. CARRIED

3.3.3.2. PO109 Broader Public Sector Procurement and Expense Directives

Motion:

P2022-11-07-07 - PO109 Broader Public Sector Procurement and Expense Directives

"THAT the Durham Catholic District School Board approve the Third and Final Reading of the Broader Public Sector Procurement and Expense Directives Policy (PO109)."

Motion moved by R. Damianopoulos and motion seconded by M. Forster. CARRIED

3.3.3.3 PO219 Public Delegations

Motion:

P2022-11-07-08 – PO219 Public Delegations

"THAT the Durham Catholic District School Board approve the Third and Final Reading of the Public Delegations Policy (PO219)."

Motion moved by R. Damianopoulos and motion seconded by M. Forster. CARRIED

3.3.3.4 PO520 eLearning

Motion:

P2022-11-07-09 – PO520 eLearning

"THAT the Durham Catholic District School Board approve the Third and Final Reading of the eLearning Policy (PO520)."

Motion moved by R. Damianopoulos and motion seconded by M. Forster. CARRIED

3.3.4. Rescind

3.3.4.1 PO103 Travel Expenses

Motion:

P2022-11-07-10 – PO103 Travel Expenses

"THAT the Durham Catholic District School Board approve the rescinding of the Travel Expenses Policy (PO103)."

Motion moved by J. Oldman and motion seconded by M. Forster. CARRIED

3.3.4.2 PO105 Use of Corporate Credit Cards and/or Purchase Cards

Motion:

P2022-11-07-11 – PO105 Use of Corporate Credit Cards and/or Purchase Cards

"THAT the Durham Catholic District School Board approve the rescinding of the Use of Corporate Credit Cards and/or Purchase Cards Policy (PO105)."

Motion moved by J. Oldman and motion seconded by M. Forster. CARRIED

3.3.4.3 PO107 Hospitality Expenses

Motion:

P2022-11-07-12 – PO107 Hospitality Expenses

"THAT the Durham Catholic District School Board approve the rescinding of the Hospitality Expenses Policy (PO107)."

Motion moved by J. Oldman and motion seconded by M. Forster. CARRIED

3.3.4.4 PO319 Attendance of Board Employees at Conventions, Conferences & Seminars

Motion:

P2022-11-07-13 – PO319 Attendance of Board Employees at Conventions, Conferences & Seminars

"THAT the Durham Catholic District School Board approve the rescinding of the Attendance of Board Employees at Conventions, Conferences & Seminars Policy (PO319)."

Motion moved by J. Oldman and motion seconded by M. Forster. CARRIED

4. Other Business

None

4.1. Board Communications

None

4.2. Trustee Questions

None

4.3. Motion to Adjourn

Motion:

P2022-11-07-14 - Motion to Adjourn

"THAT the Durham Catholic District School Board adjourn the Policy Meeting of November 7, 2022."

Motion moved by R. Damianopoulos and motion seconded by J. McCafferty. CARRIED

4.4. Closing Prayer - Student Trustees

Student Trustee Esan offered the closing prayer.

The meeting adjourned at 7:53 p.m.

Morgan Ste. Marie, Chair of the Board
Durham Catholic District School Board

Tracy Barill, Director of Education
Durham Catholic District School Board

Recording Secretary: Candice Cavalier



**DURHAM CATHOLIC
DISTRICT SCHOOL BOARD**
Learning and Living in Faith

Inaugural Board Meeting – Open Session Minutes

Durham Catholic District School Board – North Boardroom

November 21, 2022 at 7:00 PM EST

Trustees Present

M. Forster (Chair), M. Ste. Marie (Vice Chair)

Trustees K. Beatty, R. Damianopoulos, R. De Souza, J. Emanuel, M. Hall, J. McCafferty

Student Trustees Present

M. Esan

S. Nwaoha

Director of Education Present

T. Barill

Senior Administration Present

K. Akomolafe, S. Grieve, M. Hammond, S. Lee-Fernandes, M. O'Neill, R. Rodriguez,
P. Sorhaitz, D. Stargratt, K. Stevenson, J. Wilson, G. Winn

1. Opening

1.1. Memorials and Prayer

Director Barill offered the opening prayer keeping in mind all special intentions.

1.2. Land Acknowledgement

Director Barill acknowledged Traditional Lands and Territory.

1.3. Canadian Anthem - St. John Paul II Catholic School

The choir from St. John Paul II Catholic School sang "O Canada."

1.4. Roll Call and Apologies

All trustees were present.

2. Welcome

Director Barill welcomed Father Keith Callaghan, Trustees, Student Trustees, staff and representatives from all employee groups and all other guests to the meeting.

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3. Reading the Returns of the Elections

Having received official confirmation of the electoral returns from each of the electoral areas, Director Barill duly noted that the following were elected as Trustees of the Durham Catholic District School Board in the municipal elections held on October 24, 2022:

For the Town of Ajax

Monique Forster and Marisa Hall - elected

For the Townships of Brock, Scugog and Uxbridge

Richard Damianopoulos - elected

For the City of Oshawa

Kim Beatty and Morgan Ste. Marie - elected

For the City of Pickering

Jim McCafferty - elected

For the Town of Whitby

Robert De Souza and Janelle Emanuel - elected

4. Declaration and Oath of Trustee

Director Barill administered the Declaration and Oath of Allegiance individually to each Trustee.

5. Confidentiality Agreement

Trustees signed a Confidentiality Agreement which was witnessed by Director Barill.

6. Declaration that the Board is Legally Constituted

Director Barill confirmed that each member of the Board had made the declaration and taken the oath. She declared the Board to be legally constituted and that it has jurisdiction as prescribed by legislation and the Working By-Laws of the Durham Catholic District School Board.

7. Comments from Chief Executive Officer

Director Barill offered her comments as follows:

As Chief Executive Officer- Director of Education/Secretary Treasurer of the Durham Catholic District School Board, on behalf of the Senior Administrative Team, all staff, students and families in our Catholic Community, I offer congratulations to each of you.

The words of solidarity and commitment you have spoken in taking your oath of office demonstrate your deep commitment to Catholic education and your

promise of guardianship, stewardship and advocacy for each and every student in the Durham Catholic District School Board.

It is a special time to become a Catholic school trustee. This year, our spiritual theme, "Listening with the Ear of the Heart" comes from the words of Pope Francis, who reminds us that listening is central to our faith. Through deep listening, we can expand our knowledge and understanding of the experiences of others which supports a culture of respect for human rights, equity, diversity, inclusion, and Indigenous education.

As system leaders, we witness first-hand the gift of Catholic education, and we are blessed to have our trustees advocating on a local and provincial level, for our families and ratepayers who believe in our unique faith-filled system.

Renewing the Promise: A Pastoral Letter on Catholic Education released by the Assembly of Catholic Bishops of Ontario, provides the following direction to Catholic school trustees:

"You are entrusted with the profound responsibility of stewardship of the mission of Catholic education. Let the Gospel of Jesus guide your policies and your governance of our Catholic school districts, for in his Gospel the Church discovers truth, goodness, and beauty."

May these words, remain in your hearts throughout your term as Catholic school trustees.

Here in Durham Catholic, we are approaching the final month of the *Discovery 2023 Renewing the Vision Strategic Plan*, which was launched in 2019 and has guided our actions for the past three years.

We are gratified to reflect upon the successful attainment of the strategic goals and priorities from that plan. In spite of the many challenges faced during the pandemic and the provincial labour negotiations, both before and after the onset of COVID-19, our staff continue to dedicate themselves in service of our students:

- As a Catholic School System, keeping our faith central during times of need is essential, we are inspired by the many creative ways that our schools, chaplains, faith ambassadors and parishes collaborated and continued to support the faith formation of our students through the celebration of system faith activities, school Masses, Liturgies, and prayer services.
- Since August, there has been an increased focus on staff training and education on Human Rights and Equity. Training will continue throughout the school year as part of our commitment to advancing human rights and equity.
- In keeping with our commitment to Truth and Reconciliation, the board continues to embrace the opportunity to listen and reflect on the voices

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and experiences of First Nations, Métis, and Inuit people during National Treaties Recognition Week (November 6-12), Louis Riel Day (November 16) and “Rock your Mocs” Week (November 13- 19). Authentically marking these important days and weeks of recognition help to build understanding as we walk the path together.

- In September, students started the new Grade 12 Indigenous Studies Course at all DCDSB secondary schools, and the Indigenous Education team continue to provide ‘Learning on the Land’ for elementary and secondary students.
- The de-streaming of Grade 9 Math courses and the continued de-streaming of Grade 9 science.
- Continued focus on providing students with experiential learning opportunities, access to and awareness of the skilled trades courses and programming, Specialist High Skill Major (SHSM) courses and STEM learning for elementary and secondary students.
- In October, the board created an Outdoor Education/Learning space here at the board office.
- The board engaged families on two Boundary Reviews – The Archbishop Denis O’Connor and Notre Dame Catholic Secondary Schools Boundary Review and Brooklin Regular English Track Study.
- Staff continue to work on the new Monsignor Paul Dwyer Catholic High School to be built in north Oshawa.
- Mental health and well-being continue to be a priority for students and staff. Our schools’ SOS and Mental Health clubs are actively engaging students on wellness strategies and initiatives; this school year staff will launch a new multi-year Mental Health Strategy; the staff wellness committee launched a Mind, Body, Spirit Room Campaign, and increased promotion of our Family Services Employee Assistance Program.
- This week staff and students are recognizing Bullying Prevention and Intervention Week. Schools are having discussion on creating safe and positive learning environments for all students because everyone has the right to feel safe. On Friday, November 25, the board will launch the School Climate Survey. The Ministry of Education requires all school boards across the province to complete a School Climate Survey every two years. Students in Grades 4 to 12 will complete the survey in class. Parents, guardians, and staff are also asked to complete the voluntary, anonymous, and confidential survey. The survey questions are available to view in advance at dcdsb.ca.
- Tomorrow, the board’s Intranet Working Committee will launch the new myDCDSB intranet which will greatly improve internal communications and become a hub for internal resources, information, tools, and apps.

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

- classroom teachers, consultants, resource teachers
- educational assistants

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- early childhood educators
- custodians
- secretaries
- principals
- vice-principals
- support staff
- managers
- student services staff, and
- Senior Administrative Team.

Collectively through their dedication and service to our students, our Catholic school communities continue to build safe and welcoming learning environments by demonstrating our values of respect, reconciliation, love, hope, charity, and faith.

We look forward to the launch of our new strategic plan *Inspire 2026*. This new plan includes new mission, vision, values statements that were developed through extensive consultation with our community. It will focus on Supporting Faith and Well-Being, Advancing Human Rights and Equity and Improving Student Learning by prioritizing the critical processes of listening, learning, and living in faith.

As we make our way to Advent, and a time of renewal – I hope you will find time for quiet reflection and prayer as we await the coming of the Lord. I extend my personal gratitude to our trustees as entrusted stewards of Catholic education, and to each of you for your services, commitment, and dedication to the Durham Catholic District School Board. God Bless.

8. Presentation of the Gavel to Outgoing Chair

Director Barill presented the gavel to outgoing Chair Ste. Marie and thanked him for his leadership this past year.

9. Election for Chair of the Board

9.1. Nominations

Director Barill advised that the appointed Returning Officers for the elections were Superintendent Scott Grieve and Chief Financial Officer Marie Hammond.

The Director opened the floor for nominations for the position of Chair of the Board for the period November 21, 2022 to November 15, 2023.

Nominee	Moved by	Seconded by	Will to Stand?
M. Forster	R. Damianopoulos	J. McCafferty	Yes

Director Barill then called three times for further nominations. Nominations were then declared closed.

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Motion:

IB2022-11-21-01 - Close Nominations

"THAT the Durham Catholic District School Board close nominations for the position of Chair of the Board for the period November 21, 2022 to November 15, 2023".

Motion moved by J. McCafferty and motion seconded by R. De Souza.
CARRIED

Trustee Forster was acclaimed as Chair of the Board.

9.2. Destruction of Ballots

Motion:

IB2022-11-21-02 - Destruction of Ballots

"THAT the ballots cast for the election of the Chair of the Durham Catholic District School Board be destroyed."

Motion moved by J. McCafferty and motion seconded by R. De Souza.
CARRIED

9.3. Acceptance speech by Chair of the Board

Chair Forster extended thanks to her colleagues for their nomination. She noted that in the past thirty years, her desire to serve our Catholic community has only deepened. She welcomes the opportunity in her role as Chair, to continue to work in the best interests of students, families, and staff; to ensure their voices are heard.

10. Election for Vice Chair of the Board - Chair of the Board

10.1. Nominations

Chair Forster opened the floor for nominations for the position of Vice Chair of the Board for the period November 21, 2022 to November 15, 2023.

Nominee	Moved by	Seconded by	Willing to Stand?
R. Damianopoulos	J. McCafferty	R. Damianopoulos	Yes
M. Ste. Marie	R. De Souza	M. Ste. Marie	Yes

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

Motion:

IB2022-11-21-03 - Close Nominations

"THAT the Durham Catholic District School Board close nominations for the position of Vice Chair of the Board for the period November 21, 2022 to November 15, 2023".

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Motion moved by J. McCafferty and motion seconded by M. Ste. Marie.
CARRIED

10.2. Candidates' comments

Trustee Damianopoulos and Trustee Ste. Marie, nominated for the position of Vice Chair of the Board, gave their speeches.

10.3. Voting for Board Vice Chair

Returning Officers Grieve and Hammond, distributed a ballot to each Trustee. Following completion of ballots by each Trustee, the ballots were given to the Director, who read the following results:

Trustee	Voted For
K. Beatty	R. Damianopoulos
R. Damianopoulos	R. Damianopoulos
R. De Souza	M. Ste. Marie
J. Emanuel	M. Ste. Marie
M. Forster	R. Damianopoulos
M. Hall	M. Ste. Marie
J. McCafferty	R. Damianopoulos
M. Ste. Marie	M. Ste. Marie

R. Damianopoulos - 4 votes; M. Ste. Marie - 4 votes

With the votes divided equally between Trustee Damianopoulos and Trustee Ste. Marie, as per General Working By-Law Section 2.5(i), candidates would draw lots to fill the position. The Director invited Father Keith Callaghan to decide if the short or long straw would fill the position. He decided that the short straw would determine the position of Vice Chair. Trustee Ste. Marie drew the shorter straw and filled the position of Vice Chair of the Board.

10.4. Destruction of Ballots

Motion:

IB2022-11-21-04 - Destruction of Ballots

"THAT the ballots cast for the election of the Vice Chair of the Durham Catholic District School Board be destroyed."

Motion moved by J. McCafferty and motion seconded by R. De Souza.
CARRIED

10.5. Acceptance speech by Vice Chair of the Board

Vice Chair Ste. Marie thanked fellow trustees for their support. He said he looks forward to working with the new and returning trustees in the years ahead and strengthen relationships with families, community groups, employee groups and local and provincial elected officials.

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11. Approval of Business Section of the Agenda

Motion:

IB2022-11-21-05 - Approval of Business Section of the Agenda

"THAT the Durham Catholic District School Board approve the business section of the Inaugural Board Meeting agenda."

Motion moved by J. McCafferty and motion seconded by J. Emanuel. CARRIED

12. Business

12.1. Approval of Signing Officers of the Board

Motion:

IB2022-11-21-06 - Approval of Signing Officers of the Board

"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 Senior Business Official (Superintendent of Business, Finance and Facilities Services)."

Motion moved by R. Damianopoulos and motion seconded by R. De Souza. CARRIED

12.2. Re-Appointment of External Auditor

Motion:

IB2022-11-21-07 - Re-Appointment of External Auditor

"THAT the Durham Catholic District School Board re-appoint Baker Tilly KDN LLP as external auditors for the period of November 15, 2022 to November 30, 2023."

Motion moved by R. Damianopoulos and motion seconded by J. McCafferty. CARRIED

12.3. Official Results 2022 Municipal Elections

Report received for information.

13. Information and Announcements

Agenda items 13.1 to 13.5 were provided for information

13.1. General Working By-Law - Article 2 Sections 2.1 - 2.7

13.2. Commissioning of Catholic Trustees

13.3. Declaration and Oath

13.4. Confidentiality Agreement

13.5. Board Chairs 1969 - 2022

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14. Adjournment

Motion:

IB2022-11-21-08 - Adjournment

"THAT the Durham Catholic District School Board adjourn the Inaugural Board Meeting of Monday, November 21, 2022.

Motion moved by K. Beatty and motion seconded by R. Damianopoulos.

CARRIED

15. Closing Prayer

Chair Forster offered the closing prayer.

Meeting adjourned at 8:20 p.m.

Monique Forster, Chair of the Board
Durham Catholic District School Board

Tracy Barill, Director of Education
Durham Catholic District School Board

Recording Secretary: L. Beckstead



Special Board Meeting – Open Session Minutes

Durham Catholic District School Board – North Boardroom
December 12, 2022, at 7:00 PM EST

Trustees Present

M. Forster (Chair), M. Ste. Marie (Vice Chair)

Trustees K. Beatty, R. Damianopoulos*, R. De Souza*, J. Emanuel*, M. Hall*, J. McCafferty*

Student Trustees Present

Student Trustee Nwaoha*, Student Trustee Esan (Regrets)

Director of Education Present

T. Barill

Senior Administration Present

K. Akomolafe*, S. Grieve*, M. Hammond*, S. Lee-Fernandes*, M. O'Neill*, R. Rodriguez, P. Sorhaitz*, D. Stargratt*, K. Stevenson, G. Winn

** Attended virtually*

1. Opening

Chair Forster opened the meeting at 7:03 p.m.

1.1. Memorials and Prayer

Student Trustee Nwaoha offered the opening prayer keeping in mind all special intentions.

1.2. Land Acknowledgement

Chair Forster acknowledged Traditional Lands and Territory.

1.3. Canadian Anthem

Virtual performance by St. Joseph Catholic School, Oshawa.

1.4. Roll Call and Apologies

All Trustees were present. Trustees Damianopoulos, De Souza, Emanuel, Hall and McCafferty attended electronically.

1.5. Call to Order

Chair Forster called the meeting to order.

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Monday, December 12, 2022

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1.6. Approval of the Agenda

Motion:

SB2022-12-12-01 - Approval of Agenda

"THAT the Durham Catholic District School Board approve the agenda of the Monday, December 12, 2022 Special Board Meeting as presented."

Motion moved by R. Damianopoulos and motion seconded by K. Beatty.
CARRIED

1.7. Declarations of Interest

None.

2. Items for Decision

2.1. Motion to Move In Camera

Motion:

SB2022-12-12-02 - Motion to Move In Camera

"THAT the Durham Catholic District School Board meeting move into In Camera session."

Motion moved by J. McCafferty and motion seconded by R. Damianopoulos. CARRIED

The meeting resumed at 7:26 p.m.

Vice Chair Ste. Marie read the following motion from the In Camera session (item 2.1):

Tentative Agreement - CUPE and the Council of Trustees Association/Crown

"THAT the Durham Catholic District School Board ratify the central terms contained with the Memorandum of Settlement and attached Appendix, dated November 20, 2022 made between the Canadian Union of Public Employees (CUPE) and the Council of Trustees Associations comprised of l'Association des conseils scolaires des écoles publiques de l'Ontario (ACÉPO), l'Association franco-ontarienne des conseils scolaires catholiques (AFOCSC), the Ontario Catholic School Trustees' Association (OCSTA) and the Ontario Public School Boards' Association (OPSBA) and Agreed to by the Crown. Further that the approval of the ratification of the central terms be reported to OCSTA."

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Motion:

SB2022-12-12-03 - Motions Deemed Read

"THAT the Durham Catholic District School Board approve the Motions as deemed read from the In Camera session of the December 12, 2022 Special Board Meeting."

Motion moved by R. Damianopoulos and motion seconded by J. McCafferty. CARRIED

Vice Chair Ste. Marie read the following statement:

Trustee Hall disclosed a conflict of interest in item 2.1 of the In Camera report for December 12, 2022 and did not take part in the consideration or discussion of, or vote on any question relating to this item. Trustee Hall recused herself and left the In Camera meeting when the item was being discussed.

3. Closing

3.1. Trustee Questions

None.

3.2. Motion to Adjourn

Motion:

SB2022-12-12-04 - Adjournment

"THAT the Durham Catholic District School Board adjourn the Open session of the December 12, 2022 Special Board Meeting."

Motion moved by J. McCafferty and motion seconded by R. Damianopoulos. CARRIED

3.3. Closing Prayer

Chair Forster offered the closing prayer.

The meeting adjourned at 7:30 p.m.

Monique Forster, Chair of the Board
Durham Catholic District School Board

Tracy Barill, Director of Education
Durham Catholic District School Board

Recording Secretary: Liz Becktead

Notice of Motion – Trustee Representation at Advisory Committees

MOTION

Whereas, the priorities outlined in the Board's new strategic plan, Inspire 2026 place a renewed focus on listening to the voices of our diverse communities to cultivate a learning environment that supports human rights, anti-racism and inclusion, and

Whereas, the Board currently has three advisory groups representing equity deserving populations, (Indigenous, Black, and 2SLGBTQ+),

Be it resolved that staff initiate dialogue with the committees to explore opportunities for Trustee representation and/or participation, to build a better understanding at the Board table of the needs of students who self-identify.

Be it resolved that staff report back to the Board of Trustees regarding the outcomes of these dialogues.

Submitted by: Marisa Hall, December 13, 2022



Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: December 19, 2022

Subject: **Annual Chief Financial Officer Overview**

Purpose

The purpose of this report is to update the Board of Trustees on the current financial position of the board and to provide an overview of the 2022/2023 Revised Estimates report.

Background

The Board has utilized its operating accumulated surplus (also known as reserves) to address pandemic related costs and has ended the 2021/2022 fiscal year with no remaining operating reserves. This was not only supported by the Ministry of Education but encouraged.

Looking ahead, the board needs to restore its reserves to provide the financial capacity to manage any future unforeseen situations. To this end, the 2022/2023 Revised Estimates report includes a provision to accumulated surplus of \$266,064.

Staff will provide an overview of the year end results and highlights of the 2022/2023 Revised Estimates report at the December 19, 2022 Board meeting.

TB/eb



Financial Overview

Presented to: Board of Trustees
December 19, 2022



Agenda



- Balanced Budget and Operating Accumulated Surplus
- Funding Envelopes and Deferred Revenue
- Revised Estimates – Highlights
- Enrolment
- Moving Forward



Balanced Budget

- School Boards are required to have balanced budgets, where total spending is less than or equal to revenue.
- An in-year deficit may be permissible under certain circumstances if there were prior year surpluses (called accumulated surplus) to draw upon.
- Limited to the lessor of:
 - 1) the balance of accumulated surplus
 - 2) 1% of the school board's operating revenue

Ministry allowed the use of up to 2% per year during the pandemic, providing additional funding to boards with less than 2% available.





Operating Accumulated Surplus (also known as Operating Reserve)

Balance over the past five years:

Accumulated Surplus - Operating, Balance End of Year	
2018	\$1,630,323
2019	\$3,039,824
2020	\$3,244,780
2021	\$1,566,771
2022	\$NIL

Operating accumulated surpluses have been utilized over the past two years to support pandemic related costs.





Operating Accumulated Surplus – Revised Estimates

2022/2023 Revised Estimates

Increased enrolment has provided the opportunity to begin replenishment of the operating accumulated surplus.

Operating Accumulated Surplus	
Balance, August 31, 2022	\$NIL
Provision to Accumulated Surplus 22/23	<u>266,064</u>
Forecasted Balance, August 31, 2023	\$266,064

Target is 2% of operating revenue





Funding Envelopes and Deferred Revenue

- In addition to accumulated surplus, boards have certain envelopes of funding that can be carried forward to the following year(s).
- Certain components of a school board's operating allocation have restrictions on how funds can be used.
- Funds are enveloped for a specific purpose and unspent funding in a fiscal year is carried forward as deferred revenue to be utilized in the following year for the intended purpose.
- These funds cannot flow to accumulated surplus.






Funding Envelopes, Continued

Envelopes include:

- Special Education
- Indigenous Education
- Learning Opportunities (Targeted Student Supports, Experiential Learning)
- Mental Health (Mental Health Workers in Schools, Supporting Student Mental Health)
- Capital (School Renewal, School Condition Improvement, Temporary Accommodation)





Deferred Revenue Balances brought forward to 2022/2023

Deferred Operating Revenue (Enveloped Funding)

- Special Education Supports - \$958K
- Indigenous Education - \$915K
- Experiential Learning - \$125K

Deferred Capital Revenue

- School Renewal - \$3.5M
- School Condition Improvement Allocation - \$7.6M
- Temporary Accommodation - \$317K





Deferred Revenue - Other

In addition to Enveloped Funding through the Grants for Student Needs (GSN), there are other deferred revenues brought forward to 22/23:

Operating:

- Other Ministry Grants - \$1.4M
- Other (Tuition fees, etc) - \$500K

Capital:

- Other Ministry Grants - \$250K
- Education Development Charges (EDC) - \$7.8M
- Proceeds of Disposition (POD) - \$2.4M





Revised Estimates

- 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 2022/2023 Estimates.
- Revenue and expenses are adjusted to reflect enrolment changes, funding announcements and updated operational needs.
- Revised estimates of revenue and expenditures have been prepared using actual enrolment as at October 31, 2022 and revised projections for March 31, 2023.





Revised Estimates - Highlights

- Balanced Budget
 - \$273.8M Operating Budget
 - \$77.6M Capital Budget
- Revenue includes:
 - Additional Ministry Priorities and Partnership Funding (PPF)
 - Deferrals from 2021/2022
- Expenses have been adjusted to reflect staffing adjustments based on increased enrolment, new PPF initiatives and any other changes to meet operational needs
- Increase in staffing – 42.34 FTE
- Provision to Operating Accumulated Surplus - \$266K





Enrolment

Enrolment drives ministry funding through the Grants for Student Needs

- Increase of 352 students from Estimates to Revised Estimates

Panel	Revised Estimates	Estimates	Difference
Elementary	15,225	14,929	296
Secondary	6,599	6,543	56
Total	21,824	21,472	352

Modest growth projected in the next 3 years



2022/2023 Anticipated Operating Revenue	Revised Estimates	Estimates
Ministry – Grants for Student Needs (GSN)	\$258,135,456	\$258,879,746
Ministry – Priorities and Partnerships Funding (PPF)	4,925,990	2,246,825
Secondment Revenue	1,171,981	1,074,814
Government of Canada	721,599	721,599
Other Provincial Agencies	1,049,208	884,614
Community Use of Schools	750,000	750,000
Continuing Education Fees	200,000	200,000
International Students	816,675	600,000
Child Care and Partnerships	926,500	850,000
Incentive Revenue	115,322	115,322
School Generated Funds	5,000,000	5,000,000
Provision from Operating Accumulated Surplus	NIL	NIL
Total	\$273,812,731	\$271,322,920





Moving Forward – 2023/2024 Estimates

Considerations:

- Enrolment
- Grants for Student Needs (GSN) - Uncertainty
- Transportation (contract ends in 2023) and new funding formula to be introduced for 23/24
- Inflation
- Current labour negotiations
- Accumulated surplus – continue to replenish post COVID
- New Multi-Year Strategic Plan





2023/2024 Estimates - Timelines

- Finance Committee meetings:
 - February 6, 2023
 - April 17, 2023
 - May 15, 2023
 - June 12, 2023
- Senior Administration meetings/discussions (January – June)
- Grants for Student Needs (February/March)
- System Staffing Processes (March to June)
- Budget Consultation and Deliberation (March to June)





Questions?





Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: December 19, 2022

Subject: **Brooklin Regular (English) Track Study – Presentation**

Origin: Scott Grieve, Superintendent of Business, Finance and Facilities Services
Mike O'Neill, Superintendent, Whitby Family of Schools

Purpose

The purpose of this report is to review with the Board of Trustees the recommendations being made regarding boundary changes to the Brooklin Regular (English) Track program.

SG/MON/eb



Brooklin Regular (English) Track Study

Trustee Presentation

December 19, 2022



Rooted in Faith
Excellence | Equity | Engagement



Agenda

1. Welcome
2. Communication, Boundary Process, Committee Mandate & Members, Trustee Mandate
3. Background Information (Development, Projections, Staffing, Transportation)
4. Staffing & Transportation
5. Review public input
6. Recommended Option
7. Implementation
8. Closing Q&A





- Welcome & Opening Remarks
- Introduction of presenters
 - Superintendent O'Neil - Whitby Family of Schools
 - Superintendent Grieve - Business, Finance, Facilities Services
 - Jody Dale - Planning Officer
 - Lewis Morgulis – Planning Consultant





Communication Protocol

- Phone line, email and online feedback form will be checked on a daily basis
- Regular updates will be made to the website

Dedicated phone line:
(905) 576-6150 Ext. 42252

Website:
www.dcdsb.ca/boundaryreviews

Email address:
planning@dcdsb.ca

**Online Feedback Form:
QR Code**





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 communicate the approved boundaries to all affected parents and guardians of students living within the school boundaries and communicate all changes to attendance





- The September 26, 2022 Board report included committee meetings and public meetings that will be used to review the data and receive input on the recommended option.

Rationale:

- French Immersion in Brooklin was consolidated at St. Leo in 2020
 - Regular (English) Track enrolment is imbalanced in Brooklin for future growth
- Board of Trustees meeting of December 19, 2022 – Delegation opportunity and Trustee review and approval of final boundary





Committee Members

1. Mike O'Neil, Superintendent of Education (Chair)
2. Scott Grieve, Superintendent of Facilities Services
3. Daniel Carlin, Manager of Planning, Admissions and Capital.
4. Jackie McVeigh, Manager of Human Resources
5. Kelly Mechoulan, Manager of Durham Student Transportation Services
6. Angela Rancourt, Principal St. Leo Catholic School
7. Cathy Faria, Principal St. John Paul II Catholic School
10. James Tremblay, Principal St. Bridget Catholic School
11. Amanda Roffey, Communications Manager
12. Luetasha Watkins, Manager Early Learning and Childcare
13. School Council Chairs
14. OECTA
15. CUPE (Representatives for each school)
16. YMCA





Committee Mandate

The Board of Trustees approved the following on September 26, 2022:

“THAT the Durham Catholic District School Board approve ‘In Principle’ the proposed boundary revisions to the Brooklin Regular Track Program, which would be effective September 1, 2023. Upon approval, staff will initiate consultations with the stakeholders and Brooklin community.”





Committee Mandate

The task of the Committee is to:

- Review all available data and previous Regular Track reports
- Review all of the potential solutions to address the Regular Track programs at St. Leo CS, St. John Paul II CS and St. Bridget CS
- Recommend a preferred option to the Board of Trustees for the RT programs in Brooklin.
- Recommend a method to implement the preferred option.





Trustee Mandate

The decision regarding the final option to ensure long-term sustainability of Regular Track English programming in Brooklin and the method that will be used to implement it rests with the Board of Trustees.





Alignment to The Boards Strategic Plan: Discovery 2023: Renewing the Vision

Excellence: Learning about and using current, research-based best practices.

Equity: Providing access to a broad range of programs, pathways and vocations

Engagement: Ensuring transparent decision making processes.

Managing Resources:

To ensure allocation of resources that reflects the principles of equity and financial stewardship.





School Information





School Information



St. John Paul II Catholic School

- The school was constructed in 2013
- St. John Paul II CS is located on the east side of Brooklin
- A French Immersion (FI) program was located in the school when it opened in 2013 and transitioned to St. Leo in 2021
- An Early ON centre serving parents and pre-school children was added to the school in 2017.
- The capacity of the school is 458 pupils.
- In the school's first year there were 294 total students in both the Regular Track and French Immersion program
- St. John Paul II CS reached a peak enrolment of 389 total students in 2018.





School Information

St. Leo Catholic School

- St. Leo Catholic School was constructed in 1998 as a replacement to the original building, and had an 8 classroom addition in 2004.
- The addition was converted into a child care centre in 2018 and serves both a preschool and school aged population.
- St. Leo CS is located in the central area of Brooklin
- Consolidated the Brooklin French Immersion program at St. Leo in 2020
- The capacity of the school is 266 pupils
- St. Leo CS reached a peak enrolment of 616 total students in 2012.





School Information



St. Bridget Catholic School

- St. Bridget Catholic School was constructed in 2004 with a 6 classroom addition in 2013.
- St. Bridget CS is located in the west end of Brooklin.
- The capacity of the school is 513 pupils.
- St. Bridget CS opened with a total of 279 students in 2004.
- St. Bridget CS reached a peak enrolment of 556 total students in 2012





Community Consultation Information





Meeting Process

Meeting Type	Date/Time	Location	Attendees	Purpose of Meeting	# of Questions/Comments
Board	Sept 26, 2022, 7pm	Board office	N/A	Direction to establish Brooklin RT study committee	N/A
RT Committee	Oct 19, 2022 1-3pm	Virtual	11	Intro the committee to the process and mandate	N/A
Public In-person	Nov 8, 2022 7-9pm	St. Leo	16	Public meeting to present information and recommendation	X
Public Virtual	Nov 9, 2022 7-9pm	Virtual	4	Public meeting to present information and recommendation	3

Note: Comments and questions were gathered at the public meetings and through phone/email. Some comments that were not appropriate or relevant to the study were not included in the count.





Meeting Process

Meeting Type	Date/Time	Location	Attendees	Purpose of Meeting	# of Questions/ Comments
Public In-Person	Nov 15, 2022, 7- 9pm	St. John Paul II	8	Public meeting to present information and recommendation	X
RT Committee	Nov 16, 2022 1-3pm	Virtual	11	Review public meetings and Q&A to finalize recommendation	N/A
Board Meeting	Dec 19, 2022, 7pm	Board office	n/a	Review recommendation and make final decision	N/A

Note: Comments and questions were gathered at the public meetings and through phone/email. Some comments that were not appropriate or relevant to the study were not included in the count.





Brooklin Future Development



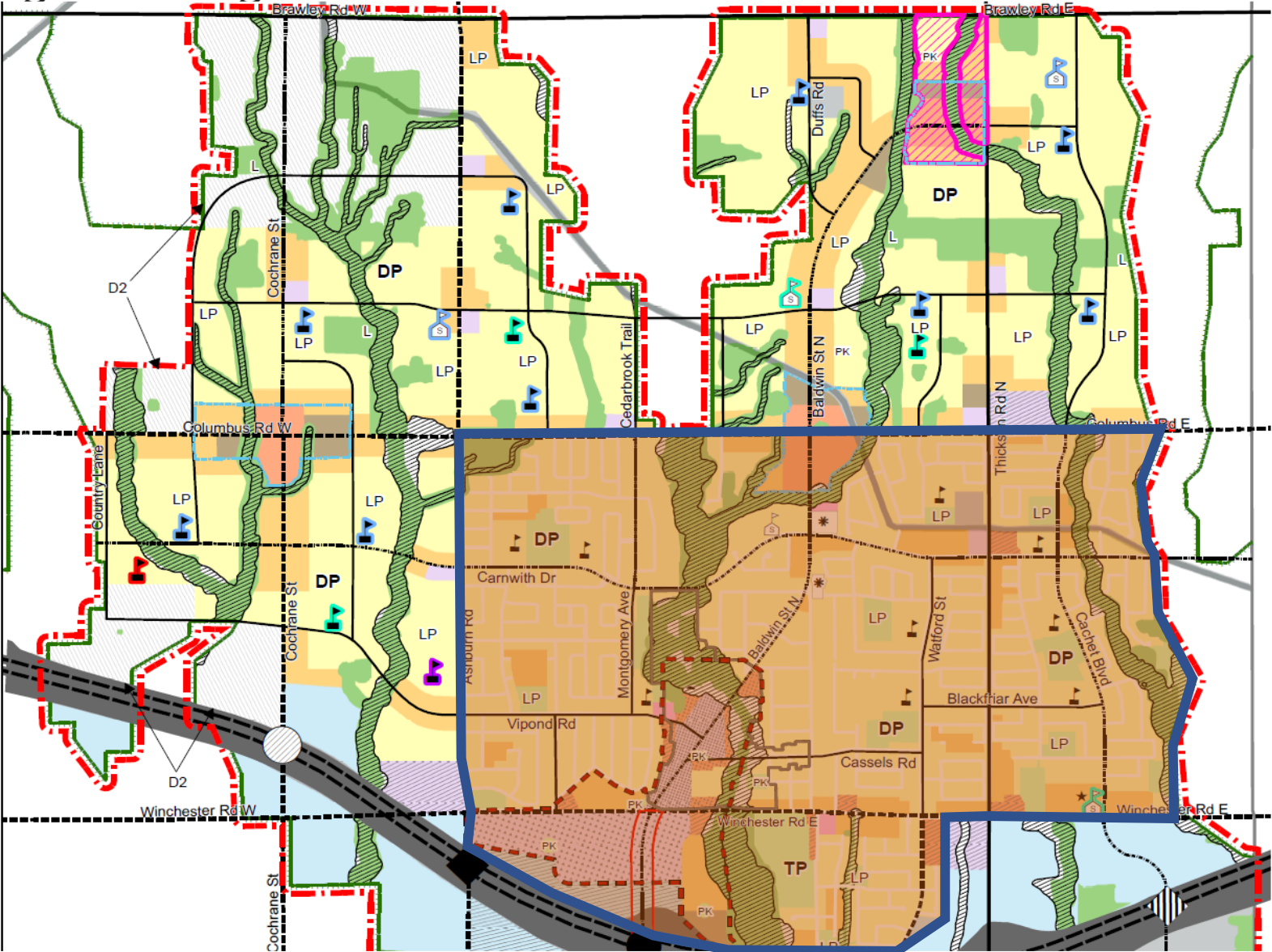


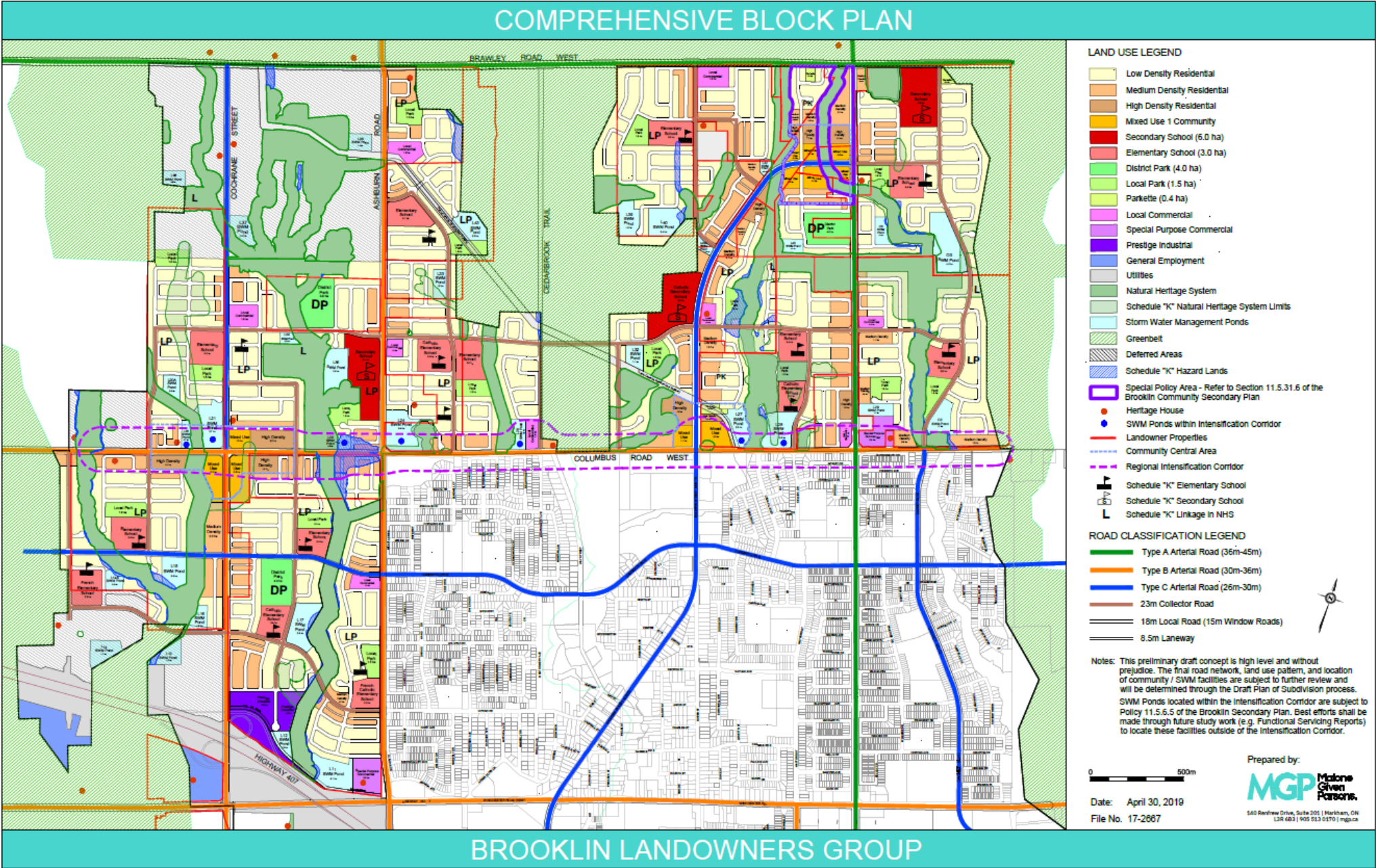
Growth and Development Policies

Growth of the Brooklin Urban Area is governed by several policies established at a provincial level and then distilled down to local planning

- Provincial Policy Statement 2020;
- Bill 108 More Homes More Choices Act;
- The Growth Plan for the Greater Golden Horseshoe (2018) (the “Growth Plan”);
- The Durham Regional Official Plan and ROPA 128;
- Growing Durham: Recommended Growth Scenario and Policy Directions (2008) (“Growing Durham”);
- The Town of Whitby Official Plan and OPA 90
- Brooklin Secondary Plan









Background Data and Status quo option

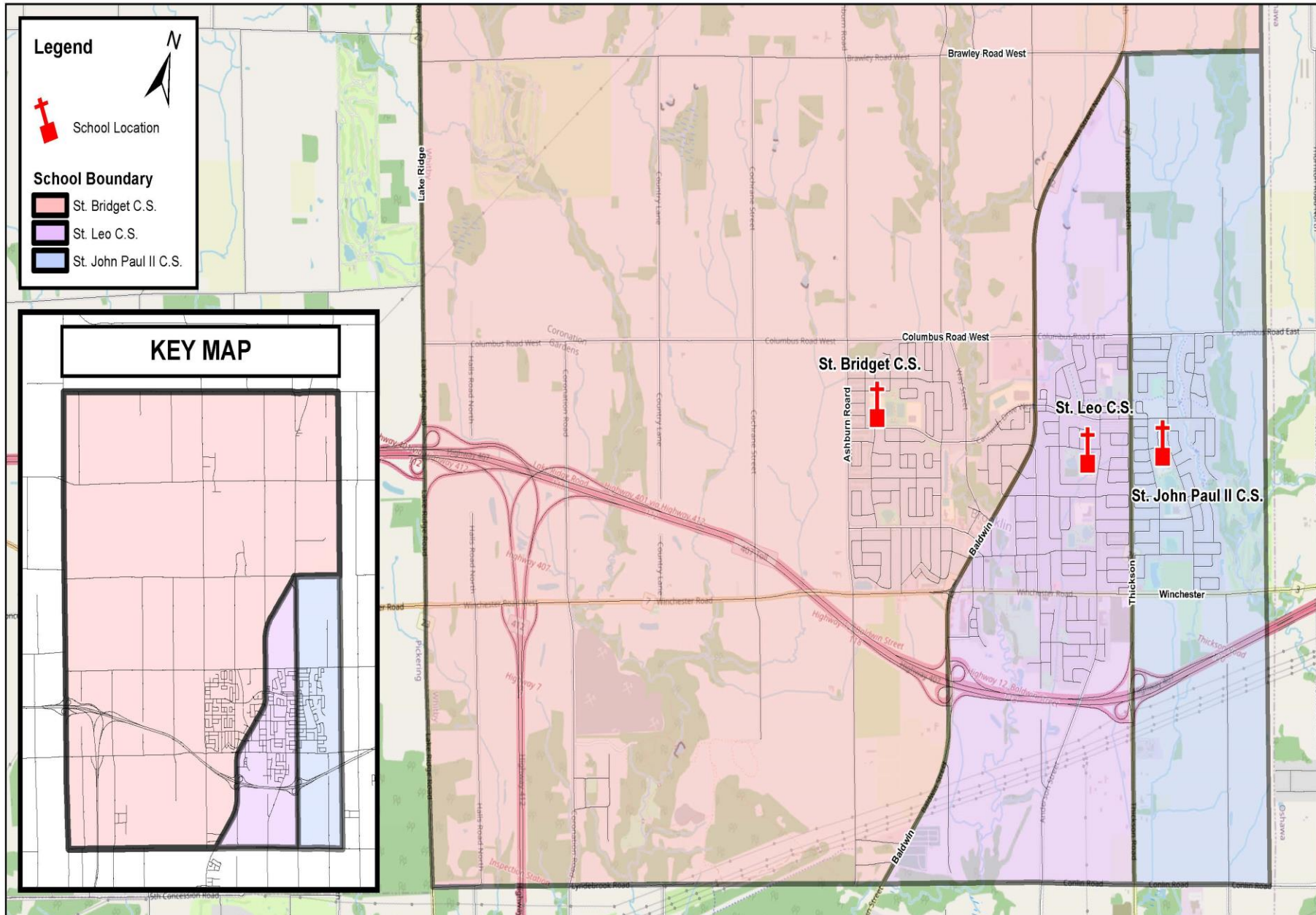


DCDSB - Brooklin Community - Catholic Elementary Schools
Current School Location and Regular Track (English) Boundary Map

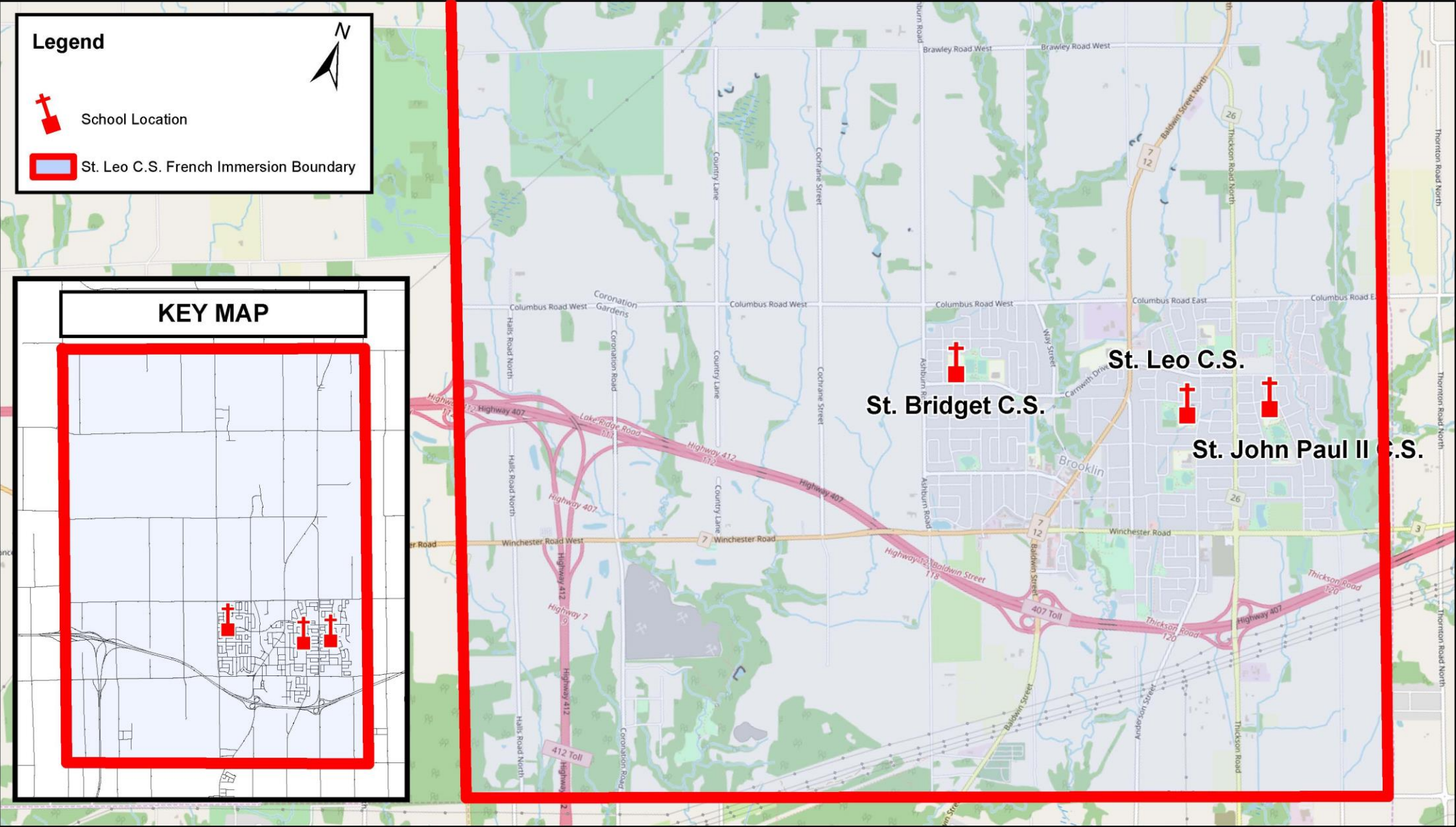
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Status - Quo Option:

St. Leo CS to remain as a dual-track English and French Immersion school with several portables on site over the next 10 years.
St. John Paul II CS to remain below or just above 50% capacity over the next 10 years
St. Bridget CS to steadily increase in capacity requiring a significant number of portables after 2028



DCDSB –Village of Brooklin Catholic Elementary Schools
Current School Location and St. Leo C.S. French Immersion Boundary Map





**St. Leo CS Historical RT Enrolment
(Grades 1 to 8)**

Year	JK	SK	Gr1	Gr2	Gr3	Gr4	Gr5	Gr6	Gr7	Gr8	Total
2012			29	29	28	35	42	56	53	44	316
2013			16	28	31	17	17	36	32	40	217
2014			11	16	15	21	16	21	34	34	168
2015			7	15	16	17	20	14	19	35	143
2016			11	8	16	16	17	19	12	20	119
2017			7	11	10	17	18	18	20	12	113
2018			6	8	11	12	17	18	18	18	108
2019			8	5	11	8	12	15	15	16	90
2020			8	9	6	15	10	12	17	16	93
2021			13	10	15	6	16	11	9	17	97

St. Bridget CS Historical RT Enrolment

Year	JK	SK	Gr1	Gr2	Gr3	Gr4	Gr5	Gr6	Gr7	Gr8	Total
2012	50	52	56	65	74	63	56	51	48	41	556
2013	59	47	47	49	54	66	60	49	47	48	526
2014	40	56	42	47	47	56	65	57	52	45	507
2015	35	43	52	39	49	45	56	66	57	53	495
2016	26	34	42	53	42	46	47	54	68	57	469
2017	32	27	36	41	53	42	46	48	48	66	439
2018	37	34	29	35	42	51	41	46	47	46	408
2019	28	37	35	29	37	43	49	43	42	50	393
2020	23	35	41	33	31	36	43	47	39	42	370
2021	31	29	38	44	32	30	38	41	48	38	369

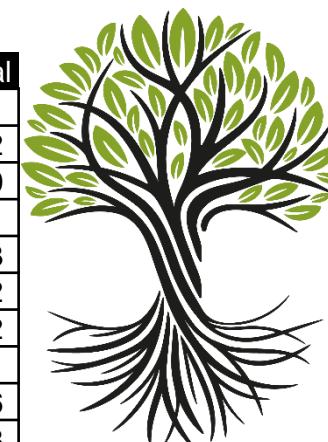
HISTORICAL REGULAR TRACK DATA

**St. Leo CS Historical FI Enrolment
(Grades 1 to 8) with JK/SK**

Year	JK	SK	Gr1	Gr2	Gr3	Gr4	Gr5	Gr6	Gr7	Gr8	Total
2012	48	63	45	41	31	24	30	18	0	0	300
2013	16	25	19	14	11	17	18	27	19	0	166
2014	19	18	24	20	27	22	17	0	0	0	147
2015	15	22	19	22	14	27	22	17	0	0	158
2016	8	17	11	15	20	11	24	22	10	0	138
2017	16	9	13	14	12	21	11	22	21	8	147
2018	13	17	9	11	14	11	20	11	17	19	142
2019	15	16	11	9	9	12	12	20	9	18	131
2020	22	17	15	14	7	9	10	11	20	11	136
2021	37	33	18	24	20	16	18	29	9	15	219

St. John Paul II CS Historical RT Enrolment

Year	JK	SK	Gr1	Gr2	Gr3	Gr4	Gr5	Gr6	Gr7	Gr8	Total
2012	0	0	0	0	0	0	0	0	0	0	0
2013	34	31	20	22	17	20	23	14	24	17	222
2014	38	45	19	20	28	22	23	25	15	25	260
2015	35	44	18	22	20	27	22	21	25	17	251
2016	30	36	23	17	23	20	27	22	20	25	243
2017	28	33	18	25	19	23	19	28	21	18	232
2018	29	26	15	22	29	20	25	18	27	21	232
2019	20	30	15	17	23	29	19	25	16	27	221
2020	22	17	20	14	23	22	28	18	26	16	206
2021	16	20	19	23	20	29	27	31	18	25	228





DURHAM CATHOLIC DISTRICT SCHOOL BOARD

Learning and Living in Faith

St. Leo CS Projected RT Enrolment (Grades 1 to 8)

Year	JK	SK	Gr1	Gr2	Gr3	Gr4	Gr5	Gr6	Gr7	Gr8	Total
2022			8	14	10	16	7	14	11	8	88
2023			10	9	15	11	18	7	16	12	99
2024			7	10	10	17	12	18	8	18	101
2025			7	8	12	12	18	13	21	9	100
2026			8	9	9	14	13	19	15	24	111
2027			10	10	11	11	16	14	23	18	112
2028			11	11	12	12	13	17	17	26	118
2029			12	12	13	13	14	14	19	19	117
2030			14	14	14	15	15	15	17	23	127
2031			16	16	17	17	18	18	19	20	140

St. Bridget CS Projected RT Enrolment

Year	JK	SK	Gr1	Gr2	Gr3	Gr4	Gr5	Gr6	Gr7	Gr8	Total
2022	29	29	28	38	44	32	30	38	37	48	353
2023	30	30	29	29	39	45	33	31	35	38	340
2024	33	33	31	31	31	42	48	36	31	38	354
2025	37	37	36	36	36	36	46	50	35	33	384
2026	44	44	43	43	43	43	43	53	53	42	451
2027	52	52	50	50	50	50	50	50	57	61	525
2028	60	60	59	59	59	59	59	59	56	65	594
2029	70	70	69	69	69	69	69	69	66	66	683
2030	80	80	78	78	78	78	78	78	76	78	783
2031	89	89	88	88	88	88	88	88	85	87	876

PROJECTED REGULAR TRACK DATA – STATUS QUO

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St. Leo CS Projected FI Enrolment (Grades 1 to 8) with JK/SK

Year	JK	SK	Gr1	Gr2	Gr3	Gr4	Gr5	Gr6	Gr7	Gr8	Total
2022	25	37	35	17	22	19	15	17	26	9	222
2023	25	26	34	33	15	21	18	15	16	25	228
2024	25	25	26	32	30	15	20	17	14	16	219
2025	25	25	25	24	29	29	14	19	16	14	221
2026	26	26	25	24	22	28	27	13	18	16	226
2027	28	28	26	24	21	21	27	26	13	17	230
2028	29	29	26	24	21	20	20	25	25	12	232
2029	30	30	26	25	22	20	20	19	24	24	240
2030	32	32	26	25	22	21	20	19	18	24	237
2031	34	34	26	25	22	21	20	19	18	18	236

St. John Paul II CS Projected RT Enrolment

Year	JK	SK	Gr1	Gr2	Gr3	Gr4	Gr5	Gr6	Gr7	Gr8	Total
2022	18	17	10	21	24	20	29	27	31	18	215
2023	19	18	9	11	22	24	20	29	27	31	209
2024	20	20	10	10	12	23	25	21	30	28	199
2025	21	21	11	12	12	13	24	26	22	31	192
2026	22	21	13	14	14	13	15	25	28	23	189
2027	24	24	14	16	16	16	15	17	27	30	200
2028	27	27	17	17	19	19	18	17	19	29	210
2029	30	30	20	21	21	21	21	21	20	22	226
2030	32	32	23	23	24	23	24	24	23	23	252
2031	35	35	25	26	27	27	26	26	27	26	279

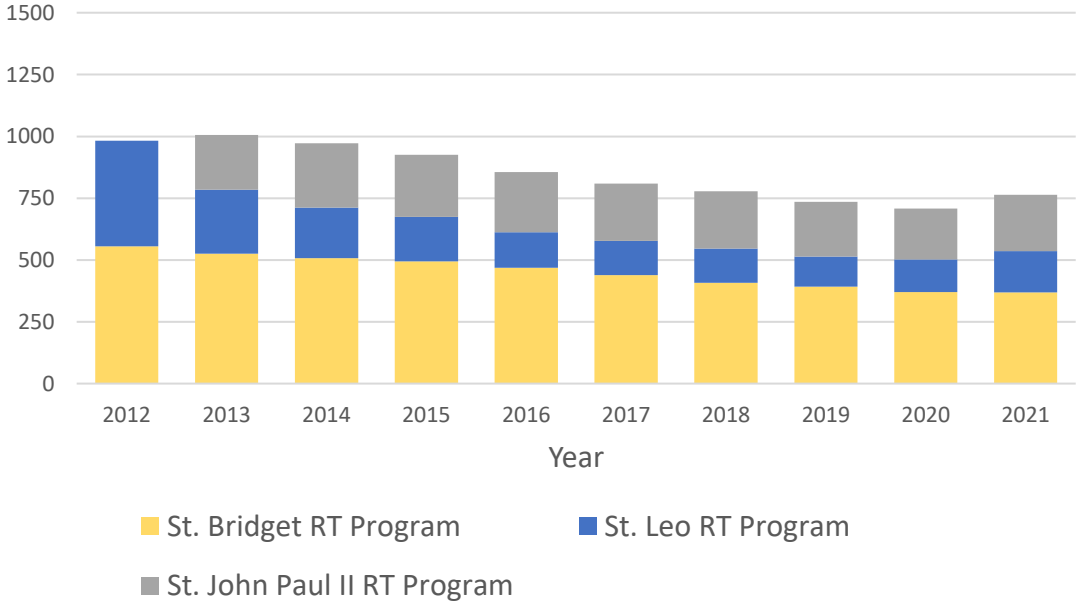


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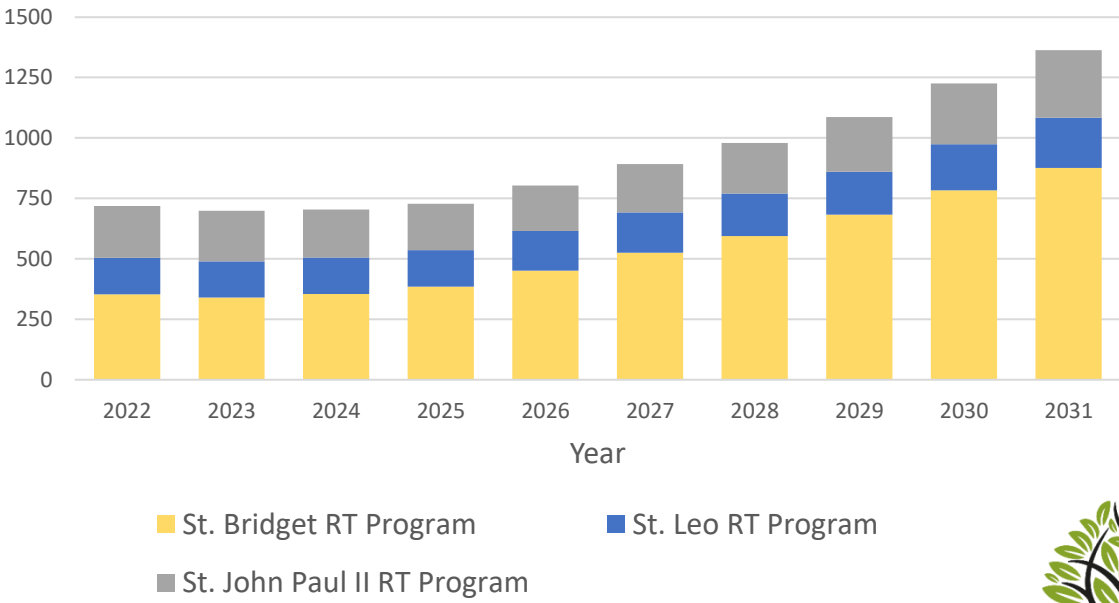


HISTORICAL AND PROJECTED REGULAR TRACK DATA – STATUS QUO

Historical Regular Track (English) Enrolment
St. Leo CS, St. John Paul II CS and St. Bridget CS



Projected Regular Track (English) Enrolment
St. Leo CS, St. John Paul II CS and St. Bridget CS



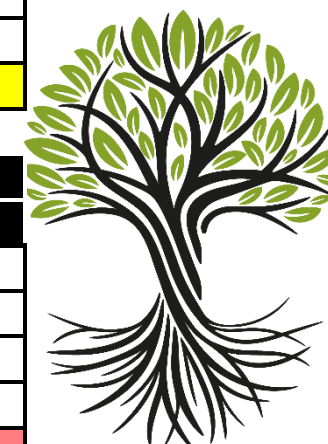


PROJECTED ENROLMENT DATA – STATUS QUO

	ACTUAL		PROJECTED									
St. Leo	Oct-21	May-22	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Regular Track (Grades 1-8)	97	95	88	99	101	100	111	112	118	117	127	140
Kindergarten	70	64	62	50	50	51	53	55	58	60	63	68
French Immersion	147	144	160	178	169	170	173	175	175	180	174	168
Total	314	303	311	327	320	321	337	342	351	357	364	376
Capacity	266	266	266	266	266	266	266	266	266	266	266	266
Utilization	118%	114%	117%	123%	120%	121%	127%	129%	132%	134%	137%	142%

	ACTUAL		PROJECTED									
St. John Paul II	Oct-21	May-22	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Regular Track	228	223	215	209	199	192	189	200	210	226	252	279
French Immersion	38	38	23	0	0	0	0	0	0	0	0	0
Total	266	261	238	209	199	192	189	200	210	226	252	279
Capacity	458	458	458	458	458	458	458	458	458	458	458	458
Utilization	58%	57%	52%	46%	44%	42%	41%	44%	46%	49%	55%	61%

	ACTUAL		PROJECTED									
St. Bridget	Oct-21	May-22	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Regular Track	369	364	353	340	354	384	451	525	594	683	783	876
French Immersion	0	0	0	0	0	0	0	0	0	0	0	0
Total	369	364	353	340	354	384	451	525	594	683	783	876
Capacity	513	513	513	513	513	513	513	513	513	513	513	513
Utilization	72%	71%	69%	66%	69%	75%	88%	102%	116%	133%	153%	171%





Staffing the Programs





Staffing

- When creating classroom organizations at any school, the board will carefully review the enrolment and implement non-split classes wherever possible;
- A student may be placed in a split class for 1 or 2 years, however it is highly unlikely a student will be in a split class for the entirety of grades 1 through 8;
- Classroom organizations are decided in close consultation between the board and the school Principal. School and student needs are reviewed when determining classroom structures;
- Higher enrolment numbers at a school can provide greater flexibility and options when determining classroom organizations;
- Limited number of Primary classes can be at 23 (10% system wide or approximately 20 a year);
- Overall average Junior/Intermediate class size must be no more than 24.5:1;
- If the Junior/Intermediate class size average is higher than 24.5:1 then additional classes may be formed.





Student Transportation

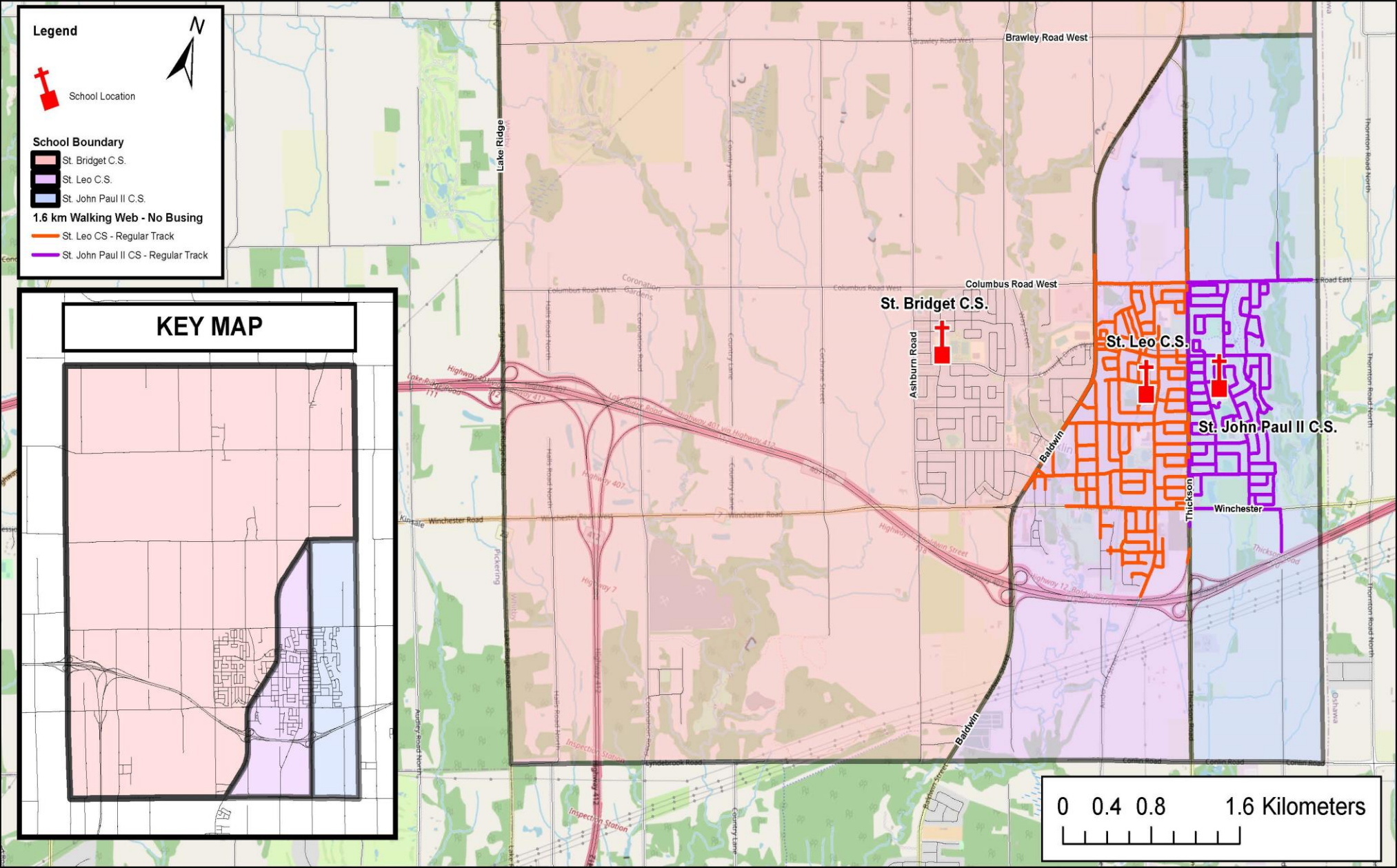




Student Transportation

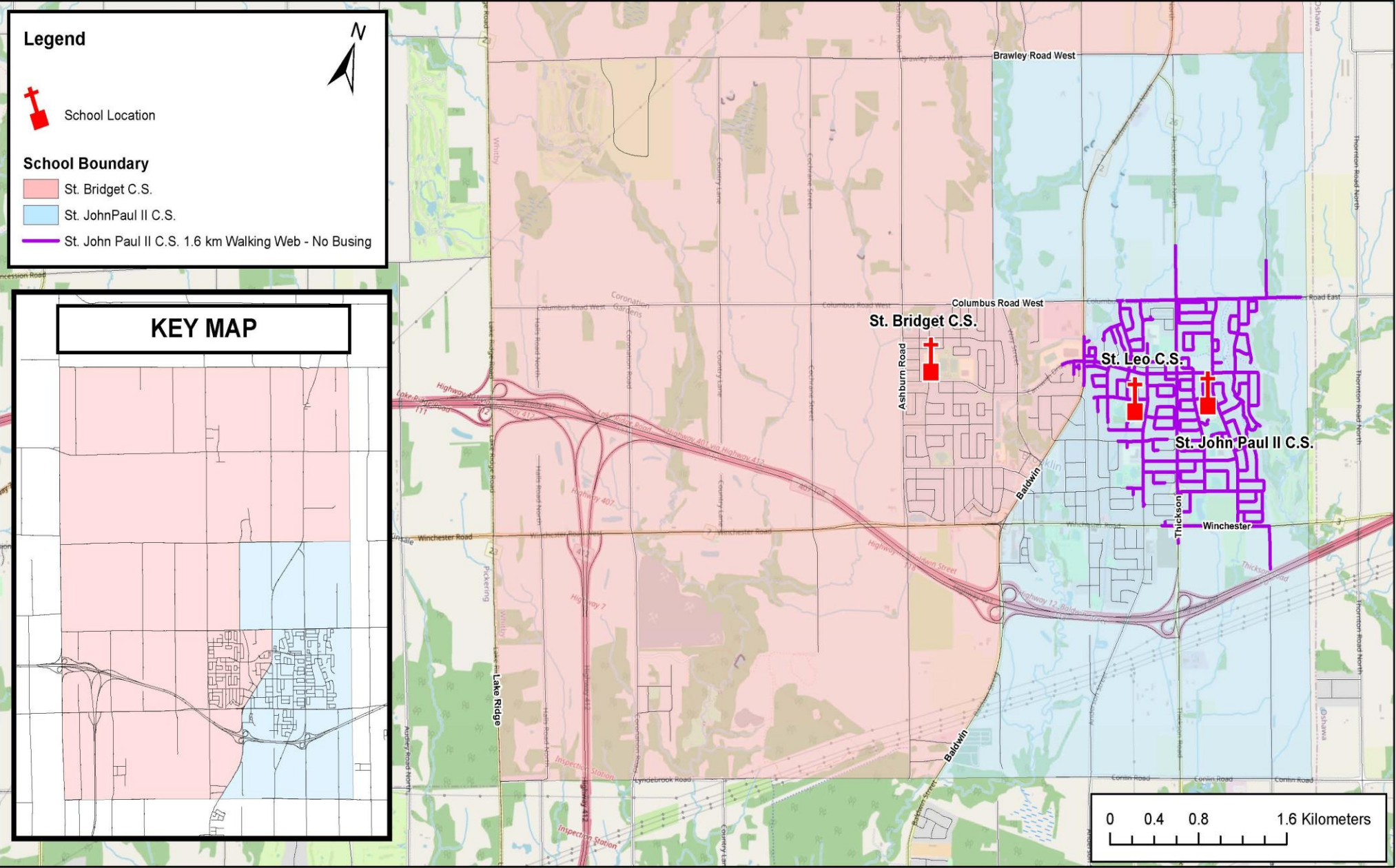
- Transportation is provided to students who reside over 1.6Km from the designated area school. Durham Student Transportation Services (DSTS) determines distance eligibility utilizing as Geographic Information System (GIS) and accessing walk paths to the designated area school.
- If a family chooses to attend an out of area school, transportation is not provided.
- Once a boundary change is approved, communications will be sent out to all currently registered families regarding transportation eligibility
- Currently Thickson Rd creates a no crossing scenario.
- The Region is in the final stages of a Brooklin Bypass Study, and Thickson Rd is no longer the preferred option.
- DCDSB and DSTS will work with local government to make requests related to a crossing guard, which if implemented would remove the need for busing across Thickson Rd unless over 1.6kms.





Walking
Web Map
1.6 km





Walking
Web Map
1.6 km





Review of Public Q&A





By way of synopsis the following is a general representation of the nature of questions or comments received, along with the response, none of which are unexpected and are typical in this type of process:

- Concerns around the disruptive nature of this type of change for students.
 - Any type of change is going to have some disruptions, and staff try to minimize those.
- Personal questions about how the change will impact them based on their address.
 - These are answered using the mapping.
- Busing as an option and the potential safety concerns of having to walk across Thickson road if there is a crossing guard added in the future.
 - A cross-guard has to be approved by the Town of Whitby. Durham Student transportation Services (DTST) works through this process and provides busing based on the DSTS policy.
- Questioning the validity of the projections and the timelines of the growth in Brooklin.
 - The projections are based on plans of subdivisions that have approved housing unit yields. These numbers are quite consistent and there can be variations in timelines for when the development is built, but the timelines don't change the yields.
- The potential of dividing siblings if one child is in French Immersion but the other child isn't.
 - French immersion is a choice that families have to make.
- The potential for families to choose to leave the system due to not having an English program in the French Immersion school to transition too if they are not succeeding in the FI program.
 - School staff support students in their success and invest resources to ensure the students complete their education, but the FI program does have a demission rate.





- Having enough students in either impacted school to offer viable programming.
 - We have other schools in the system with similar or smaller populations. This change is designed to position the Brooklin schools to balance the future growth and maintain viable long term student populations and capacity totals.
 - They also wanted to know the number of students that moved from St. John Paul II as part of the 2021 French immersion consolidation at St. Leo. Out of the 80 grade 1-5 French Immersion students at St. John Paul II in 2020, 24 chose not to move over to St. Leo CS in 2021 for the FI Program.
 - The table below reflects the current totals of English and French students at St. Leo. This was a chart that some of the parents asked to see for comparison.

ST. LEO ENROLMENT: AS OF NOVEMBER 10, 2022			
Grade Level	RT (English)	French Immersion	Total in Grade
JK	34		34
SK	33		33
1	10	24	34
2	18	17	35
3	10	21	31
4	15	19	34
5	8	12	20
6	16	15	31
7	11	16	27
8	8	8	16
Total (Includes the JK/SK)	163	199	295

- Childcare options.
 - Before and after programs are offered in Brooklin schools. The St. Leo full service childcare program is run by the YMCA.





Regular English Track Recommended Option



Rationale Recommended Option

Mandate – to optimize the Regular (English) track programs in Brooklin for future growth

- Enrolment projections – all three schools have minimal growth until it increases in 3-7 years.
- Program viability – small inefficient programming and multiple split classing
- A single track French immersion located at St. Leo Catholic School providing for a unique French learning environment and solidifying the presence of three viable Catholic Schools in Brooklin
- Public comments and questions – general synopsis in the report, and full list of questions/comments on the webpage
- Consolidation of programs aligns the stewardship of and equitable allocation of financial resources as outlined in the Strategic Plan under the Managing Resources pillar





Recommended Option

Therefore, the recommended option, as brought forward by the Committee and endorsed by Administrative Council is:

THAT the Durham Catholic District School Board approve the proposed boundary revisions to the Brooklin Regular (English) Track program.

THAT the change in boundary of the Brooklin Regular (English) Track boundary be implemented for September 2023.

THAT the current grade 6 and 7 Regular (English) students presently attending St. Leo Catholic School be allowed to graduate from St. Leo subject to sufficient interest and viable class sizes





Recommended Option

This option allows the capacity of each school to be balanced in the long-term and positions the board to be able to apply for new schools in Brooklin, as there isn't expected to be any more space in the three schools to accommodate the growth beyond 2031, when additional school(s) would be required.

St. Leo	ACTUAL		PROJECTED									
	Oct-21	May-22	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Regular Track (Grades 1-8)	97	95	89	28	16	0	0	0	0	0	0	0
Kindergarten	70	64	62	58	58	58	58	58	58	58	58	58
French Immersion	147	144	160	178	169	170	173	175	175	180	174	168
Total	314	303	311	264	243	228	231	233	233	238	232	226
Capacity	266	266	266	266	266	266	266	266	266	266	266	266
Utilization	118%	114%	117%	99%	92%	86%	87%	87%	88%	89%	87%	85%

St. John Paul II	ACTUAL		PROJECTED									
	Oct-21	May-22	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Regular Track	228	223	215	280	282	296	312	334	362	392	440	492
French Immersion	38	38	23	0	0	0	0	0	0	0	0	0
Total	266	261	238	280	282	296	312	334	362	392	440	492
Capacity	458	458	458	458	458	458	458	458	458	458	458	458
Utilization	58%	57%	52%	61%	61%	65%	68%	73%	79%	86%	96%	108%

St. Bridget	ACTUAL		PROJECTED									
	Oct-21	May-22	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Regular Track	369	364	353	340	351	370	412	455	490	541	601	653
French Immersion	0	0	0	0	0	0	0	0	0	0	0	0
Total	369	364	353	340	351	370	412	455	490	541	601	653
Capacity	513	513	513	513	513	513	513	513	513	513	513	513
Utilization	72%	71%	69%	66%	68%	72%	80%	89%	96%	105%	117%	127%

UTILIZATION

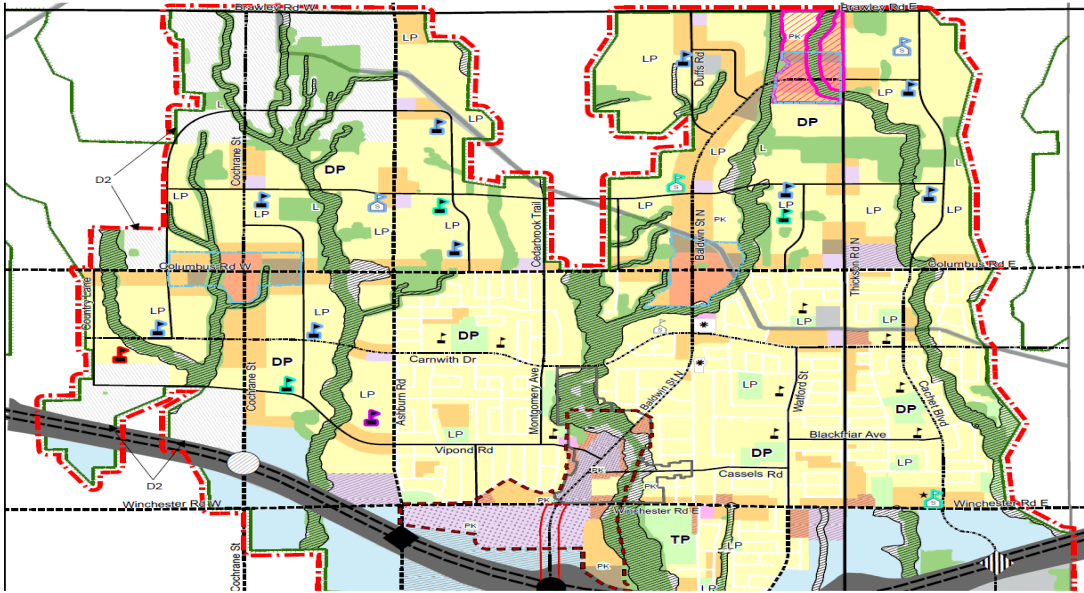
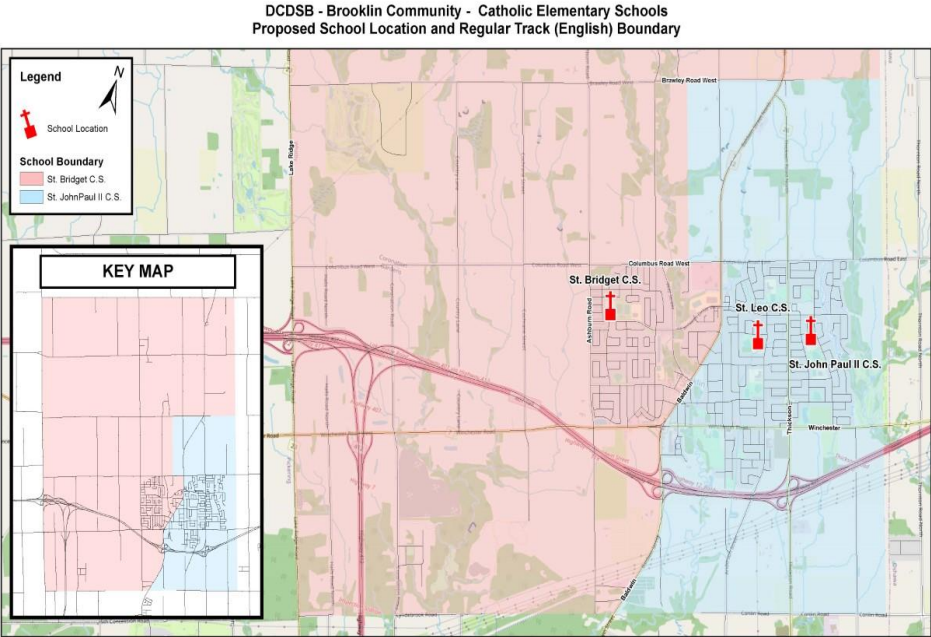
< 80% > 120% 80% - 120%





Recommended Option

The only adjust from the original “In-principle” recommendation was to adjust the physical boundary associated with the annexed part of the St. Bridget growth area into the St. John Paul II boundary. The annexed portion will only include the new development and will not displace families that are currently residing in this area and attending St. Bridget.





Recommended Option - Rollout

- All of the RT boundary for St. Leo CS to be absorbed into the St. John Paul II boundary in 2023, including an annexation of a study area from the St. Bridget boundary into the St. John Paul II boundary.
- If your child is currently at St. Leo in Grade 1-5 RT, they would attend St. John Paul II CS in September 2023
- If your child is currently at St. Leo in Grades 6&7 RT they can graduate out of St. Leo CS pending program viability
- St. Leo CS will continue to have a JK-SK program





Implementation and Future Considerations





Implementation and Future Considerations

If the final recommendation is approved by the Board of Trustees, there will be a detailed plan that will consider the following:

- Transportation
- Transition Plans
- Introduction to school community
- Communication





Implementation and Future Considerations

Transportation

The Board's current transportation policy will be applied to the recommended option with regards to busing and walking distances to the impacted schools.

The following will be considered regarding transporting of students beginning in September of 2023:

- Durham Student Transportation Services (DSTS) to review Thickson Road cross-walk viability;
- Students currently at St. Leo that are greater than 1.6km from St. John Paul II and have to cross Thickson Rd will be eligible for a bus;
- Final determination of eligibility to be communicated in 2023.





Implementation and Future Considerations

Transition Plan

Students and families currently in Grade 6 and 7 Regular Track at St. Leo CS will be asked to complete a survey about their preference to remain at St. Leo CS for Grades 7 and 8. Numbers from the survey will be reviewed to determine whether remaining at St. Leo to complete their elementary studies is an option.

Activities will be planned to connect the students and staff between the two schools. In the past these activities have included:

- Tours
- BBQs
- Community team building





Implementation and Future Considerations

Communication Plan

Letters to families impacted by the decision

Open house

Transition newsletter





Questions and Discussion





Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: December 19, 2022

Subject: **Order Paper: Resolutions Approved for Implementation**

Please find attached a copy of the Order Paper: Resolutions Approved for Implementation.

TB/eb
Attachment: Order Paper



Order Paper: Resolutions Approved for Implementation

Resolution	Date of Approval	Referred to	Return Date to Board	Date of Completion
<p>“THAT the Durham Catholic District School Board approve the Schedule of Financial Reports to the Board of Trustees as outlined in the report titled Financial Reporting, dated January 24, 2022.”</p> <ul style="list-style-type: none"> • 2022/2023 Budget Process • Ministry of Education Funding Announcement • 2021/2022 Second Quarter Budget Status Report • 2022/2023 Budget Update • 2022/2023 Final Budget Report • 2021/2022 Audited Financial Statements • 2022/2023 Revised Estimates Report 	Jan. 27/22	Chief Financial Officer	Feb. 28/22 Mar./Apr. 2022 Apr. 25/22 May 24/22 June 20/22 Nov./22 Dec./22	Feb. 28/22 Mar. 28/22 Apr. 25/22 May 24/22 June 20/22 Dec./22 Dec./22
<p>“THAT pending legal advice, that renders no significant issues, the Durham Catholic District School Board review its existing policies and develop new policies to support implementation of the following not sooner than September 2022:</p> <ul style="list-style-type: none"> • live streaming and recording of Board meetings; • the establishment of a publicly available video archive; • the retention of recordings for a specified period of time, as recommended by staff; • the continued use of written minutes as the official record of Board actions; • the permanent deletion of recordings after a period of time, and 	Apr. 25/22	Director of Education	Sept. 2022 Oct. 2022	Sept. 26/22 Oct. 2022

Order Paper: Resolutions Approved for Implementation
Page | 2

Resolution	Date of Approval	Referred to	Return Date to Board	Date of Completion
THAT 12 months after implementation begins, the Board will review the effectiveness of this practice on the following criteria - community engagement, accessibility, and best practices in relation to other provincial school boards.”			Fall 2023	



Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: December 19, 2022

Subject: **Special Education Advisory Committee Meeting – November 8, 2022**

Origin: Susie Lee-Fernandes, Superintendent of Education

Please find attached a copy of the Minutes of the Special Education Advisory Committee Meeting held on November 8, 2022.

TB/SLF/dp

Attachment: Minutes of November 8, 2022



**DURHAM CATHOLIC
DISTRICT SCHOOL BOARD**
Learning and Living in Faith

Special Education Advisory Committee Meeting Minutes

Durham Catholic District School Board

November 8, 2022 at 7:30 PM

Virtual Meeting

Members Present:

V. Adamo (Chair, VOICE for the Hearing Impaired), W. Heeney (Durham Down Syndrome Association), J. Sorhaitz (Learning Disabilities Ontario), A. Massis (Community Representative), Candice Julien (Community Representative)

Members Absent:

C. Nosseir (Grandview Kids), S. Casola (Autism Ontario)

Trustees Present:

J. McCafferty

Trustees Absent:

J. Oldman

Staff Present:

S. Lee-Fernandes (Superintendent of Education), Michaela Evans (Senior Manager, Psychological and Speech-Language Services/Chief Psychologist), F. Mosier (Student Services Coordinator), F. Pileggi (Communications)

SEAC Representatives:

D. Assenza (CPCO Representative), B. Larson (APSSP Representative), L. Jemmott (OECTA Representative)

1. Opening

1.1. Land Acknowledgements

1.2. Memorials and Prayer

1.3. Roll Call and Apologies

1.4. Call to Order

Vice Chair Heeney called the meeting to order at 7:40 p.m., offered the opening prayer and welcomed everyone to the meeting.

1.5. Approval of the Agenda

Motion:

SS-2022-11-08-01

Approval of Agenda

"That the Special Education Advisory Committee approve the agenda of the Tuesday, November 8, 2022 meeting, as printed."

Motion moved by J. McCafferty and motion seconded by A. Massis.

CARRIED

1.6. Approval of the minutes of the previous meeting

Motion:

SS-2022-11-08-02

Approval of the Minutes

"That the Special Education Advisory Committee approve the minutes of the Tuesday, October 4, 2022 meeting, as printed." Motion moved by J. Sorhaitz and motion seconded by J. McCafferty.

CARRIED

1.7. Declarations of Interest

None

2. Items for Information/Decision

2.1. Presentations

None

2.2. Discussion Items

2.2.1. Review of Special Education component of Draft Board Improvement Plan

Superintendent Lee-Fernandes provided an in-depth overview of the 3 Goals of the Special Education component of the Draft Board Improvement Plan:

Goal 1: To Build capacity in Mental Health, Equity, and Inclusive Education, Safe and Accepting Schools and Healthy Schools for all members of the DCDSB community.

- Develop and use equity leadership framework to guide school leaders in building their capacity and efficacy in engaging in courageous conversations and critical reflection.
- Mandatory and invitational learning opportunities (e.g., Sharing of Excellence, workshops/webinars) for staff and students to recognize and acknowledge bias and

discrimination, and reflect on how their actions and approach impact the community.

Goal 2: To ensure consistent use of evidence-informed practices, strategies, and programs.

- Learning and practical strategies related to universal design for learning and the science of reading embedded into Program Support Teacher (PST) and PST Curriculum Chair meetings each month
- Evidence-based resources highlighted to support the implementation of intervention strategies and approaches to support students with special education needs

Goal 3: To create a positive school climate that supports students' feelings of belonging and safety.

- Develop a learning plan grounded in the dignity of the human person on how to be anti-racist, using key equity and mental health resources including School Mental Health Ontario (SMHO) to support mental health and well-being of Black and racialized students
- Engage Equity Leads (one educator from each school) and principals and vice-principals in learning about culturally responsive education in the classroom, providing strategies and resources to bring back to their classrooms and schools

2.2.2. Special Education Review Update

Superintendent Lee-Fernandes provided an update on the recent self-assessment days facilitated by the Abilities Centre where approximately 50 staff from various departments and partners met to discuss and review board practices.

This was an opportunity for reflection, taking a look at how all the different aspects of an organization support service delivery and the importance of a common understanding of accessibility and inclusion.

2.3. Business arising from previous meeting

2.4. Staff Reports

2.4.1. Student Service Report - Francesca Mosier, Michaela Evans, Susie Lee-Fernandes

F. Mosier shared the following updates:

- October's New PST Mentoring Program covered topics related to monthly tasks, procedures for requesting SEA equipment
- November Sharing of Excellence Series
 - Teaching Life Skills – participants will learn about selecting life skills, developing comprehensive strategies, and monitoring skills development
- Abilities Centre is working in two schools, All Saints and St. Joseph (Oshawa) piloting a Therapeutic Reaction in Schools (TRIS) program
- Special Incidence Portion (SIP) Working Days are happening throughout November – schools will be submitting a minimum of two SIP claims to help cover the costs of staff support to ensure the health and/or safety of students who have extraordinarily high needs
- SIP claims will be submitted to the Regional Office of the Ministry by December 16, 2022
- The Ministry will review, approve and finalize SIP claims by August 31, 2023, in time for the 2023-24 school year.
- Autism:
 - Durham Catholic Autism Resource Team (DCART) and the Student Services Behaviour Support Specialists (BSSs) participated in the Geneva Centre Online Symposium from Nov. 2nd to the 4th. Topics included supporting students in an inclusive classroom, Applied Behaviour Analysis (ABA) in the school environment, and Improving students' physical activity and movement breaks.
 - After-school social skills programs are up and running in-person and online, including Friendship Lab, Secret Agent Society and PEERS
- Project SEARCH:
 - Presentations on Project SEARCH will be delivered to the following groups of teachers during November: Program Support, Guidance, Co-op and Student Success
 - Our business host site will be the Municipality of Durham Region Headquarters
 - Our employment service partner is the Abilities Centre

- The Abilities Centre is in the process of writing an application for a Skills Development Grant to secure funding for the two Skills Trainers
- Looking for people from businesses within the community to serve on our Business Advisory Committee
- Goals of the Business Advisory Committee:
 - to broaden opportunities available to Project SEARCH graduates, across a variety of industries, to become successfully employed in a wide range of fields to further educate business professionals about the benefits of employing individuals with disabilities

Please reach out to Christine Congrady (christine.congrady@dcdsb.ca) if you have any contact information of businesses who might make good champions for our Business Advisory Committee

Dr. M. Evans shared the following Mental Health update:

On October 13th & 14th, 25 staff attended the Applied Suicide Intervention Skills Training (ASIST). 330 gatekeepers have been trained to date and 100% of Social Work staff have completed 3 modules of Suicide Risk Assessment and Management with Youth through School Mental Health Ontario (SMHO).

Upcoming Training:

November 18 - Foundations of Early Identification and Support- for support staff through SMHO

November 29 - Sharing of Excellence-Engaging Youth in Mental Health and Anti-Stigma Initiatives

Superintendent Lee-Fernandes reported that:

- The Canadian Union of Public Employees (CUPE) education staff returned to work on Nov. 8th. Communication went out to students, families and partners (e.g., child care programs), regarding the return to regular school operations.
- Community Use of Schools permits have resumed.
- School boards may apply for the Special Incident Portion Process (SIP) funding to partially offset the costs of staff support to ensure the health and/or safety of students with extraordinarily high need

- SIP process is resuming this year and the reports are due to the Ministry on December 16, 2022
- Ministry has provided the required documents/templates
- Scheduled training sessions with Program Support Teachers (PSTs) and 7 working days to work on these submissions

Motion:

SS-2022-11-08-03

Approval of the November 8, 2022, verbal Coordinator, Mental Health Leader and Superintendent Reports

“THAT the Special Education Advisory Committee accept the verbal Coordinator, Mental Health Leader and Superintendent Reports of the November 8, 2022 meeting.”

Motion moved by W. Heeney and motion seconded by J. McCafferty.

CARRIED

2.5. Association Reports

None

2.6. Correspondence

None

3. Other Business

3.1. Board Communications

3.2. Motion to Adjourn

Motion:

SS-2022-11-08-04

Motion to Adjourn

“THAT the Special Education Advisory Committee meeting of November 8, 2022 adjourn.”

Moved by J. McCafferty and motion seconded by W. Heeney.

CARRIED

3.2.1. The next meeting of the Special Education Advisory Committee will be held on Tuesday, December 6, 2022 @ 7:30 pm

3.3. Closing Prayer

Closing prayer was offered by Vice Chair W. Heeney

Special Education Advisory Committee
November 8, 2022
Page 7 of 7

The meeting adjourned at 8:45 p.m.

Valerie Adamo
Chair, Special Education Advisory Committee

Susie Lee-Fernandes
Superintendent of Education

Recording Secretary: Delfina Pinto



Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: December 19, 2022

Subject: **Durham Catholic Parent Involvement Committee (DCPIC)**
Minutes of November 10, 2022

Origin: Jim Wilson, Superintendent of Education

Please find attached a copy of the Minutes of the Durham Catholic Parent Involvement Meeting held on November 10, 2022.

TB/JW/lk
Attachment: Minutes of November 10, 2022



Durham Catholic Parent Involvement Minutes

Durham Catholic District School Board

November 10, 2022 at 7:30 p.m., North Boardroom

Committee Members Present:

Josie Mullin (Vice-Chair), Vanessa Asgarali (Secretary/Treasurer), Melissa Bevan (Past Chair), Ronald Amurao, Jihan Ferguson, Andrea Gagliardi, Mervis Mythily Andrew George, Michelle Gillis, Lucia Lacorte, John Rinella, Christine Santos, Marika Shaw, Leny Veliyathuparambil, Richard Damianopoulos (Trustee); Marjorie Poliquin

Staff Present:

Jim Wilson, Amanda Roffey, Christine Pineau.

Regrets: Rose Lo Presti (Chair), Chris Szent-Ivany (Principal Representative), Laura Spiers (Vice-Principal Representative), Michelina Dos Santos, Pius Sundarjith Vasanth Francis, Andrea Onley

Call To Order

Vice-Chair Mullin called the meeting to order at 7:38 p.m. and welcomed all committee members to the November 10, 2022 meeting. Vice-Chair Mullin acknowledged Traditional Lands and Territory.

1.1 Opening Prayer – Jim Wilson

Special intentions please keep in your heart.

1.2. Welcome and Courtesies

1. Approval of Agenda

Amendment to G.6. School Council Outreach Subcommittee Report – Erin Groat (STEM) & Secondary Event. This needs to be changed, as previous agenda was used and Erin Groat should not be noted on this evening's agenda.

Motion:

DCPIC2022-11-10-01 - Approval of Amended Agenda.

Durham Catholic Parent Involvement Committee Meeting Minutes

Thursday, November 10, 2022

Page 2

"THAT the Durham Catholic Parent Involvement Committee approve the Agenda of Thursday, November 10, 2022 Durham Catholic Parent Involvement Committee meeting as amended above".

Motion moved by Michelle Gillis and motion seconded by Andrea Gigliardi.
Carried.

2. Announcements

2.1. Next Durham Catholic Parent Involvement Committee Meeting: Thursday, December 8, 2022, which is a social Advent meeting. More details to come.

3. Actions To Be Taken

3.1. Approval and Signing of the Minutes of the Open Session of the Durham Catholic Parent Involvement Committee Elections Meeting of October 6, 2022 was deferred due to confusion resulting from changes in Executive Administrative Assistants. Minutes will be emailed out to all members. If any amendments are required, please advise via email. Motion for approval will follow. We welcome Christine Pineau who is now filling in for Lori Jones.

Motion:

DCPIC2022-11-10-02 - Approval of Minutes – Deferred

"THAT the Durham Catholic Parent Involvement Committee defer the Minutes of the October 6, 2022 meeting."

Moved by V. Asgarali and seconded by M. Bevin

4. Presentation

4.1. Susie Lee-Fernandes, Superintendent of Education, Student Services and Equity and Inclusive Education provided a Special Education Review. The DCDSB Philosophy of Inclusion was reviewed. The majority of our elementary students are placed in age appropriate placements; all students including those with special needs are supported in our classrooms. In secondary, students take special modified K courses with alternative programming goals for students who are not working for credit, supporting all Special Education student needs.

A visual of our inclusive model was reviewed and currently undergoing edits. A question was asked about the process of getting students learning disabilities tested – currently only 2 students per year are allowed to be tested – this is not adequate, can more support be provided for this testing process? Why is the

testing process being started with Gr. 7 and 8 students, and not in the earlier years, ie: Gr. 1 and 2? Response: We are looking at this issue through this review. Currently, there is a challenge of staffing for psychometrists and psychologists services staff - currently 2.5 staff members short. This is a problem across many school boards. We have tried to staff these positions several times. It is very competitive at this time for these positions. Also, the service delivery model is changing: trying to look at early intervention processes. Assessments are made, consultations are done based on student needs, and psych referrals are then made to Grandview Kids for actual intervention. We are definitely looking into this issue.

Special Education Review: Looking through an equity lens, with culturally relevant pedagogy, the three primary components of Culturally Relevant Pedagogy were discussed. This year's spiritual theme is "Listening With the Ear of the Heart" through discernment; humility; listening with the heart; and patience.

Full inclusion: supports and challenges; IPRC process - remove systemic barriers to service; accountability; working to build capacity in special education knowledge and consistency in the implementation through staff capacity.

Reference Documents, publicly available:

- 1) Ontario Human Rights Commission -province-wide inquiry - list of recommendations;
- 2) Special Education in Ontario, K-12 (2017) Web link: Special Education in Ontario - one resource, linking 5 previous resources.

LEAD stands for: Leading Equitable and Accessible Delivery at The Abilities Centre, Whitby – therapeutic in Secondary schools. The challenge: viewed as a destination, one thing, but we know that this is a journey. It's different for different students, it is continuous work that is required. LEAD is a system–integrated approach to accessibility and inclusion.

LEAD Themes – Organizational Management; Organizational Resources; Organizational Delivery.

Special Education Review Team consists of approximately 50 staff and community members; and parents - all employee groups; unions and affiliations; Board departments; Senior Administration and Senior Managers.

Parent/Guardian Engagement Session - was held on Nov. 2, 2022, where 91 parents/guardians registered and 31 attended. Lots of notes were taken and will be shared with the Special Education Review Team.

Parent/Guardian Feedback Survey for Special Education Review is still live:

Here is the link: [Complete the Special Education Review survey here.](#)

The implementation plan in progress to date:

Dec. 13th - Initial Improvement Plan Meeting - small group

Dec. 15th - Self-Assessment Follow-Up Meeting

January 2023 - Finalize goals and strategic actions in alignment with Multi-Year Strategic Plan (MYSP)

Classroom teachers are advised of capacity building and operational items to build consistency. Behavioural Resource teams provide 2 full days of needs to support special needs in their classroom.

Accessibility/AODA is tied into this meeting expectations and requirements. We currently meet all accessibility building requirements throughout our schools and buildings. Our websites throughout our board are AODA compliant.

When a request for accommodations is received, we look at this and try to meet the requirements. Accessibility Committee – documents are now being created accessible on our websites.

If any DCPIC member(s) are interested to be a DCPIC Representative in joining our Mental Health Steering Committee, led by Yulan Fisher-Brown, our Mental Health Leader, Senior Manager, contact Susie Lee-Fernandes. This committee meets 3 to 4 times a year. We are missing our parent voices and perspectives. This committee updates on mental health strategic actions, what's happening, the events we are planning, and developing a three-year Mental Health Strategy, which is a requirement from the Ministry of Education.

5. Discussion

5.1. Commissioning Mass:

Vice-Chair Mullin thanked Christine and Amanda for all their hard work so far with emails, ordering, etc., for our upcoming Commissioning Mass and Orientation. To date, our candles are done, bookmarks have been ordered and received, many RSVP's are still pending for Catholic School Council Chairs or the Vice-Chairs Representative RSVP's, and a few Principals/Vice Principals are still outstanding.

Our DCPIC Committee Members attend our Commissioning Mass to assist at this event. The purpose of our Commissioning Mass is to welcome our new Catholic School Council Members, amp up Parent Council engagement and provide best practices. The agenda was reviewed:

**DCPIC Annual Commissioning Mass
Catholic School Councils
Friday, November 18, 2022**

DCDSB's Pope Francis Centre
652 Rossland Road, West, Oshawa
8:30 a.m. - 12:00 p.m.

AGENDA

8:30 a.m. - Welcome and Greetings from Melissa Bevan, Past Chair of DCPIC and Tracy Barill, Director of Education, DCDSB
9:00 a.m. - Commissioning Mass with Rev. Father Keith Callaghan
9:45 a.m. - Break
10:00 a.m. - Presentation of DCPIC Survey Results – Rose LoPresti, Chair, DCPIC
10:25 a.m. - Introduction of Guest Speaker – Jim Wilson, Superintendent of Education
10:30 a.m. - Presentation by Michael Way Skinner and Question & Answers period
11:25 a.m. - Closing Remarks - Rose LoPresti, Chair
11:30 a.m. - Light Lunch Served

Superintendent Wilson spoke about guest speaker Michael Way Skinner, who was a consultant for York Catholic Board and is very entertaining. Has a speaking series. He will present to us: “Being Catholic Parents in Challenging Times”, a 1-hour talk. We may have him come back and do a regional presentation in the evening.

Past Chair Bevan advised our new members that the Commissioning Mass is a way for us to welcome all the Chairs into the Parent Council role at their schools, and to show them our voice and that we are there for them. After the Mass, members can review the DCPIC handbook, share best practices and support each other. Different regions will discuss with each other.

Three trustees have confirmed and will be coming: Trustee Kim Beatty; Trustee Monique Forster; and Trustee Marisa Hall.

5.2. Bullying Prevention Week:

Marjorie Poliquin reported that in February schools have “Stand Up to Bullying Week” programs to educate our children about bullying and what to do if this happens. She felt this should be happening earlier in the school year.

Superintendent Wilson reported that during the week of November 21 – 25, Bullying Prevention and Intervention Week occurs yearly. During this week, staff and administrators have access to resources and curriculum, it is also in our Religion program. Superintendent Paula Sorhaitz, Safe Schools Superintendent sent out a numbered memo that went out in early November to all staff for the system to promote a safe and caring environment throughout our board. Please note that not all school calendars may have this updated information. A survey is also coming out about school bullying prevention for both students and parents/guardians to respond to. The survey goes out every two years.

Superintendent Wilson advised that at the start of each school year, a Risk Assessment is completed by each school at the start of each school year, ie: reporting any safety risks, trip hazards, lighting in parking lot, pavement coming apart, inspections on play ground equipment. For any safety issues, please reach out to your school Principal.

Cyber bullying and media literacy is part of the school curriculum informing the parents in resource materials. Ideally, bullying should be introduced in October – hopefully with this being done in November may minimize bullying issues in our schools. It would be good if information can be provided to Parents about bullying so they can identify bullying issues - schools could utilize Pro Grant funds for parent engagement, for this topic.

5.3. Increasing School Safety

Marjorie Poliquin discussed that many school sites are open and have easy access with lots of portables and young children are in these portables. We need to increase school safety, ie: fences around school yards; camera surveillance outside our schools; better lighting in school yards and parking lots.

Superintendent Wilson noted that these are viable concerns: our mandate on this committee, we can make suggestions to the board; we could have a session; our safe school's superintendent could come and meet with us to get a better idea for school safety; suggested this be done for our January DCPI meeting. Currently no security cameras in our elementary school, only secondary schools. Suggest to the board to have schools upgraded with cameras. It was suggested by John

Rinella that we provide a DCPIC delegate for the next board meeting for budget process. Superintendent Wilson suggested that Superintendent Sorhaitz, Safe Schools and Superintendent Grieve, Facilities, present a safe school security buzzer presentation. If there are school concerns, please talk to your school principals. As far as us as a system-wide committee, we can have presentations and provide input as a collective whole

6. Reports/Information/Discussion Items

6.1 Chairs Report -Vice-Chair Josie Mullin for Chair Rose Lo Presti

Vice-Chair Mullin officially welcomed all members of the Durham Catholic Parent Involvement Committee, and is looking forward to working with all as we serve as an advisory body at the school board level by supporting, encouraging and enhancing meaningful parent engagement at the board level; improving student achievement and well-being; providing information and advice to the board on parent engagement; communicating with and supporting local Catholic school councils in the DCDSB; and undertaking activities to help parents support their children's learning at home and at school. If you are looking for additional information about school councils, please visit Ontario.ca website. The publications "School Councils: A Guide for Members" and "Parent Involvement Committees" are great resources.

The Ministry of Education will be holding a parent engagement meeting later in November for PIC chairs and parent engagement leads. They have proposed the meeting to be held on November 24th. Chair Lo Presti will report at our next meeting any information of interest from that meeting.

The Ontario Association of Parents in Catholic Education (OAPCE) is another great resource for DCPIC. Their website has excellent webinars, parent resources, and news from the MOE. Each DCPIC is invited to have a representative at their regional meetings. Check out their website and let Chair Lo Presti know if you would like to be a representative.

DCPIC Sub-Committees: please advise and share your talents and volunteer for one of the DCPIC Sub-Committees. Please respond to the email that was sent out by Christine a few weeks ago.

Encourage catholic school councils to take advantage of the \$500 pro grant that is to be used to promote parent engagement in schools.

Our next DCPIC meeting will be on December 8th and we will be meeting in-person – an Advent theme. More details to follow. Sincere apologies from Chair Lo Presti that she could not be here tonight.

7.2 **Trustee's Report**

Trustee Damianopoulos acknowledged this committee's great discussions tonight and input for feedback to the board about Bullying Prevention week and school safety.

Trustee Damianopoulos advised that there was a board meeting on October 25th that recognized various individuals and groups. Julian, a grade 5 student from Good Shepherd CS was recognized for winning the "Fire Chief for the Day" contest for the Township of Scugog. Also, Chair Ste. Marie congratulated Gabriel from St. Paul Catholic School for winning the "Police Chief for the Day" contest for the Durham Regional Police Service. Trustee Damianopoulos noted that it is great to see our students being celebrated with our community partners and in the community.

Trustee Damianopoulos shared that Director Barill recognized the Senior Administrative Team as she reviewed the 2022-2023 Strategic Goals and Actions. This plan builds on the strategic priorities as outlined in the Discovery 2023 – Renewing the Vision Strategic Plan. Trustee Damianopoulos encourages DCPIC members to go to the DCDSB website and have a look at the 2022-2023 Strategic Goals and Actions Plan. As a committee, we could explore ways we can incorporate the plan and promote parent engagement.

Trustee Damianopoulos noted that Director Barill also recognized the trustees for their service over the past four years. Trustee Damianopoulos echoed her kind words as he knows that his colleagues work hard to support students, and families, and are an unwavering voice for Catholic education. Trustee Damianopoulos looks forward to his continued service as a Catholic trustee. As far as DCPIC is concerned, he would be honoured to continue his role as the Chair's designate on DCPIC.

Trustee Damianopoulos advised that on November 21st at 7 pm there will be the Inaugural Board Meeting. The next Regular Board Meeting will be held on December 19th at 7:30. We are pleased that these meetings are now held in-person at the Catholic Education Centre. Also, parents can view board meetings online by going to the DCDSB website and under the "Our Board" section there is the "Board Agenda and Highlights" section that has the link attached to the agenda.

Trustee Damianopoulos thanked all DCPIC members for their efforts to enhance parent engagement and wished the 2022 – 2023 DCPIC Committee all the best as we work together to enhance Catholic education in the Durham Region.

7.3 Resouce Report

Superintendent Wilson provided a big welcome to everyone as a DCPIC Member, including our new members and noted that this DCPIC Committee is the most important committee we have to provide support to parents on a regional level and school level and we support achievement, equity and wellbeing.

November Key Events: This week is Treaties Recognition week and in our schools we look at the importance of honouring treaties, involving the relationships with our First Nation peoples and the lands. Tomorrow we will be honouring those on Remembrance Day, and students will be remembering all those involved in any conflict. November 21st – 25th we already discussed Bullying Prevention and Intervention Week – learning about creating safe and caring communities. We are looking forward to our DCPIC Commissioning event on November 18th. We will come as a community to celebrate mass with Fr. Keith; and the great opportunity of sharing of best practices; also Michael Way Skinner will be our guest speaker who is both interesting and entertaining at the same time. November 27th, we start the season of Advent. Superintendent Wilson wished all committee members an excellent Advent season, as we await the coming of Christ.

7.4. PRO Grant Subcommittee Report

Superintendent Wilson spoke about the PRO Grant funding. The Ministry Pro Grant information is forthcoming and changes are coming. New guidelines will be received. Transfer payment agreements are not going to happen; money we get per pupil will be incorporated with the PRO Grant funding. Activities for the year and how funds were spent will be required. School Council level reports and regional school reports are to be done by each school at the end of the school year. Vice-Chair Mullin noted that a Chair is required for our PRO Grant Subcommittee and members are required for our PRO Grant Subcommittee.

For all Sub-Committees, Chair and members, please respond to either Rose Lo Presti or Christine's email about all sub-committees you wish to work with, either as a Chair or member.

7.5 Communications Subcommittee Report

Amanda Roffey helps with this subcommittee, but we still need a Chair and some members for this Subcommittee to assist Amanda with the Communications Report.

Amanda Roffey advised that there is a newsletter to parents of Durham Catholic which is published three (3) times a year from the board. Amanda is currently in the midst of preparing the Fall Newsletter. There is a Chairs report, an article about the Commissioning Mass will be submitted. With Advent coming, an article on Advent or Advent Calendar and Faith Formation Committee will be included. We are a little behind, but we are hoping to get this out the week of November 21st. Another one will be sent out in early winter; and April/May.

7.6. School Council Outreach Subcommittee Report – Deferred

This is the Commissioning Mass – currently Vice-Chair Mullin Chairs this subcommittee and if anyone is interested in joining please let Josie Mullin know.

7.7. Faith Formation Subcommittee Report – Deferred

This subcommittee needs a Chair and members or Co-Chairs.

7.8. Policy & By-Law Subcommittee Report

Michelle Gillis advised that the Policy & By-Law Subcommittee met last week and we were a little late for the input deadline on policies and reviews were tabled to January 17, 2023. Every 3 years we review our by-laws. Most recent versions were to be posted to our DCPIC website. LEAD circle meeting, anyone can comment on our subcommittees but Michelle submits as a committee.

7.9. Budget Subcommittee Report

Superintendent Wilson advised that Chair Lo Presti received our budget total. Past Chair Bevan advised that she is awaiting an itemized list of budget from last year. We previously received a break-down, itemizing all our starting and ending budget. Superintendent Wilson will look into this. Starting and ending budget was requested by Past Chair Bevan.

Durham Catholic Parent Involvement Committee Meeting Minutes

Thursday, November 10, 2022

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7. Adjournment

Motion:

DCPIC2022-11-10-03 - Adjournment

"THAT the Durham Catholic Parent Involvement Committee Meeting on Thursday, November 10, 2022 adjourn at 9:25 p.m.

Motion moved by Melissa Bevan and motion seconded by Michelle Gillis. Carried

8. Closing Prayer – Superintendent Wilson

Rose LoPresti
Chair, Durham Catholic Parent
Involvement Committee

Jim Wilson
Superintendent of Education

RL/JW:cp



Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: December 19, 2022

Subject: **Special Education Advisory Committee Meeting – December 6, 2022**

Origin: Susie Lee-Fernandes, Superintendent of Education

Please find attached a copy of the Minutes of the Special Education Advisory Committee Meeting held on December 6, 2022.

TB/SLF/dp

Attachment: Minutes of December 6, 2022



**DURHAM CATHOLIC
DISTRICT SCHOOL BOARD**
Learning and Living in Faith

Special Education Advisory Committee Meeting Minutes

Durham Catholic District School Board

December 6, 2022 at 7:30 PM

Virtual Meeting

Members Present:

V. Adamo (Chair, VOICE for the Hearing Impaired), W. Heeney (Durham Down Syndrome Association), J. Sorhaitz (Learning Disabilities Ontario), A. Massis (Community Representative), C. Nosseir (Grandview Kids), Candace Julien (Community Representative)

Members Absent:

S. Casola (Autism Ontario)

Trustees Present:

J. McCafferty

Staff Present:

S. Lee-Fernandes (Superintendent of Education), S. Phoenix (Manager of Social Work and Child and Youth Counsellors/Chief Attendance Officer), F. Pileggi (Communications)

SEAC Representatives:

D. Allen (CPCO Representative), L. Jemmott (OECTA Representative),
Maureen Cope (CUPE Representative)

1. Opening

- 1.1. Land Acknowledgements
- 1.2. Memorials and Prayer
- 1.3. Roll Call and Apologies
- 1.4. Call to Order

Chair Adamo called the meeting to order at 7:31 p.m., offered the opening prayer and welcomed everyone to the meeting.

- 1.5. Approval of the Agenda

Motion:

SS-2022-12-06-01

Approval of Agenda

"That the Special Education Advisory Committee approve the agenda of the Tuesday, December 6, 2022 meeting, as printed."

Motion moved by J. McCafferty and motion seconded by J. Sorhaitz.
CARRIED

1.6. Approval of the minutes of the previous meeting

Motion:

SS-2022-12-06-02

Approval of the Minutes

"That the Special Education Advisory Committee approve the minutes of the Tuesday, November 8, 2022 meeting, as printed."

Motion moved by W. Heeney and motion seconded by A. Massis.
CARRIED

1.7. Declarations of Interest

None

2. Items for Information/Decision

Superintendent Lee-Fernandes announced that as of January 2023, the SEAC Meetings will once again be held in-person at the Durham Catholic Education Centre.

2.1. Presentations

2.2. Learning Disabilities - Julie Sorhaitz

Julie Sorhaitz, Learning Disabilities Association of Durham Region, presented an overview of Learning Disabilities (LD) and the challenges faced by people with LD.

Julie referenced the following types of LDs and gave a brief explanation of each one:

- Dyslexia
- Dysgraphia
- Dyscalculia
- Non-verbal Learning Disabilities or Non-verbal Learning Disorder (NVLD or NLD)

Anyone interested in obtaining more information about Learning Disabilities can visit: LDADR.on.ca

Julie answered questions as they arose.

2.3. Discussion Items

2.3.1. Review of Special Education Data including IEPs

Superintendent Lee-Fernandes provided the following breakdown of the Special Education data since September:

Students with IEPs:

- 3094 (total number)
- 1708 Accommodated
- 881 Modified
- 505 Alternative
- 1619 Students with Assistive Technology (AT) as of June 2022
- 75 New AT referrals received since September

Referrals to Behaviour Resource Team

Total = 23

- 11 Consultations
- 12 Comprehensive

Referrals to Autism Resource Team

Total = 33

- 22 Consultations
- 11 Comprehensive

Lexia Licenses - 500

2.3.2. Review Accessibility Plan

Superintendent Lee-Fernandes shared the link to the DCDSB's [Accessibility webpage](#), where the accessibility statement and key legislation (e.g., Bill 25 – Ontarians with Disabilities Act, 2001, Accessibility for Ontarians with Disabilities Act, 2005) can be found. As well, staff, parents/guardians and community members can submit their accessibility concerns directly to the Board using the online form.

Superintendent Lee-Fernandes drew attention to the Accessibility Advisory Committee, whose purpose is to give overall direction that governs compliance with legislation around accessibility and standards. The committee's objectives are to identify and recommend prevention strategies, remove barriers for people with disabilities and coordinate and respond to all communications relating to accessibility concerns.

Superintendent Lee-Fernandes shared that the Accessibility Committee is composed of the following members:

1. Superintendent of Facilities
2. Manager of Custodial and Maintenance Services
3. Principal
4. Resource Teacher for Hearing Services
5. Resource Teacher for Vision Services
6. Special Education Consultant
7. WSIB/Disability Claims Management Officer
8. Human Resources Coordinator
8. Program Support Teacher
9. Manager Information, Communications and Technology
10. Operations Manager (Durham Student Transportation Services - DSTS)
11. Business Services Representative
- Communications Manager
12. Community Representation

The Accessibility Advisory Committee establishes a framework that ensures compliance with the AODA legislative acts and related regulations. The committee meets a minimum of 3 times a year (September, January and May) to review progress.

Superintendent Lee-Fernandes also provided a brief overview of the Multi-Year Accessibility Plan (Revised 2018).

The Action Plan has been developed in the following key areas:

- Customer Service Standard
- Employment
- Policies and Procedures
- Transportation
- Information and Communication
- Accessibility Training for Educators
- Built Environment

The Superintendent answered questions from the committee.

2.4. Business arising from previous meeting

Chair Adamo welcomed Candace Julien, the new committee member.

2.5. Staff Reports

- 2.5.1. Student Service Report - Helen Killoran, Shelley Phoenix, Susie Lee-Fernandes

Coordinator's Report – H. Killoran

Superintendent Lee-Fernandes, on behalf of Helen, reported that the next Program Support Teacher Mentoring session will be held on December 15th.

The December Sharing of Excellence Series is a 2-part series - Principles of Applied Behaviour Analysis (ABA): Data Collection.

The Superintendent added that the Special Incidence Portion (SIP) Working Days are now completed, and the SIP Claims will be submitted to the Regional Office of the Ministry by December 16, 2022. The Ministry will review, approve and finalize SIP claims by August 31, 2023, in time for the 2023-24 school year.

Mental Health Report – S. Phoenix

Shelley Phoenix noted that Yulan Fisher-Brown, Student Services Mental Health Leader, hosted Violent Threat Risk Assessment, the Role of the Educator training on November 4th and held a Mental Health Steering Committee meeting on November 10th, which was well attended by DCDSB staff.

The Mental Health Steering Committee is currently working on the new Mental Health and Addictions Strategy for 2023-2026.

The Talking About Mental Illness (TAMI) program has been running at St. Francis and St. James during the month of November.

Shelley also shared the recent and upcoming sessions:

- Traumatic Events Systems Training - December 1st and 2nd
- ASIST Tune Up - December 6th
- Foundational Skills for Suicide Risk and Assessment and Management Training for Social Work Staff - December 8th
- TAMI to run at St. Monica, St. Anne and St. Patrick during December

Special Education Review Update- S. Lee-Fernandes

The Superintendent informed the committee that on December 13th, a Pre-meeting is scheduled with Abilities Centre to discuss improvement plan recommendations. On December 15th, the LEAD Committee will meet to also discuss improvement plan recommendations.

A survey was developed for staff groups that will inform our goals/improvement plan (week of December 12).

The first survey will go out to the Student Services Staff to get some input in areas of improvement around employee satisfaction and well-being. The other survey will go out to Principals and Program Support Teachers (PSTs) to provide feedback on how the Student Services Department can better support the DCDSB schools and staff.

The Superintendent shared that the new Data and Research Officer will provide an analysis/summary of the feedback and input from parents/guardians, the Student Services Department and other staff by the end of December or early January. This information is anticipated to be brought back to SEAC in February.

2.6. Association Reports

2.7. Correspondence

2.7.1. Letter from Sawabona dated November 14, 2022

The Letter addressed to the SEAC committee informs of the formal name change, of the Black Parent Support Group to Sawubona Africentric Circle of Support (a.k.a. "Sawubona").

It was agreed that the letter be received and filed.

2.7.2. Letter from Peel-Dufferin Catholic District School Board dated October 14, 2022

The letter, addressed to Minister Lecce from Bruno Iannicca, Chair of SEAC, and Dely Farrace, SEAC Vice Chair, Dufferin-Peel Catholic District School Board (DPCDSB) requesting that the Ministry of Education consider providing the option to extend the time students with differing abilities have to remain or continue in Secondary School beyond year 7 and beyond age 21.

The committee agreed to discuss this matter with their respective associations and provide feedback at the January 10th SEAC meeting.

3. Other Business

3.1. Board Communications

None

3.2. Motion to Adjourn

Motion:

SS-2022-12-06-04

Motion to Adjourn

Special Education Advisory Committee

December 6, 2022

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“THAT the Special Education Advisory Committee meeting of December 6, 2022 adjourn.”

Moved by W. Heeney and motion seconded by J. McCafferty.

CARRIED

3.2.1. The next meeting of the Special Education Advisory Committee will be held on Tuesday, January 10, 2022 @ 7:30 pm

3.2.2. Closing Prayer

Closing prayer was offered by Vice Chair Heeney.

The meeting adjourned at 8:45 p.m.

Valerie Adamo

Chair, Special Education Advisory Committee

Susie Lee-Fernandes

Superintendent of Education

Recording Secretary: Delfina Pinto



Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: December 19, 2022

Subject: **Director's Annual Report for 2021-2022**

Purpose

The purpose of this report is to share with the Board of Trustees the Director's Annual Report for 2021-2022. In keeping with the Board resolution to demonstrate stewardship for sustainability by actively reducing paper usage, the DCDSB Annual Report for 2021-2022 is in electronic format.

Background

The Ontario Education Act, Part VI, Section 169.1 which addresses the duties and powers of Board provides specific direction regarding the responsibility of the Board of Trustees to develop a multi-year plan that is aimed at the following goals:

S169.1

(a) promote student achievement and well-being;

(a.1) promote a positive school climate that is inclusive and accepting of all pupils, including pupils of any race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, gender identity, gender expression, age, marital status, family status or disability;

(a.2) promote the prevention of bullying;

(b) ensure effective stewardship of the board's resources;

(c) deliver effective and appropriate education programs to its pupils:

The section further requires that boards:

(g) annually review the plan referred to in clause (f) with the board's director of education or the supervisory officer acting as the board's director of education;

Furthermore, section 283.1 outlines that:

In addition to his or her other duties under this Act, the director of education shall,

(a) annually review with the board the multi-year plan developed under clause 169.1(1)

In accordance with the abovementioned duties and responsibilities, the Annual Report has been developed to report to the Board of Trustees on the accomplishments and highlights of 2021-2022 as related to the Board Multi-Year Strategic Plan – [Discovery 2023](#).

To access the report, please click on the following link:

<https://www.dcdsb.ca/en/our-board/2021-2022-annual-report-community-of-faith.aspx>

TB/eb



Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: December 19, 2022

Subject: **French Immersion Program Update**

Origin: Mike O'Neill, Superintendent of Education, Academic Services

Purpose

The purpose of this report is to provide the Board of Trustees with an update on the implementation of French Language Programs as well as provide information regarding the planned processes for registration and enrolment for French Immersion (FI) for the 2022-2023 school year.

Background

Elementary French Programs

Extended French (EF) programming began in the Durham Catholic District School Board in the 1980's with a grade four entry point offered at two schools. The east site was St. Thomas Aquinas Catholic School (CS) in Oshawa and the west site was Holy Redeemer CS in Pickering. These two regional programs accommodated students from across the Board.

Beginning in 2010 the board expanded FI programs to offer Early FI with a grade one entry point. The implementation and expansion of FI programs took place in phases. Phase one and two schools offered a grade four EF program entry point in addition to the grade one FI program. Phase three and four schools offered only the grade one FI entry point.

Phase One Programs (2010)

St. Thomas Aquinas CS (Oshawa)
St. Mark the Evangelist CS (Whitby)
St. Patrick CS (Ajax)
St. Leo CS (Brooklin)
Holy Redeemer CS (Pickering) – now closed

Phase Two Programs (2012)

St. Christopher CS (Oshawa)
St. John the Evangelist CS (Whitby)
St. James CS (Ajax) Mother Teresa CS (Ajax) – now St. Teresa of Calcutta
St. Elizabeth Seton CS (Pickering)

Phase Three Expansion (2013)

St. Monica CS (Pickering)
Blessed Pope John Paul II CS (Brooklin) – now St. John Paul II CS

Phase Four Expansion (2015)

St. Kateri Tekakwitha CS (Oshawa)
St. Joseph CS (Uxbridge)

Over the years a number of program moves and changes took place as follows:

- The Board approved the Pickering Accommodation Review on February 11, 2013 and relocated the French programs at Holy Redeemer CS to St. Isaac Jogues CS and established a new FI program at St. Monica CS effective September 2013;
- Following consultation with the parent community at St. Elizabeth Seton CS, it was decided that the students in the two classes (grade 1 FI and grade 4 EF) located at that school would be permitted to continue their French studies at that school in September 2013. The grade 4 EF class completed grade 8 in June 2017, and the one remaining FI class will complete grade 8 in June 2020;
- In September 2013, Blessed Pope John Paul II CS (now St. John Paul II CS) opened in Brooklin and the Grades 1- 4 Immersion program was split between St. Leo CS and the new school. St. Leo CS retained the Extended French program;

Memorandum | Page 3 of 12
French Immersion Program Update

- As a result of decisions made by the Board on November 3, 2014, a single-track French Centre was established at St. Patrick CS in Ajax to include the relocation of the French Immersion and Extended French program from Mother Teresa CS. Early French Immersion programs (grade one entry) were also opened at St. Kateri Tekakwitha CS and St. Joseph CS (Uxbridge) September 2015; and
- The Board report of November 2013 indicated that the grade four entry EF program was being phased out with the last admissions having taken place in September 2014. The phase out of the Elementary EF program was completed in June 2019.
- On January 27, 2020 the Board of Trustees received the Long Term Accommodation Plan 2020-2024 (LTAP) report and approved guiding principles and actions to be undertaken. Within the LTAP report, staff was directed to undertake a French Immersion (FI) Consolidation study involving the three Brooklin schools; St. Leo CS, St. John Paul II CS and St. Bridget CS. Due to school closures in March 2020, there was a delay in the proposed recommendations for a future location of the Brooklin FI program. The committee has reconvened during the fall of 2020. A recommendation was made after public consultation.
- In September 2020, in response to the Covid-19 Pandemic elementary and secondary virtual schools were created. DCDSB was able to maintain Core French Instruction and healthy and viable French Immersion Programs in the virtual learning environment. The virtual French Immersion program only operated in the 2020-2021 school year. The program was not offered during the 2021-2022 school year.
- In September 2021, students in French Immersion in Grade 1-6 from St. John Paul II CS moved to St. Leo.

At present, all eleven elementary FI programs have reached full maturity including all phase one and two schools. These schools will offer FI program in grades one through eight.

Appendix A indicates the grades of FI (French Immersion) and EF (Extended French) offered at each school site from 2010 to the current school year:

The FI elementary enrolment by school and grade as of September 2022 is contained in Appendix B.

The FI secondary enrolment by school and grade as of September 2022 is contained in Appendix C.

Secondary French Programs

In 2012 All Saints Catholic Secondary School CSS housed the only Secondary FI/EF program in the Board. A decision was made to open an East and West Secondary site in order to better serve the increasing numbers of Secondary FI/EF French students. Grade nine students were therefore directed to St. Mary CSS or Father Leo Austin CSS for September 2013. By September 2016, All Saints CSS no longer offered any FI programs. Notre Dame CSS offered a new FI program starting in 2015.

Students who enroll in secondary FI are required to take 10 of the 30 required credits in French as part of the Ontario Secondary School Diploma (OSSD).

The FI secondary enrolment by school and grade as of September 2020 is contained in Appendix C.

Grade One Registration Process for 2021-2022

Registration timelines and procedures for our grade one FI for September 2021 have been established in accordance with operational needs. These include the necessity to establish the number of classes required as early as possible in order to complete our staffing requirements effectively. Recruitment of teachers qualified to instruct a FI class begins in mid-January. Additionally, registration in FI classes means that student population in the original home school declined. Staff require timely and accurate student enrolment projections by the end of February in order to determine staffing needs for September relative to redundancy and surplus declarations as well as postings.

French Immersion Timelines and Processes

Timelines	Processes
Week of November 7 th , 2022	<ul style="list-style-type: none"> • Letters sent home to all Year 2 Kindergarten families to advertise parent information nights • Advertisements in local papers, on website, via social media and parish bulletins
November 29 th , 2022	<p><u>Parent Information Night</u></p> <ul style="list-style-type: none"> • Virtual live event held centrally at board level by FSL Consultant and Superintendent of Academic Services. Recording posted on board website. Session featured information for parents and guardians to provide background to the program and information regarding the online registration process.
November 29 th - January 20 th , 2023	<ul style="list-style-type: none"> • Grade one FI online Registration opens • Automatic email will be sent to acknowledge receipt of application (but not approval or placement)
January 23 rd – February 3 rd , 2023	<ul style="list-style-type: none"> • Review of all applications received • FI Principal Meeting Jan. 31st PM 1pm – 3:30pm • Classes are formed in accordance with the following parameters: 1. Students in boundary; 2. Students with childcare; 3. Students with siblings in attendance; • Where there is overflow, students are redirected to another site. • Classes will be considered full at 20 students; Superintendent approval required to exceed 20. (no class to exceed 23)

French Immersion Timelines and Processes (cont)

February 6 th , 2023	<ul style="list-style-type: none"> Email communication to parents regarding acceptance and placement
February 13 th , 2023	<ul style="list-style-type: none"> Deadline for parents to confirm registration. Parents request transportation, if desired Parents of children new to the Board will need to go to the designated FI school and provide the required documentation (Baptismal Certificates, Immunization records etc.) in order to confirm their registration Transition scheduling in student information system begins once parents have confirmed registration Registrations that have not been confirmed with the school by February 14, 2023, will be considered to be withdrawn.
February 13 th – 17 th , 2023	<ul style="list-style-type: none"> Durham Student Transportation System (DSTS) to review all transportation requests and communicate eligibility to FI school Principals FI schools will contact those families who have requested transportation but are not eligible
March 20 th , 2023 - forward	<ul style="list-style-type: none"> Late Registrations - made through the FI school (desired location) - Secretaries will update online lists Late Registrations will be processed on a first come, first serve basis while space is available. When classes have been filled to capacity, a waiting list will be established.
April - May 2023	<ul style="list-style-type: none"> Orientation Night/Day for Students/Parents Additional transportation information to be shared - including student OEN and information on how to access bussing info
June 2023	<ul style="list-style-type: none"> Principals reach out to parents on waitlist for cross-boundary kindergarten to inform them if there is space for their child.

The following guidelines will be applied to the application/enrolment process:

- All applicants to the grade one FI program who submit their application through the online registration process will be offered a position in the FI program, the Board may however be required to redirect students to an alternate location in order to maximize class size and organization in accordance with primary class size requirements;
- If/when necessary, students on overflow placement will be directed to original or phase one sites;
- While every effort will be made to accommodate parent requests for cross boundary approval for reasons of childcare and/or to keep siblings together, the Board must maximize classroom organization and take into consideration accommodation issues therefore location cannot be guaranteed;
- Bussing will not be provided for students who are cross boundary by request of the parent/guardian
- Parents who wish to register their children after the online application process has been closed will do so through the desired FI school site. Late applications will be approved on a first come, first serve basis where space permits;
- If/when a program has reached capacity, late registrants will be placed on a waiting list and/or redirected to another location where space permits;
- In schools, where a threshold of 15 students is met, consideration will be given to opening a class or additional classes at an appropriate location;
- Out-of-area applications for kindergarten students may only be approved where space permits;
- Out-of-area applications for kindergarten students will not be accepted at the following schools:
 - St. Christopher CS;
 - St. James CS;
 - St. John the Evangelist CS;
 - St. Kateri Tekakwitha CS;
 - St. Mark the Evangelist CS;
 - St. Patrick CS (and a limit of 45 new kindergarten students)

Memorandum | Page 8 of 12
French Immersion Program Update

- Transportation for kindergarten siblings will be provided on a non-prejudice basis for kindergarten siblings where there is room on the bus; space availability will be reviewed yearly.

FAQ documents will be shared with parents at the parent information sessions and will be posted on the Board Website for parents during the registration process.

Year Two Kindergarten students from St. Patrick Catholic School who attend the virtual elementary school will not be required to register through the online registration process. This aligns with the process currently in place for students who attend kindergarten face-to face at St. Patrick CS.

TB/MO/br

Attachment(s): (Appendix A, B & C)

Memorandum | Page 9 of 12
French Immersion Program Update

Appendix A: French Programs 2010-2023

School Municipality	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-023
St. Thomas Aquinas CS (Oshawa)	1 (FI) 4-8 (EF)	1&2 (FI) 4-8 (EF)	1-3 (FI) 4-8 (EF)	1-4 (FI) 5-8 (EF)	1-5 (FI) 6-8 (EF)	1-6 (FI) 7&8 (EF)	1-7 (FI) 8 (EF)	1-8 (FI)	1-8 (FI)	1-8 (FI)	1-8 (FI)	1-8 (FI)	1-8 (FI)
St. Christopher CS (Oshawa)			1 (FI) 4 (EF)	1&2 (FI) 5 (EF)	1-3 (FI) (Gr 6 EF moved to St. Thomas CS)	1-4 (FI)	1-5 (FI)	1-6 (FI)	1-7 (FI)	1-8 (FI)	1-8 (FI)	1-8 (FI)	1-8 (FI)
St. Kateri Tekakwitha CS (Oshawa)						1 (FI)	1&2 (FI)	1-3 (FI)	1-4 (FI)	1-5 (FI)	1-6 (FI)	1-7 (Fi)	1-8 (FI)
St. John the Evangelist CS (Whitby)			1 (FI) 4 (EF)	1&2 (FI) 5 (EF)	1-3 (FI) 6 (EF)	1-4 (FI) 7 (EF)	1-5 (FI) 8 (EF)	1-6 (FI)	1-7 (FI)	1-8 (FI)	1-8 (FI)	1-8 (FI)	1-8 (FI)
St. Mark the Evangelist CS (Whitby)	1 (FI) 4 (EF)	1&2 (FI) 4&5 (EF)	1-3 (FI) 4-6 (EF)	1-4 (FI) 4-7 (EF)	1-5 (FI) 4-8 (EF)	1-6 (FI) 5-8 (EF)	1-7 (FI) 6-8 (EF)	1-8 (FI) 7&8(EF)	1-8 (FI) 8 (EF)	1-8 (FI)	1-8 (FI)	1-8 (FI)	1-8 (FI)
St. Leo CS (Whitby)	1 (FI) 4 (EF)	1&2 (FI) 4&5 (EF)	1-3 (FI) 4-6 (EF)	1-4 (FI) 5-8 (EF)	1-5 (FI) 6-8 (EF)	1-6 (FI) 7&8(EF)	1-7 (FI) 8 (EF)	1-8 (FI)	1-8 (FI)	1-8 (FI)	1-8 (FI)	1-8 (FI)	1-8 (FI)
St. John Paul II CS (Brooklin)				1-4 (FI)	1-5 (FI)	1-6 (FI)	1-7 (FI)	1-8 (FI)	1-8 (FI)	1-8 (FI)	1-8 (FI)	1-8 (FI)	1-8 (FI)
St. James CS (Ajax)			1 (FI)	1&2 (FI)	1-3 (FI)	1-4 (FI)	1-5 (FI)	1-6 (FI)	1-7 (FI)	1-8 (FI)	1-8 (FI)	1-8 (FI)	1-8 (FI)
St. Teresa of Calcutta CS (Ajax)			1 (FI) 4 (EF)	1&2 (FI) 5 (EF)	1-3 (FI) 6 (EF)	Program moved to St. Patrick CS							1-8 (FI)
St. Patrick CS (Ajax)	1 (FI) 4 (EF)	1&2 (FI) 4&5 (EF)	1-3 (FI) 4-6 (EF)	1-4 (FI) 5-7 (EF)	1-5 (FI) 6-8 (EF)	1-6 (FI) 7&8 (EF)	1-7 (FI) 8 (EF)	1-8 (FI)	1-8 (FI)	1-8 (FI)	1-8 (FI)	1-8 (FI)	1-8 (FI)
St. Elizabeth CS (Pickering)			1 (FI) 4 (EF)	2 (FI) 5 (EF)	3 (FI) 6 (EF)	4 (FI) 7 (EF)	5 (FI) 8 (EF)	6 (FI)	7 (FI)	1-8 (FI)			1-8 (FI)

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 French Immersion Program Update

Appendix A: French Programs 2010-2023 (cont.)

Holy Redeemer CS (Pickering)	1 (FI) 4-8 (EF)	1&2 (FI) 4-8 (EF)	1-3 (FI) 4-8 (EF)	Program moved to St. Isaac Jogues CS									1-8 (FI)
St. Isaac Jogues CS (Pickering)				1-4 (FI) 4-8 (EF)	1-5 (FI) 4-8 (EF)	1-6 (FI) 5-8 (EF)	1-7 (FI) 6-8 (EF)	1-8 (FI) 7&8(EF)	1-8 (FI) 8 (EF)	1-8 (FI)	1-8 (FI)	1-8 (FI)	1-8 (FI)
St. Monica CS (Pickering)				1 (FI)	1&2 (FI)	1-3 (FI)	1-4 (FI)	1-5 (FI)	1-6 (FI)	1-7 (FI)	1-8 (FI)	1-8 (FI)	1-8 (FI)
St. Joseph CS (Uxbridge)						1 (FI)	1&2 (FI)	1-3(FI)	1-4 (FI)	1-5 (FI)	1-6 (FI)	1-7 (Fi)	1-8 (FI)

Appendix B: Elementary enrolment summary by grade

SCHOOL	Gr01	Gr02	Gr03	Gr04	Gr05	Gr06	Gr07	Gr08	TOTAL
St. Christopher C.S.	21	30	21	22	15	13	13	25	160
St. Isaac Jogues C.S.	33	34	26	27	23	30	26	29	228
St. James C.S.	28	40	26	20	28	18	15	20	195
St. John Paul II C.S.	-	-	-	-	-	-	-	21	21
St. John the Evangelist C.S.	21	32	26	23	20	19	28	18	187
St. Joseph C.S. (Uxbridge)	15	27	9	20	7	8	16	4	106
St. Kateri Tekakwitha C.S.	31	39	37	30	39	23	21	26	246
St. Leo C.S.	24	17	21	19	12	15	16	8	132
St. Mark the Evangelist C.S.	41	44	36	41	36	40	42	33	313
St. Monica C.S.	36	39	46	33	34	23	33	33	277
St. Patrick C.S.	57	58	71	59	55	60	55	48	463
St. Thomas Aquinas C.S.	19	23	19	17	12	16	12	13	131
Total	326	383	338	311	281	265	277	278	2459

Appendix C: Secondary enrolment summary by grade

SCHOOL	Gr09	Gr10	Gr11	Gr12	TOTAL
FATHER LEO J. AUSTIN C.S.S.	107	103	77	53	340
NOTRE DAME C.S.S.	57	71	51	51	230
ST. MARY C.S.S.	42	53	63	34	192
TOTAL	206	227	191	138	762



Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: December 19, 2022

Subject: **Special Education Review Update**

Origin: Susie Lee-Fernandes, Superintendent of Student Services

Purpose

The purpose of this memorandum is to provide an update regarding the Special Education Review that was originally presented to the Board of Trustees on November 22, 2021.

Background

The purpose of the special education review is to ensure that all members within the education system have a shared vision and understanding of the Board's special education plan. Using a collaborative and team approach, each member of the Board's multi-disciplinary team plays an essential role in providing an inclusive school environment where students with special education needs can thrive and be inspired to reach their full potential. In honouring the Durham Catholic District School Board's (DCDSB) commitment to Equity, we are working to recognize and remove systemic barriers, while ensuring transparent oversight and accountability for the timely and effective accommodations and modifications to programming and services.

As a result of supply coverage issues and other challenges during the 2021-2022 school year, the Special Education Review was paused and has restarted this year.

Information

A Special Education Review Committee of 54 members with a broad cross-section has been formed including representation from Academic Services, Student Services, Senior Administration, Union/Affiliate groups, DCDSB Advisory Committee Representatives and school-level staff.

This year, we have partnered with the Abilities Centre to guide the Special Education Review Committee through a LEAD (Leading Equitable and Accessible Delivery) Process that is a system-integrated approach to accessibility and inclusion. The LEAD Process is an evidence-based self-assessment process whereby organizations evaluate, rate and provide evidence of their accessibility and inclusion strategies.

Highlights of steps taken to date:

- October 14, 2022 – Disability Inclusion Workshop
- October 27, 2022 – Self-Assessment Session 1
- October 6, 2022 – Communication to parents/guardians sharing link to complete Special Education Review Parent/Guardian Feedback
- November 2, 2022 – Self-Assessment Session 2
- November 2, 2022 – Parent/Guardian Engagement Session
- December 15, 2022 – Self-Assessment Follow-Up Meeting

Feedback surveys have been developed for parents/guardians, the Student Services Department, and school staff to inform goals and strategic actions for improvement.

Next Steps

- Present summary and analysis of feedback/input surveys
- Determine goals and strategic actions in alignment with the new Multi-Year Strategic Plan (MYSP)

TB/SLF



Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: December 19, 2022

Subject: **Project SEARCH**

Origin: Susie Lee-Fernandes, Superintendent of Student Services

Purpose

The purpose of this report is to provide summary information regarding Project SEARCH.

Background

Project Search is an internationally successful 10-month transition-to-work program for young adults with developmental or intellectual disabilities. The primary objective is to secure competitive and meaningful employment for persons with disabilities. During their final year of high school, students will be fully immersed with a host business, gaining employment skills through a combination of classroom instruction and hands-on career training.

Project SEARCH is a licensed and Ministry of Education sanctioned program originating in the United States. Project SEARCH currently runs in nine school boards in Ontario: Grand Erie District School Board, Hamilton Wentworth District School Board, Halton District School Board, Halton Catholic District School Board, Waterloo Catholic District School Board, Thames Valley District School Board, Rainbow District School Board, Thunder Bay Catholic District School Board, and the Toronto District School Board. The attached document provides a brief overview of the program. More information about Project Search in Canada can be found on their website – [direct link](#).

In September 2021, DCDSB signed a Transfer Payment Agreement (TPA), Developmental Disabilities Pilot – Student Transitions, to explore the possibility of running Project SEARCH at DCDSB. During the 2021-2022 school year, extensive research and steps were taken to understand the goals and structure of the program and explore possible business partners.

A member of the Student Services Department attended the annual Project SEARCH Conference from July 25-29, 2022 in Baltimore Maryland. The conference provided an excellent opportunity for networking and significant information and learning was gained about how the program runs and the resources that are available.

DCDSB is currently on track to start the program in September 2023.

Information

Program Description: Students in their final year of high school, diagnosed with an intellectual and/or developmental disability will be immersed in a 10-month transition-to work program. Students may be working toward any certificate or diploma. The program would be facilitated by one Teacher and two Skills Trainers with a maximum of 10 students, who will be referred to as “Interns”. The program is structured around three internship rotations in a host business site for career exploration and job skills acquisition. Interns will receive feedback on a daily basis to ensure progress in their development and will be supported to finding quality employment one year post-graduation.

Business Host Site: DCDSB’s business host site is the Region of Durham and the internship placements will take place at one of the Region’s long-term care facilities. The role of the business host is to provide the classroom, internship placements, and on-the-job mentors. Students/interns would participate in classes and internship placements at the business host site.

Employment Service Provider (ESP): DCDSB and the Region of Durham have developed a partnership with the Abilities Centre who will be the Employment Service Provider. The Abilities Centre has written grants to secure salaries for Skills Trainers who will help to facilitate transit training and employment planning support at the host business site. After graduation, the ESP will also support job development and retention for interns.

Intern Criteria: Interns can be anywhere from age 17-21 years and in their last year of high school with the goal of moving straight to employment upon graduation. With appropriate accommodations, interns must be able to work towards using appropriate social and communication skills in the workplace, take direction and change behaviour as indicated, and use public transportation.

Benefits to Interns: Interns will experience a variety of work experiences within the host business site and acquire competitive, transferable, and marketable job skills. They will gain increased independence, confidence, and self-esteem supported through individualized coaching, instruction, and feedback. Through this program, interns will also develop important connections with community partners such as the Abilities Centre and adult service agencies.

Next Steps

Project SEARCH Durham Steering Committee: This committee continues to be developed and will support marketing to local schools and agencies, including information sessions for families, host businesses, schools, etc., help plan and implement the application process and Skills Assessment Day, along with transparent and timely communication with all applicants.

Business Advisory Committee (BAC): DCDSB in partnership with the Region of Durham and the Abilities Centre is in the process of developing a Business Advisory Committee (BAC) to broaden opportunities for employment for interns across a variety of industries. The BAC will help support access to resources and serve as a platform to further educate business professionals about the benefits of employing individuals with disabilities, serve as ambassadors to other companies, and discuss competencies and skills based on employer demands.

2022-2023 Highlights and Timelines

- November 2022 – Information sessions for Program Support, Guidance and Co-op Teachers, and Secondary Administrators
- December 2022 – Finalize job description and posting for Project SEARCH Teacher; school meetings to discuss candidates
- February 2023 – webpage and promotional materials ready
- March 2023 – Parent/Guardian Information Session; application packages available
- April 2023 – Application packages due
- May 2023 – Interviews and Skills Assessment Day; successful candidates informed
- August 2023 – Transit training
- September 2023 – Instruction begins at host business site

TB/SLF

Attachment: School-to-Work Transition Program



School-to-Work Transition Program

Project SEARCH: An Overview

An internationally successful 10-month transition-to-work program for young people with developmental or intellectual disabilities. During their final year in high school, students are fully immersed with a host business gaining employment skills through a combination of classroom instruction and hands-on career training.

Program Description

A maximum of 10 students, 1 Teacher and 2 Skills Trainers are immersed in the host business culture through a combination of classroom instruction and internship rotations for career exploration and job skills acquisition with continual feedback. Students are supported upon graduation to find quality employment and for one-year post-graduation.

The Host Business

A host business works in partnership with DCDSB to provide both the space for a classroom and internships (co-op placements) while also acting as a business liaison to promote the hiring of graduates to other local businesses.

Employment Service Provider (ESP)

An Employment Service Provider provides employment planning and support during the training year through 2 Skills Trainers (job coaches) that provide in-class and on-the-placement support. In the post-training year, the ESP provides employment support through job development (if needed) and job retention support.

Community Champions

Other community agencies and local businesses serve as community champions networking to support employment opportunities for graduates.

For More Information

Contact:

Christine Congrady, Student Services Coordinator
christine.congrady@dcdsb.ca

Watch:

[Project Search Hamilton](#)

[Project SEARCH Halton](#)

[Project SEARCH Toronto Graduation](#)





Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: December 19, 2022

Subject: **Capital Renewal Program Updates**

Origin: Scott Grieve, Superintendent, Business, Finance and Facilities Services

Purpose

To provide the Board of Trustees with updates regarding the Capital Renewal Program.

Background

On October 25, 2021, DCDSB staff presented to the board the Capital Renewal Program Priorities 2021-2024 report. This report identified the available funding provided by the Ministry for School Renewal and School Condition Index.

School Renewal Amount (SRA)

- 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;

The available budget for 2021-2022 was **\$4,136,316**.

School Condition Index (SCI)

- School Condition Index (SCI) funding grants are based on the requirements for renewal of building systems and components that are identified in third party assessments carried out by VFA on a five-year basis.

The available budget for 2021-2022 was **\$9,079,711**.

Capital Priorities Funding

In addition to SCI and SRA funding, DCDSB had also received Approval to Proceed notifications for an addition to St. Anne Catholic Elementary School and a new Seaton #1 Catholic Elementary School and new child care.

- Addition to St. Anne Catholic Elementary School funding of **\$4,210,526.**
- Seaton #1 Catholic Elementary School and new child care funding of **\$16,956,116.00.**

DCDSB staff have been working throughout the year on design and site acquisition requirements.

Summary of Projects

From January 2022 to September 2022 DCDSB staff can report the following highlights:

- **49** Projects have been competitively bid upon and awarded; this includes group tendered projects.
- Approximately **\$9,933,532** in funds have been committed
 - \$2,986,299 of SRA
 - \$6,947,233 of SCI
- Funds were committed to the following categories of projects.
 - 2 New 4-room childcare additions.
 - 12 Full school LED Replacement projects
 - 1 Roof replacement
 - 1 school window replacement with doors
 - 2 exterior door replacements
 - 1 new accessible washroom
 - 5 new Roof top units and/or Air Handling Units
 - 3 outdoor kindergarten space designs
 - 2 outdoor classrooms
 - 4 Full boiler replacements
 - 5 retro commissioning projects with Building Automation System upgrades
 - 11 paving and concrete projects across the system.

As the projects are completed they provide the following benefits:

- Enhanced learning and childcare spaces for students
- Increase in natural ventilation availability across the system
- Increased comfort control capability and thermal properties of the system
- Reduction in energy costs across the board
- Improved equipment for maintenance by custodial and maintenance staff

Memorandum | Page 3 of 3
Capital Renewal Program Updates

- LED and Boiler replacements provide additional incentives of approximately \$80,000 to help fund further energy savings.

2022-2023 Projects

The board allocation of School Renewal for 2023 is \$3,126,005 and \$5,614,139 for School Condition funding. There is approximately \$1.4M in School Renewal allocation to carry forward from the 2021/22 allocation, and an additional \$2.5M in School Condition allocation to carry forward from 2022/23.

Staff have prioritize projects in the area of energy conservation to help reduce our environmental carbon footprint which aligns with our Sustainable Action Plan, and these energy saving projects are investing in upgrading mechanical and building automation controls to provide for better spatial comfort and optimized ventilation levels.

The program of improving our outdoor spaces will continue for 2022/23 with investments in replacing aging concrete walkways and asphalt paving, as well as improving the kindergarten play spaces and installing outdoor classrooms at several sites.

The complete list of projects for 2022/23 is attached.

TB/SG/tc
Attachment

ACCESSIBILITY PROGRAM

School	Project Description	2022-23		2023-24		2024-25	
		SRA	SCI	SRA	SCI	SRA	SCI
Father Leo J. Austin	Accessible washroom	\$150,000					
St. Jude	Accessible upgrades	\$150,000					
System	System improvements	\$70,000		\$150,000		\$150,000	
	TOTAL	\$ 370,000	\$ -	\$ 150,000	\$ -	\$ 150,000	\$ -

The Accessibility Program includes projects identified through system audits, school requests, parent and community requests. The Accessibility Advisory Committee prioritizes the identified projects and recommends projects for implementation to Administrative Council for approval. The Accessibility Advisory Committee is mandated under the Ontarians with Disabilities Act 2001 and the Accessibility for Ontarians with Disabilities Act 2005, and associated Regulations.

ARCHITECTURAL PROGRAM

School	Project Description	2022-23		2023-24		2024-25	
		SRA	SCI	SRA	SCI	SRA	SCI
St Elizabeth Seton	Exterior Door Replacement					\$100,000	
Archbishop Denis O'Connor	Exterior Door Replacement			\$150,000			
St Andre Bessette	Exterior Door Replacement			\$116,500			
St Patrick	Exterior Door Replacement					\$40,000	
St Bernard	Exterior Door Replacement			\$60,000			
St Leo	Exterior Door Replacement					\$70,000	
St Luke the Evangelist	Exterior Door Replacement					\$100,000	
All Saints	Ashphalt, Curb and catchbasin replacment	\$85,000					
Monsignor John Pereyma	Ashphalt and Curb replacment					\$200,000	
St Elizabeth Seton	Ashphalt and Curb replacment	\$80,000					
St Monica	Ashphalt and Curb replacment	\$120,000					
St Wilfrid	Ashphalt and Curb replacment			\$400,000			
Archbishop Denis O Connor	Ashphalt and Curb replacment	\$80,000					
St Patrick	Ashphalt and Curb replacment	\$120,000					
Father Leo J Austin	Ashphalt and Curb replacment	\$100,000					
St Leo	Ashphalt and Curb replacment			\$200,000			
St Luke the Evangelist	Ashphalt and Curb replacment					\$150,000	
St Mark the Evangelist	Ashphalt and Curb replacment					\$200,000	
St. Mary	Ashphalt and Curb replacment	\$80,000					
Sir Albert Love	Ashphalt and Curb replacment					\$200,000	
St Christopher	Ashphalt and Curb replacment			\$100,000			
St. John the Evangelist	Ashphalt replacment	\$60,000					
St Issac Jogues	Ashphalt and Curb replacment			\$150,000			
St. John XXIII	Ashphalt and Curb replacment	\$40,000					
Holy Family	Ashphalt and Curb replacment			\$150,000			
Monsignor John Pereyma	Music Room sound-proofing	\$10,000					
CEC 650 Rossland	Ashphalt and Curb replacment	\$40,000					
St. Kateri Tekakwitha	Front door replacement	\$50,000					
Father Fenelon	Front door replacement	\$50,000					
St. Matthew the Evangelist	Office Renovation	\$10,000					
Good Shepherd	Brick repair	\$50,000					
Giffard Centre	Demolition of Breezway	\$175,000					
System	Flag poles	\$100,000		\$100,000			
Exterior brick repairs / cladding		\$ 33,316					
	TOTAL	\$ 1,283,316	\$ -	\$ 1,426,500	\$ -	\$ 1,060,000	\$ -

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

ELECTRICAL

School	Project Description	2022-23		2023-24		2024-25	
		SRA	SCI	SRA	SCI	SRA	SCI
System	PA System Upgrades					\$300,000	\$50,000
Notre Dame	PA System Upgrades	\$50,000					
All Saints	PA System Commissioning	\$20,000					
All Saints	Theatre Commissioning				\$10,000		
St. Patrick	PA System Upgrades	\$50,000					
St. Catherine of Siena	PA System Upgrades			\$50,000			
St Bernard	Outdoor lighting		\$15,000				
Father Leo J. Austin	Outdoor lighting		\$30,000				
St. Luke the Evangelist	Outdoor lighting		\$15,000				
Monsignor Philip Coffey	Outdoor lighting		\$20,000				
Monsignor John Pereyma	PA System Upgrades	\$60,000					
CEC	Electric System upgrade related to eVehicle Charging station		\$50,000				
System	Security Upgrades			\$60,000	\$200,000	\$200,000	\$60,000
System	System Switchgear				\$170,000		
TOTAL		\$ 180,000	\$ 130,000	\$ 110,000	\$ 380,000	\$ 500,000	\$ 110,000

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

ENERGY MANAGEMENT

School	Project Description	2022-23		2023-24		2024-25	
		SRA	SCI	SRA	SCI	SRA	SCI
All Saints	LED Lighting Retrofits	\$70,000					
St. Joseph, Oshawa	LED Lighting Retrofits	\$60,000					
Notre Dame	LED Lighting Retrofits	\$70,000					
St. Bernadette	LED Lighting Retrofits	\$60,000					
St John the Evangelist	LED Lighting Retrofits	\$60,000					
St Wilfrid	LED Lighting Retrofits	\$60,000					
Remaining schools	LED Lighting Retrofits			\$350,000		\$350,000	
TOTAL		\$ 380,000	\$ -	\$ 350,000	\$ -	\$ 350,000	\$ -

ENVIRONMENTAL

School	Project Description	2022-23		2023-24		2024-25	
		SRA	SCI	SRA	SCI	SRA	SCI
System	Environmental Management Contingency		\$ 70,000		\$ 70,000		\$ 70,000
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 mould remediation.

HEATING, VENTILATION AND AIR CONDITIONING (HVAC)

School	Project Description	2022-23		2023-24		2024-25	
		SRA	SCI	SRA	SCI	SRA	SCI
All Saints	Ventilation review, VAV Replacement and Exhaust Fan Replacement		\$830,450				
All Saints	Boiler, AHU-7 cooling coil and Exhaust Fan Replacement		\$80,000		\$1,000,000		
St Mary	Chiller Replacement				\$1,000,000		
Archbishop Denis O'Connor	RTU and BAS Replacement						\$1,000,000
St Christopher	BAS Installation, Valve and Exhaust Fan Replacement				\$670,000		
Notre Dame	Equipment Contingency (HVAC)		\$35,000		\$35,000		\$35,000
St. Christopher	Rooftop Unit Replacement for Gym				\$150,000		
St. James	Boiler replacement and BAS Upgrade		\$600,000				
St. John XXIII	Boiler replacement and BAS Upgrade		\$941,295				
St. Elizabeth Seton	BAS Upgrade and Compressor Decommissioning		\$20,000		\$250,000		
St. Isaac Jogues	BAS Upgrade and Compressor Decommissioning		\$20,000		\$250,000		
St Monica	BAS Upgrade and Compressor Decommissioning		\$20,000		\$200,000		
St Joseph, Uxbridge	BAS Upgrade and Valve Replacement		\$20,000		\$250,000		
Monsignor Philip Coffey	Add Mechanical Ventilation		\$988,127				
Sir Albert Love	Add Mechanical Ventilation		\$1,000,000				
St Hedwig	Add Mechanical Ventilation						\$500,000
St John the Evangelist	Add Mechanical Ventilation						\$1,000,000
St Thomas Aquinas	Add Mechanical Ventilation				\$1,000,000		
Monsignor John Pereyma	BAS Upgrade				\$100,000		
Notre Dame	VAV Box upgrades		\$160,000				
St John Bosco	BAS Upgrade		\$100,000				
System	Mechanical project escalation contingency		\$550,000				
System	Boiler Replacement				\$300,000		\$300,000
System	Controls Upgrades/Commissioning		\$100,000		\$100,000		
System	Air Handling Unit Drives		\$40,000				
System	RTU Replacement			\$100,000	\$100,000	\$100,000	\$100,000
TOTAL		\$ -	\$ 5,504,872	\$ 100,000	\$ 5,405,000	\$ 100,000	\$ 2,935,000

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	2022-23		2023-24		2024-25	
		SRA	SCI	SRA	SCI	SRA	SCI
System	System Painting	\$135,000				\$35,000	
TOTAL		\$ 135,000	\$ -	\$ -	\$ -	\$ 35,000	\$ -

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	2022-23		2023-24		2024-25	
		SRA	SCI	SRA	SCI	SRA	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.

PROGRAM UPGRADES

School	Project Description	2022-23		2023-24		2024-25	
		SRA	SCI	SRA	SCI	SRA	SCI
System	Capital Consultant	\$ 24,000		\$ 24,000		\$ 24,000	
System	Document Management	\$ 30,000		\$ 30,000		\$ 30,000	
	Total	\$ 54,000	\$ -	\$ 54,000	\$ -	\$ 54,000	\$ -

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 events.

ROOFING PROGRAM

School	Project Description	2022-23		2023-24		2024-25	
		SRA	SCI	SRA	SCI	SRA	SCI
Notre Dame	Roof Restoration		\$1,900,000				
St Bernard	Roof Replacement		\$203,040				
St John XXIII	Roof Replacement						\$1,000,000
System Requirements	Roof Restoration		\$100,000		\$200,000		
Roofing Contingency	Emergency Repairs only		\$200,000		\$90,000		\$348,633
	TOTAL	\$ -	\$ 2,403,040	\$ -	\$ 290,000	\$ -	\$ 1,348,633

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.

SITE WORKS (PAVING, PLAYFIELDS AND PARKING)

School	Project Description	2022-23		2023-24		2024-25	
		SRA	SCI	SRA	SCI	SRA	SCI
Monsignor John Pereyma	Joint Use Field	\$800,000					
Monsignor John Pereyma	Exterior Signage	\$75,000					
St Thomas Aquinas	Playground Upgrades	\$75,000					
St Paul	Outdoor pavilion	\$75,000					
Good Shepherd	Outdoor pavilion	\$75,000					
St Joseph, Oshawa	Outdoor pavilion	\$75,000					
Sir Albert Love	Playground Upgrades	\$100,000					
St. John XXIII	Exterior Signage			\$40,000			
Monsignor Philip Coffey	Playground Renovation	\$100,000					
St Leo	Kindergarden Renovation	\$125,000					
St. Patrick	Field and site improvements	\$200,000					
Good Shepherd	Kindergarten and fire route alterations	\$125,000					
St. Isaac Jogues	Kindergarten play area upgrades	\$100,000					
System	Kindergarten play area upgrades			\$350,000		\$350,000	
System	On Site Traffic Improvement study			\$80,000			
St Issac Jogues	Bike Racks			\$10,000			
System	Field and site improvements				\$100,000		
	TOTAL	\$ 1,925,000	\$ -	\$ 480,000	\$ 100,000	\$ 350,000	\$ -
TOTALS		\$ 4,527,316	\$ 8,107,912				



Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: December 19, 2022

Subject: **Electronic Meetings and Meeting Attendance**

Purpose

The purpose of this report is to update the Board of Trustees regarding Ontario Regulation 463/97 - Electronic Meeting Attendance.

Background

During the pandemic, the Ontario government put temporary measures in place to ensure that board and committee meetings could continue to convene safely online when public gathering restrictions were imposed. These measures were extended up to the recent Municipal election and the end of the term of the former Board of Trustees.

[O. Reg. 463/97 – *Electronic Meetings and Meeting Attendance*](#) outlines the physical attendance requirements of Trustees which are in as of November 15, 2022.

The Regulation stipulates that:

5. (1)... at every meeting of the board or of a committee of the whole board, the following persons must be physically present in the meeting room of the board:
1. The chair of the board or his or her designate, subject to subsection 5.1(1)
 2. At least one additional member of the board.
 3. The director of education of the board or his or her designate.

It further states that:

...at every meeting of a committee of the board, except a committee of the whole board, the following persons be physically present in the meeting room of the committee:

1. The chair of the committee or his or her designate, subject to subsection 5.1(1)

- 1.1. If the chair of the committee or his or her designate participates in a meeting by electronic means pursuant to subsection 5.1 (1), at least one additional member of the committee.

2. The director of education of the board or his or her designate

Note: Subsection 5.1 is a provision in the regulation to permit the chair (or designate) to participate in meetings by electronic means if the distance from the chair's residence to the meeting is 200km or more, or if weather conditions or health-related issues do not permit attendance, as long as the chair is physically present for at least half of the meetings of the board for the year.

The regulation also requires every board in the province of Ontario to have a policy providing for the use of electronic means for holding board and committee meetings. The policy must include specific requirements for each member of the board to be physically present in the meeting room of the board for at least three (3) regular meetings of the board during each 12-month period beginning November 15, 2022.

In a memo to Chairs and Directors dated October 28, 2022, Minister of Education, Stephen Lecce wrote:

Open, accessible public meetings where members of the public, community partners and stakeholders can see, hear or otherwise engage in-person with their representatives is a fundamental part of how Ontario school boards demonstrate transparency and accountability as democratic institutions. We have supported students, families and communities to enable a return to a normal school experience for students, and so too should the requirements for public meetings return to normal while the implications for permanent changes are considered.

Within the parameters of the regulation and board policy [PO205 – Electronic Meetings](#) Trustees, Student Trustees and senior staff resourcing meetings will continue to be provided with electronic means to connect to meetings of the Board when required.

TB/eb



Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: December 19, 2022

Subject: **Draft Schedule of Presentations**

Purpose

The purpose of this report is to provide the Board of Trustees with a draft schedule of presentations for Board Meetings from December 2022 – June 2023.

Background

In keeping with the Board's commitment to transparency and accountability, the following draft schedule of Board meeting presentations has been developed. Presentations have been identified with the intention of keeping the Board of Trustees apprised of ongoing work and important information related to the Board Budget Priorities and Strategic Goals and Actions for the 2022-2023 school year.

Please note that this schedule is subject to change.

December 19, 2022	<ul style="list-style-type: none"> • Brooklin Boundary Study • Financial Overview
January 23, 2023	<ul style="list-style-type: none"> • Education Quality and Accountability Office (EQAO) Assessments • Indigenous Education Updates
February 27, 2023	<ul style="list-style-type: none"> • School Climate Survey • Black History Month • Long-Term Accommodations Plan

Memorandum | Page 2 of 2
Draft Schedule of Presentations

March 27, 2023	<ul style="list-style-type: none">• Enhancing Human Rights and Equity• Information & Communications Technology Report
April 24, 2023	<ul style="list-style-type: none">• Celebrating Inclusion and Witnessing Faith• Catholic Continuing Education
May 23, 2023	<ul style="list-style-type: none">• Awards and Recognitions• De-streamed Secondary Curriculum
June 19, 2023	<ul style="list-style-type: none">• Oshawa Boundary Review• National Indigenous History Month• Year-End Accountability Update

TB/eb



Memorandum

To: Board of Trustees
From: Tracy Barill, Director of Education
Date: December 19, 2022
Subject: **2021/2022 Audited Financial Statements**
Origin: Marie Hammond, Chief Financial Officer

Recommendation

Moved by , seconded by

“THAT the Durham Catholic District School Board approve the 2021/2022 Audited Financial Statements”

Rationale

Attached are the 2021/2022 Audited Financial Statements for the year ending August 31, 2022. The financial statements and related audit report were reviewed in detail at the November 14, 2022 Audit Committee meeting.

Over the past two years, the Board has intentionally utilized its operating reserves to support lower class sizes, address remote learning options, purchase additional technology, hire additional support staff and promote enhanced cleaning measures. This was supplemented by ministry stabilization funding made available to Board's that had depleted their reserves supporting pandemic related costs. Therefore, as anticipated, the Board has ended the year with an operating accumulated surplus (reserve) of \$NIL.

The board does have \$3.8M in deferred operating revenues and \$14.5M in deferred capital grants to help support board activities in 2022/2023 and beyond.

The attached financial statements do not include the consolidation of the Ontario School Boards' Insurance Exchange (OSBIE). Correspondence received from the Ministry of Education on October 26, 2022 deferred the requirement to consolidate until the 2023 March Reporting cycle.

TB/MH/II

Attachment: 2021/2022 Year End Financial Statements



Durham Catholic District School Board

Consolidated Financial Statements

For the year ended August 31, 2022

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Management Report

Management's Responsibility for the Consolidated Financial Statements

The accompanying consolidated financial statements of the Durham Catholic District School Board are the responsibility of the Board's management and have been prepared in compliance with the Financial Administration Act, supplemented by Ontario Ministry of Education memorandum 2004:B2 and Ontario Regulation 395/11 of the Financial Administration Act, as described in Note 1 to the consolidated financial statements.

The preparation of consolidated financial statements necessarily involves the use of estimates based on management's judgement, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

Board management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by management (and by the Board's internal auditors).

The Audit Committee of the Board meets with the external auditors to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the consolidated financial statements.

The consolidated financial statements have been audited by Baker Tilly KDN LLP, independent external auditors appointed by the Board. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Board's consolidated financial statements.

Director of Education and
Chief Executive Officer

Superintendent of Business,
Finance and Facility Services

December 19, 2022



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INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees of the Durham Catholic District School Board

Opinion

We have audited the consolidated financial statements of the Durham Catholic District School Board ("the Board"), which comprise the consolidated statement of financial position as at August 31, 2022, and the consolidated statements of operations, change in net debt, and cash flows for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the Board as at August 31, 2022, and results of its consolidated operations, changes in consolidated net financial debt, and its consolidated cash flows for the year then ended in accordance with the Financial Administration Act supplemented by Ontario Ministry of Education memorandum 2004:B2 and Ontario Regulation 395/11 of the Financial Administration Act.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Consolidated Financial Statements section of our report. We are independent of the Board in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter

Without modifying our opinion, we draw attention to Note 1 to the consolidated financial statements which describes the basis of accounting used in the preparation of these consolidated financial statements and the significant differences between such basis of accounting and Canadian Public Sector Accounting Standards.

ASSURANCE • TAX • ADVISORY

Baker Tilly KDN LLP is a member of Baker Tilly Canada Cooperative, which is a member of the global network of Baker Tilly International Limited. All members of Baker Tilly Canada Cooperative and Baker Tilly International Limited are separate and independent legal entities.

Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with the Financial Administration Act supplemented by Ontario Ministry of Education memorandum 2004:B2 and Ontario Regulation 395/11 of the Financial Administration Act, and for such internal controls as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the Board's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Board or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Board's financial reporting process.

Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Board's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Board's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Board to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the consolidated financial information of the entities or business activities within the Board to express an opinion on the consolidated financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants
Licensed Public Accountants

Peterborough, Ontario
TBD

Durham Catholic District School Board
Consolidated Statement of Financial Position

August 31	2022	2021
Financial assets		
Cash and cash equivalents	\$ 10,130,838	\$ 17,225,242
Temporary investments (Note 2)	15,495	14,710
Accounts receivable - Other (Note 3)	17,555,549	15,332,037
Accounts receivable - Government of Ontario - Approved Capital (Note 4)	35,290,212	42,763,606
Assets held for sale (Note 5)	21,008,977	21,008,977
	<u>84,001,071</u>	<u>96,344,572</u>
Financial liabilities		
Bank indebtedness (Note 6)	10,000,000	16,027,195
Accounts payable and accrued liabilities	9,923,328	18,448,974
Accrued interest on long term debt	381,177	449,301
Deferred revenue (Note 7)	18,448,288	9,791,127
Deferred capital contributions (Note 8)	265,100,308	264,660,314
Retirement and other employee future benefits (Note 9)	4,303,361	4,189,909
Debenture Debt and Capital Loans (Note 10)	27,510,456	32,616,863
	<u>335,666,918</u>	<u>346,183,683</u>
Net debt (Page 9)	<u>(251,665,847)</u>	<u>(249,839,111)</u>
Non-financial assets		
Prepaid expenses	2,286,144	1,677,864
Tangible capital assets (Note 14)	322,114,314	318,303,359
	<u>324,400,458</u>	<u>319,981,223</u>
Accumulated Surplus (Note 15)	\$ <u>72,734,611</u>	\$ <u>70,142,112</u>

Contractual obligations and contingent liabilities (Note 17)

Approved by

 Director of Education and
 Chief Executive Officer

 Superintendent of Business, Finance and
 Facility Services

See accompanying notes to the consolidated financial statements.

Durham Catholic District School Board
Consolidated Statement of Operations and Accumulated Surplus

Year ended August 31	Budget 2022 (Unaudited)	Actual 2022	Actual 2021
Revenues			
Provincial grants - Grants for Student Needs (Note 12)	\$ 252,095,429	\$ 251,229,614	\$ 246,215,895
Provincial grants - Other	10,688,248	15,944,605	12,243,626
School generated funds	3,500,000	3,773,008	971,307
Federal grants and fees	769,137	719,361	1,197,425
Investment income	-	72,398	87,452
Recovery of transportation costs (Note 18)	24,747,814	22,621,456	22,595,664
Amortization of deferred capital contributions (Note 8)	14,005,516	13,630,731	11,949,424
Education development charges	901,676	3,205,586	8,150,931
Other fees and revenues	3,995,509	3,168,949	2,650,396
	<u>310,703,329</u>	<u>314,365,708</u>	<u>306,062,120</u>
Expenditures			
Instruction	227,335,825	228,408,544	219,522,298
Administration	7,986,425	7,267,313	7,038,736
Transportation (Note 18)	33,667,517	31,142,279	31,303,714
Pupil accommodation	39,582,153	41,379,665	40,423,335
School generated funds	3,500,000	3,575,408	1,943,344
	<u>312,071,920</u>	<u>311,773,209</u>	<u>300,231,427</u>
Annual surplus (deficit)	(1,368,591)	2,592,499	5,830,693
Accumulated surplus, beginning of year	<u>70,142,112</u>	<u>70,142,112</u>	<u>64,311,419</u>
Accumulated surplus, end of year	\$ <u>68,773,521</u>	\$ <u>72,734,611</u>	\$ <u>70,142,112</u>

See accompanying notes to the consolidated financial statements.

Durham Catholic District School Board
Consolidated Statement of Cash Flows

Year ended August 31	2022	2021
Operating activities		
Annual surplus	\$ 2,592,499	\$ 5,830,693
Non-cash charges to operations		
Amortization expense	13,962,422	13,540,306
Amortization of deferred capital contributions	(13,630,731)	(11,949,424)
Retirement and other employee future benefits	113,452	(657,604)
Sources (uses) of cash		
Accounts receivable - other	(2,223,512)	3,055,906
Prepaid expenses	(608,280)	1,858,512
Accounts payable and accrued liabilities	(8,525,646)	(3,581,227)
Accrued interest on long term debt	(68,124)	(64,699)
Deferred revenue - operating	641,167	732,384
Cash (applied to) provided by operating activities	<u>(7,746,753)</u>	<u>8,764,847</u>
Investing activities		
Change in temporary investments	<u>(785)</u>	<u>295,703</u>
Financing activities		
Principal repayment on net debt and capital loans	(5,106,407)	(4,860,244)
Additions to deferred capital contributions	14,070,725	21,838,157
Increase in deferred revenue - capital	8,015,994	802,954
Decrease in accounts receivable - Government of Ontario - Approved Capital	<u>7,473,394</u>	<u>3,127,973</u>
Cash provided by financing activities	<u>24,453,706</u>	<u>20,908,840</u>
Capital activities		
Purchase of tangible capital assets	<u>(17,773,377)</u>	<u>(22,468,127)</u>
Net (decrease) increase in cash and cash equivalents	(1,067,209)	7,501,263
Cash and cash equivalents, beginning of year	<u>1,198,047</u>	<u>(6,303,216)</u>
Cash and cash equivalents, end of year	\$ <u>130,838</u>	\$ <u>1,198,047</u>
Cash and cash equivalents consists of:		
Cash and cash equivalents	\$ 10,130,838	\$ 17,225,242
Bank indebtedness	<u>(10,000,000)</u>	<u>(16,027,195)</u>
Total cash and cash equivalents	\$ <u>130,838</u>	\$ <u>1,198,047</u>

See accompanying notes to the consolidated financial statements.

Durham Catholic District School Board
Consolidated Statement of Change in Net Debt

Year ended August 31	2022	2021
Annual surplus	\$ <u>2,592,499</u>	\$ <u>5,830,693</u>
Tangible capital asset activity		
Acquisition of tangible capital assets	(17,773,377)	(22,468,127)
Amortization of tangible capital assets	13,962,422	13,540,306
Transfer to assets held for sale	-	21,008,977
	<u>(3,810,955)</u>	<u>12,081,156</u>
Other non-financial asset activity		
Increase (decrease) in prepaid expenses	<u>(608,280)</u>	<u>1,858,512</u>
(Increase) decrease in net debt	(1,826,736)	19,770,361
Net debt, beginning of year	<u>(249,839,111)</u>	<u>(269,609,472)</u>
Net debt, end of year	\$ <u>(251,665,847)</u>	\$ <u>(249,839,111)</u>

See accompanying notes to the consolidated financial statements.

August 31, 2022

1. Significant Accounting Policies

The consolidated financial statements are prepared by management in accordance with the basis of accounting described below.

a) Basis of Accounting

These consolidated financial statements have been prepared in accordance with the Financial Administration Act supplemented by Ontario Ministry of Education memorandum 2004:B2 and Ontario Regulation 395/11 of the Financial Administration Act.

The Financial Administration Act requires that the consolidated financial statements be prepared in accordance with the accounting principles determined by the relevant Ministry of the Province of Ontario. A directive was provided by the Ontario Ministry of Education within memorandum 2004:B2 requiring school boards to adopt Canadian public sector accounting standards commencing with their year ended August 31, 2004 and that changes may be required to the application of these standards as a result of regulation.

In 2011, the government passed Ontario Regulation 395/11 of the Financial Administration Act. The Regulation requires that contributions received or receivable for the acquisition or development of depreciable tangible capital assets and contributions of depreciable tangible capital assets for use in providing services, be recorded as deferred capital contributions and be recognized as revenue in the consolidated statement of operations over the periods during which the asset is used to provide service at the same rate that amortization is recognized in respect of the related asset. The regulation further requires that if the net book value of the depreciable tangible capital asset is reduced for any reason other than amortization, a proportionate reduction of the deferred capital contribution along with a proportionate increase in the revenue be recognized. For Ontario school boards, these contributions include government transfers, externally restricted contributions and, historically, education property tax revenue.

The accounting policy requirements under Regulation 395/11 are significantly different from the requirements of Canadian Public Sector Accounting Standards which require that:

- Government transfers, which do not contain a stipulation that creates a liability, be recognized as revenue by the recipient when approved by the transferor and the eligibility criteria have been met in accordance with public sector accounting standard PS3410;
- Externally restricted contributions be recognized as revenue in the period in which the resources are used for the purpose or purposes specified in accordance with public sector accounting standard PS3100;

August 31, 2022

- Education property taxation revenue be reported as revenue when received or receivable in accordance with public sector accounting standard PS3510; and
- Budget figures be presented on the consolidated statement of change in net debt.

As a result, revenue recognized in the Consolidated Statement of Operations and certain related deferred revenues and deferred capital contributions would be recorded differently under Canadian Public Sector Accounting Standards.

b) Reporting Entity

The consolidated financial statements reflect the assets, liabilities, revenues and expenses of the reporting entity. The reporting entity is comprised of all organizations accountable for the administration of their financial affairs and resources to the Board and which are controlled by the Board.

School generated funds, which include the assets, liabilities, revenues and expenses of various organizations that exist at the school level and which are controlled by the Board are reflected in the consolidated financial statements.

Interdepartmental and inter-organizational transactions and balances between these organizations are eliminated.

c) Cash and Cash Equivalents

Cash and cash equivalents comprise of cash on hand, demand deposits and short-term investments. Short-term investments are highly liquid, subject to insignificant risk of changes in value and have a short maturity term of less than 90 days.

d) Temporary Investments

Temporary investments consist of marketable securities which are liquid short-term investments with maturities of between three months and one year at the date of acquisition, and are carried on the Consolidated Statement of Financial Position at cost.

e) Deferred Revenue

Certain amounts are received pursuant to legislation, regulation or agreement and may only be used in the conduct of certain programs or in the delivery of specific services and transactions. Deferred revenue includes an operating and a capital component:

August 31, 2022

- (i) Operating deferred revenue amounts are recognized as revenue in the fiscal year the related expenses are incurred or service performed.
- (ii) Capital deferred revenue represents capital contributions received that remain unspent as at year end. These amounts are recognized as deferred capital contributions in the year the amounts are spent.

f) Deferred Capital Contributions

Contributions received or receivable for the purpose of acquiring or developing a depreciable tangible capital asset for use in providing services, or any contributions in the form of depreciable tangible assets received or receivable for use in providing services, shall be recognized as deferred capital contribution as defined in Ontario Regulation 395/11 of the Financial Administration Act. These amounts are recognized as revenue at the same rate as the related tangible capital asset is amortized. The following items fall under this category:

- Government transfers received or receivable for capital purpose;
- Other restricted contributions received or receivable for capital purpose; and
- Education property taxation revenues which were historically used to fund capital assets.

g) Retirement and Other Employee Future Benefits

The Board provides defined retirement and other future benefits to specified employee groups. These benefits include pension, life insurance, health care benefits, dental benefits, retirement gratuity, worker's compensation and long-term disability benefits.

As part of ratified labour collective agreements for unionized employees that bargain centrally and ratified central discussions with the principals and vice-principals associations, the following Employee Life and Health Trusts (ELHTs) were established in 2016-2017: Elementary Teachers' Federation of Ontario – Education Workers (ETFO-EW) and Ontario English Catholic Teachers' Association (OECTA). The following ELHTs were established in 2017-2018: Education Workers' Alliance of Ontario (EWAO), Canadian Union of Public Employees (CUPE), ONE-T for non-unionized employees including principals and vice-principals. The ELHTs provide health, life and dental benefits to teachers (excluding daily occasional teachers), education workers (excluding temporary staff), other school board staff and retired individuals up to a school board's participation date into the ELHT. These benefits are being provided through a joint governance structure between the bargaining/employee groups, school board trustees associations and the Government of Ontario. Upon transition of the employee groups' health, dental and life benefits plans to the

August 31, 2022

ELHT, school boards are required to remit a negotiated amount per full-time equivalency (FTE) on a monthly basis. Funding for the ELHTs is based on the existing benefits funding embedded within the Grants for Student Needs (GSN), additional ministry funding in the form of a Crown contribution as well as a Stabilization Adjustment.

Depending on prior arrangements and employee group, the Board provides health, dental and life insurance benefits for retired individuals for all groups and continues to have a liability for payment of benefits for some retirees who are retired under these plans.

The Board has adopted the following policies with respect to accounting for these employee benefits:

- (i) The costs of self-insured employee future benefit plans are actuarially determined using management's best estimate of salary escalation, accumulated sick days at retirement, insurance and health care costs trends, disability recovery rates, long-term inflation rates and discount rates. The cost of retirement gratuities are actuarially determined using the employee's salary, banked sick days and years of service as at August 31, 2012 and management's best estimate of discount rates. Any actuarial gains and losses arising from changes to the discount rate are amortized over the expected average remaining service life of the employee group.

For other employee future benefits that vest or accumulate over the periods of service provided by employees, such as life insurance and health care benefits for retirees, the cost is actuarially determined using the projected benefits method prorated on service. Under this method, the benefit costs are recognized over the expected average service life of the employee group.

For those self-insured benefit obligations that arise from specific events that occur from time to time, such as obligations for worker's compensation, long-term disability and life insurance and health care benefits for those on disability leave, the cost is recognized immediately in the period the events occur. Any actuarial gains and losses that are related to these benefits are recognized immediately in the period they arise.

- (ii) The costs of multi-employer defined pension plan benefits, such as the Ontario Municipal Employees Retirement System pensions, are the employer's contributions due to the plan in the period.
- (iii) The costs of insured benefits are the employer's portion of insurance premiums owed for coverage of employees during the period.

August 31, 2022

h) Tangible Capital Assets

Tangible capital assets are recorded at historical cost less accumulated amortization. Historical cost includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset, as well as interest related to financing during construction. When historical cost records were not available, other methods were used to estimate the costs and accumulated amortization.

Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

Tangible capital assets, except land, are amortized on a straight line basis over their estimated useful lives as follows:

Asset	Estimated Useful Life in Years
Land improvements with finite lives	15
Buildings and building improvements	40
Portable Structures	20
Other Buildings	20
First-time equipping of schools	10
Furniture	10
Equipment	5-15
Computer hardware	3
Computer software	5
Vehicles	5-10

Assets under construction and assets that relate to pre-acquisition and pre-construction costs are not amortized until the asset is available for productive use.

Land permanently removed from service and held for resale is recorded at the lower of cost and estimated net realizable value. Cost includes amounts for improvements to prepare the land for sale or servicing. Buildings permanently removed from service and held for resale cease to be amortized and are recorded at the lower of carrying value and estimated net realizable value. Works of art and cultural and historic assets are not recorded as assets in these consolidated financial statements.

August 31, 2022

i) Government Transfers

Government transfers, which include legislative grants, are recognized in the consolidated financial statements in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met and reasonable estimates of the amount can be made. If government transfers contain stipulations which give rise to a liability, they are deferred and recognized in revenue when the stipulations are met.

Government transfers for capital are deferred as required by Regulation 395/11, recorded as deferred capital contributions (DCC) and recognized as revenue in the consolidated statement of operations at the same rate and over the same periods as the asset is amortized.

j) Investment Income

Investment income is reported as revenue in the period earned.

When required by the funding government or related Act, investment income earned on externally restricted funds such as pupil accommodation, education development charges and special education forms part of the respective deferred revenue balances.

k) Budget Figures

Budget figures have been provided for comparison purposes and have been derived from the budget approved by the Trustees. The budget approved by the Trustees is developed in accordance with the provincially mandated funding model for school boards and is used to manage program spending within the guidelines of the funding model. The budget figures are unaudited.

l) Use of Estimates

The preparation of consolidated financial statements in conformity with the basis of accounting described in Note 1a requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements, and the reported amounts of revenues and expenses during the year. Accounts subject to significant estimates include employee future benefits, estimated useful lives of tangible capital assets and historical cost of tangible capital assets. Actual results could differ from these estimates.

August 31, 2022

m) Non-Financial Assets

Tangible capital and other non-financial assets are accounted for as assets by the Board because they can be used to provide services in future periods. These assets do not normally provide resources to discharge the liabilities of the Board unless they are sold.

n) Education Property Tax Revenue

Under Canadian Public Sector Accounting Standards, the entity that determines and sets the tax levy records the revenue in the financial statements, which in the case of the Board, is the Province of Ontario. As a result, education property tax revenue received from the municipalities is recorded as part of Provincial Grants for Student Needs.

o) Revenue Recognition

- (i) **Recovery of Transportation Costs:** Recovery of transportation costs are recognized as revenue in accordance with the terms of the Durham Student Transportation Services Consortium agreement.
- (ii) **School Generated Funds:** School generated funds revenues consist of revenues for various school activities and are recognized as revenue in the year the activities occur.
- (iii) **Education Development Charges:** Education development charges are recognized as revenue in the period in which the related eligible expenditures are recorded.

2. Temporary Investments

Temporary investments are comprised as follows:

	2022		2021	
	Cost \$	Market Value \$	Cost \$	Market Value \$
Money Market Funds	15,495	15,495	14,710	14,710

August 31, 2022

3. Accounts Receivable – Other

The Ministry of Education introduced a cash management strategy effective September 1, 2018. As part of the strategy, the ministry delays part of the grant payment to school boards where the adjusted accumulated surplus and deferred revenue balances are in excess of certain criteria set out by the Ministry. The balance of delayed grant payments included in Accounts Receivable - Other at August 31, 2022 is \$2,461,703 (2021 - \$2,444,545).

4. Accounts Receivable – Government of Ontario

The Province of Ontario replaced variable capital funding with a one-time debt support grant in 2009-10. Durham Catholic District School Board received a one-time grant that recognized capital debt as of August 31, 2010 that is supported by the existing capital programs. The Board receives this grant in cash over the remaining term of the existing capital debt instruments. The Board may also receive yearly capital grants to support capital programs which would be reflected in this account receivable.

The Board has an account receivable from the Province of Ontario of \$35,290,212 as at August 31, 2022 (2021 - \$42,763,606) with respect to capital grants.

5. Assets Held For Sale

As of August 31, 2022, \$21,008,977 (2021 - \$21,008,977) related to vacant land was recorded as assets held for sale. The Board declared the vacant Brooklin secondary school site and the vacant Ajax-Audley elementary school site as surplus to its needs and not required for the purposes of the Board.

6. Bank Indebtedness

The Board has lines of credit available to the maximum of \$90,000,000 to address operating requirements and to bridge capital expenditures.

Interest on these credit facilities are at the bank's prime lending rate. All loans are unsecured, due on demand and are in the form of bank overdrafts.

As at August 31, 2022 the amount drawn under these facilities was \$10,000,000 (2021 - \$16,027,195). In addition, the Board has outstanding letters of credit in the amount of \$247,607 (2021 - \$247,607) as at August 31, 2022.

August 31, 2022

7. Deferred Revenue

Revenues received and that have been set aside for specific purposes by legislation, regulation or agreement are included in deferred revenue and reported on the Consolidated Statement of Financial Position.

Deferred revenue set-aside for specific purposes by legislation, regulation or agreement as at August 31, 2022 is comprised of:

	Balance as at August 31, 2021	Externally restricted revenue and investment income	Revenue recognized in the period	Transfers to (from) deferred capital contributions	Balance as at August 31, 2022
Legislative Grants	\$2,343,351	\$37,294,914	\$37,764,643	\$-	\$1,873,622
Other Ministry Grants	654,583	10,266,074	9,445,069	-	1,475,588
Other Provincial Grants	-	474,139	455,246	-	18,893
Other	234,413	1,070,179	799,181	-	505,411
Total Deferred Revenue - Operating	3,232,347	49,105,306	48,464,139	-	3,873,514
School Renewal	3,733,056	3,106,303	1,062,706	2,247,043	3,529,610
Other Ministry Grants	364,022	1,935,375	1,609,176	-	690,221
Education Development Charges	-	11,098,827	3,205,586	-	7,893,241
Proceeds of Disposition	2,461,702	-	-	-	2,461,702
Total Deferred Revenue – Capital	6,558,780	16,140,505	5,877,468	2,247,043	14,574,774
Total Deferred Revenue	\$9,791,127	\$65,245,811	\$54,341,607	\$2,247,043	\$18,448,288

August 31, 2022

8. Deferred Capital Contributions

Deferred capital contributions include grants and contributions received that are used for the acquisition of tangible capital assets in accordance with Ontario Regulation 395/11 that have been expended by year end. The contributions are amortized into revenue over the life of the asset acquired.

	2022	2021
Balance, beginning of year	\$264,660,314	\$254,771,581
Additions to deferred capital contributions	14,070,725	21,838,157
Revenue recognized in the period	(13,630,731)	(11,949,424)
Balance as at August 31	\$265,100,308	\$264,660,314

August 31, 2022

9. Retirement and Other Employee Future Benefits

Retirement and Other Employee Future Benefit Liabilities	2022			2021
	Retirement Benefits	Other Employee Future Benefits	Total Employee Future Benefits	Total Employee Future Benefits
Accrued Employee Future Benefit Obligations at August 31	\$768,180	\$3,533,394	\$4,301,574	\$4,192,991
Unamortized Actuarial (Loss) at August 31	(1,787)	-	(1,787)	(3,082)
Employee Future Benefits Liability at August 31	\$769,967	\$3,533,394	\$4,303,361	\$4,189,909
Change in Retirement and Other Employee Future Benefit Obligations	2022			2021
	Retirement Benefits	Other Employee Future Benefits	Total Employee Future Benefits	Total Employee Future Benefits
Current Year Benefit Cost ¹	\$-	\$1,308,159	\$1,308,159	\$293,397
Interest on Accrued Benefit Obligation	17,150	45,551	62,701	61,105
Change due to plan amendment	-	-	-	108,192
Recognized Actuarial Gains	(81,898)	-	(81,898)	(173,010)
Benefit Payments	(229,984)	(1,037,054)	(1,267,038)	(947,288)
	\$(294,732)	\$408,184	\$113,452	\$(657,604)

1 Excluding pension contributions to the Ontario Municipal Employees Retirement System, a multi-employer pension plan, described below.

August 31, 2022

Retirement Benefits**(i) Ontario Teacher's Pension Plan**

Teachers and related employee groups are eligible to be members of Ontario Teacher's Pension Plan. Employer contributions for these employees are provided directly by the Province of Ontario. The pension costs and obligations related to this plan are a direct responsibility of the Province. Accordingly, no costs or liabilities related to this plan are included in the Board's consolidated financial statements.

(ii) Ontario Municipal Employees Retirement System

All non-teaching employees of the Board are eligible to be members of the Ontario Municipal Employees Retirement System (OMERS), a multi-employer pension plan. The plan provides defined pension benefits to employees based on their length of service and rates of pay. The Board contributions equal the employee contributions to the plan. During the year ended August 31, 2022, the Board contributed \$3,883,055 (2021 - \$3,955,721) to the plan. As this is a multi-employer pension plan, these contributions are the Board's pension benefit expenses. No pension liability for this type of plan is included in the Board's consolidated financial statements.

(iii) Retirement Gratuities

The Board provides retirement gratuities to certain groups of employees hired prior to specified dates. The amount of the gratuities payable to eligible employees at retirement is based on their salary, accumulated sick days, and years of service at August 31, 2012. The Board provides these benefits through an unfunded defined benefit plan. The benefit costs and liabilities related to this plan are included in the Board's consolidated financial statements.

(iv) Retirement Life Insurance and Health Care Benefits

The Board provides life insurance, dental and health care benefits to certain employee groups after retirement until the members reach 65 years of age. The premiums are based on the Board experience and retirees' premiums may be subsidized by the Board. The benefit costs and liabilities related to the plan are provided through an unfunded defined benefit plan and are included in the Board's consolidated financial statements. Effective September 1, 2013, employees retiring on or after this date, do not qualify for board subsidized premiums or contributions.

August 31, 2022

Other Employee Future Benefits**(i) Workplace Safety and Insurance Board Obligations**

The Board is a Schedule 2 employer under the Workplace Safety and Insurance Act and, as such, assumes responsibility for the payment of all claims to its injured workers under the Act. The Board does not fund these obligations in advance of payments made under the Act. The benefit costs and liabilities related to this plan are included in the Board's consolidated financial statements. Plan changes made in 2012 requires school boards to provide salary top-up to a maximum of 4 ½ years for employees receiving payments from the Workplace Safety and Insurance Board, where the previously negotiated collective agreements included such provision.

(ii) Long-Term Disability Life Insurance and Health Care Benefits

The Board provides life insurance, dental and health care benefits to all employees on long-term disability leave. The Board is responsible for the payment of life insurance premiums and the costs of health care benefits under this plan. The Board provides these benefits through an unfunded defined benefit plan. The costs of salary compensation paid to employees on long-term disability leave are fully insured and not included in this plan.

(iii) Sick Leave Top-up Benefits

As a result of changes made in 2013 to the short term sick leave and disability plan, a maximum of 11 unused sick leave days from the current year may be carried forward into the following year only, to be used to top-up salary for illnesses paid through the short-term and disability plan in that year. The benefit costs and liabilities related to this plan are included in the Board's consolidated financial statements.

For accounting purposes, the valuation of the accrued benefit obligation for the sick leave top-up is based on actuarial assumptions about future events determined as at August 31, 2022 and is based on the average daily salary and banked sick days of employees as at August 31, 2022.

August 31, 2022

Actuarial Assumptions

The accrued benefit obligations for employee future benefit plans as at August 31, 2022 are based on the most recent actuarial valuations completed for accounting purposes as at August 31, 2022. These valuations take into account the plan changes outlined above and the economic assumptions used in these valuations are the Board's best estimates of expected rates of:

	2022	2021
	%	%
Inflation	2.00	1.80
Insurance and health care cost escalation	3.00-5.00	4.50-7.25
Discount on accrued benefit obligations	3.90	1.80

August 31, 2022

10. Debenture Debt and Capital Loans

Debenture debt and capital loans reported on the Consolidated Statement of Financial Position is comprised of the following:

	2022	2021
CIBC Mellon Global Series 2000 – A1 debenture, repayable semi-annually at \$944,244 principal and interest, with an effective interest rate of 7.20%, maturing June 2025	\$5,014,971	\$6,463,694
Ontario Financing Authority, term loan, repayable semi-annually at \$93,943 principal and interest at 4.56% due November 2031	1,435,545	1,553,907
Ontario Financing Authority, term loan, repayable semi-annually at \$86,308 principal and interest at 4.95%, due March 2033	1,433,899	1,532,612
Ontario Financing Authority, term loan, repayable semi-annually at \$25,973 principal and interest at 5.28%, due April 2035	483,112	508,771
Ontario Financing Authority, term loan, repayable semi-annually at \$380,620 principal and interest at 5.28%, due April 2035	7,079,694	7,455,706
Ontario Financing Authority, term loan, repayable semi-annually at \$65,392 principal and interest at 5.28%, due April 2035	1,216,324	1,280,924
Ontario Financing Authority, term loan, repayable semi-annually at \$1,745,072 principal and interest at 3.94%, due September 2025	10,846,911	13,821,249
Balance as at August 31	\$27,510,456	\$32,616,863

August 31, 2022

Principal and interest payments relating to net debenture debt and capital loans of \$27,510,456 outstanding as at August 31, 2022 are due as follows:

	Principal	Interest Payments	Total
2022	\$5,366,060	\$1,317,046	\$6,683,106
2023	5,640,020	1,043,086	6,683,106
2024	5,929,132	753,974	6,683,106
2025	2,029,284	486,027	2,515,311
2026	877,894	426,778	1,304,672
Thereafter	7,668,066	1,641,644	9,309,710
Total	\$27,510,456	\$5,668,555	\$33,179,011

Interest on long-term debt amounted to \$1,508,576 (2021 - \$1,758,164).

11. Debt Charges and Capital Loans and Leases Interest

	2022	2021
Principal payments on long-term liabilities	\$5,106,407	\$4,860,244
Interest payments on long-term liabilities	1,576,699	1,822,862
	\$6,683,106	\$6,683,106

August 31, 2022

12. Grants for Student Needs

School boards in Ontario receive the majority of their funding from the provincial government. This funding comes in two forms: provincial legislative grants and local taxation in the form of education property tax. The provincial government sets the education property tax rate. Municipalities in which the board operates collect and remit education property taxes on behalf of the Province of Ontario. The Province of Ontario provides additional funding up to the level set by the education funding formulas. The payment amounts of this funding are as follows:

	2022	2021
Provincial Legislative Grants	\$212,128,226	\$205,706,094
Education Property Tax	39,101,388	40,509,801
	\$251,229,614	\$246,215,895

13. Expenses by Object

The following is a summary of the expenses reported on the Consolidated Statement of Operations by object:

	2022 Budget (Unaudited)	2022 Actual	2021 Actual
Expenses:			
Salary and wages	\$197,742,445	\$199,859,011	\$192,683,497
Employee benefits	36,226,915	36,574,815	33,661,381
Staff development	993,331	525,782	401,323
Supplies and services	18,445,616	16,612,390	17,404,037
Interest charges on capital	1,556,979	1,508,576	1,758,164
Rental	1,472,555	1,418,950	1,460,735
Fees and contract services	37,571,511	37,364,958	36,942,679
School fund activities	3,500,000	3,575,408	1,943,344
Other	354,393	370,897	435,961
Amortization	14,208,175	13,962,422	13,540,306
	\$312,071,920	\$311,773,209	\$300,231,427

14. Tangible Capital Assets

	Cost (in 000's)					Accumulated Amortization (in 000's)					Net Book Value (in 000's)	
	Balance at September 1, 2021	Additions and Transfers	Disposals	Transfer to Assets Held for Sale	Balance at August 31, 2022	Balance at September 1, 2021	Amortization	Disposals, Write-offs, Adjustments	Transfer to Assets Held for Sale	Balance at August 31, 2022	August 31, 2022	August 31, 2021
Land	\$48,951	\$2,592	\$-	\$-	\$51,543	\$-	\$-	\$-	\$-	\$-	\$51,543	\$48,951
Land Improvements	8,062	1,309	-	-	9,371	3,994	632	-	-	4,626	4,745	4,068
Buildings	416,505	12,340	-	-	428,845	157,675	11,187	-	-	168,862	259,983	258,830
Portable Structures	6,454	-	-	-	6,454	5,889	67	-	-	5,956	498	565
First time equipping	3,679	-	86	-	3,593	1,766	337	86	-	2,017	1,576	1,913
Furniture	914	-	17	-	897	645	84	17	-	712	185	269
Equipment	1,314	87	257	-	1,144	701	108	257	-	552	592	613
Computer hardware	3,491	1,428	6	-	4,913	1,369	1,302	6	-	2,665	2,248	2,122
Computer software	2,760	10	1,640	-	1,130	1,997	213	1,640	-	570	560	763
Vehicles	401	7	87	-	321	191	32	87	-	136	185	210
Total	\$492,531	\$17,773	\$2,093	\$-	\$508,211	\$174,227	\$13,962	\$2,093	\$	\$186,096	\$322,115	\$318,304

a) Assets under construction: Assets under construction having a value of \$126,540 (2021 - \$11,613,622) have not been amortized. Amortization of these assets will commence when the asset is put into service. Included in the additions for the year is capitalized interest in the amount of \$40,947 (2021 - \$66,761).

b) Write-down of Tangible Capital Assets: There were no write-downs of tangible capital assets during the year (2021 - \$NIL).

August 31, 2022

15. Accumulated Surplus

	2022	2021
Accumulated Surplus:		
Amounts restricted for future use by Board motion	\$-	\$1,566,771
Invested in land	72,526,405	69,057,273
Other	208,206	(481,932)
Total	\$72,734,611	\$70,142,112

Comprised of:

Year ended August 31	2022	2021
Amounts restricted for future use by Board motion		
Operating (a)	\$-	\$1,566,771
Invested in land (b)	72,526,405	69,057,273
Other		
Committed sinking fund interest	1,220,759	1,316,130
Interest on long term debt	(381,176)	(449,300)
School generated funds	1,853,380	1,655,780
Employee benefits and post employment liabilities	(2,484,757)	(3,004,542)
Sub Total (c)	208,206	(481,932)
Total (a) + (b) + (c)	\$72,734,611	\$70,142,112

August 31, 2022

16. Ontario School Board Insurance Exchange (OSBIE)

The school board is a member of the Ontario School Board Insurance Exchange (OSBIE), a reciprocal insurance company licensed under the Insurance Act. OSBIE insures general public liability, property damage and certain other risks. Liability insurance is available to a maximum of \$20 million per occurrence.

The ultimate premiums over a five-year period are based on the reciprocal's and the Board's actual claims experience. Periodically, the Board may receive a refund or be asked to pay an additional premium based on its pro rata share of claims experience.

17. Contractual Obligations and Contingent Liabilities

The Board has entered into contractual obligations for completion of school projects and capital initiatives. The Board has outstanding commitments of \$8,852,706 as at August 31, 2022 that will be incurred as capital expenditures in future years as the projects are completed.

The Board has entered into operating leases for premises in Ajax and Oshawa. In addition, the Board has entered into operating leases for computer equipment. The minimum annual lease payments for the next five years and thereafter are as follows:

Year	Amount
2023	\$1,462,952
2024	1,224,740
2025	1,077,389
2026	1,038,227
2027	1,064,943
Thereafter	3,147,787
	\$9,016,038

The Board is contingently liable with respect to litigation and claims, which arise from time to time in normal course of business. In the opinion of management, the liability that may arise from such contingencies would not have a significant adverse effect on the financial position of the Board, and therefore, no amounts have been recorded in these financial statements.

August 31, 2022

18. Durham Student Transportation Services (DSTS) Consortium**Transportation Consortium**

On December 19, 2005, the Board entered into an agreement with the Durham District School Board (DDSB) in order to provide common administration of student transportation in the Region. This agreement was executed in an effort to increase delivery efficiency and cost effectiveness of student transportation for each of the Boards. Under the agreement, decisions related to the financial and operating activities of the Durham Student Transportation Services (DSTS) are shared. No member Board is in a position to exercise unilateral control.

As part of the agreement both Boards directly remunerate the employees who were previously working exclusively for their respective Boards. All other expenses are paid by the Durham Catholic District School Board (DCDSB) on behalf of the Consortium with a monthly recovery from the Durham District School Board with a final cash flow reconciliation done at year-end. As such the Consolidated Financial Statements for the Durham Catholic District School Board reflect all payments made on behalf of the consortium as shown on the Consolidated Statement of Operations and the corresponding recovery from the Durham District School Board of \$22,621,456 is recorded as revenue in this Statement.

A summary of these transactions are as follows:

Expenditure	DDSB	DCDSB	Total 2022	Total 2021
Student Transportation	\$21,025,230	\$7,406,125	\$28,431,355	\$29,026,544
Administrative Costs	2,506,630	1,114,698	3,621,328	3,058,163
Total Expenditures	23,531,860	8,520,823	32,052,683	32,084,707
Administrative Costs Paid Directly by DDSB	(910,404)	-	(910,404)	(780,993)
Total	\$22,621,456	\$8,520,823	\$31,142,279	\$31,303,714

August 31, 2022

19. In-Kind Transfers from the Ministry of Government and Consumer Services

The Board has recorded entries, both revenues and expenses, associated with centrally procured in-kind transfers of personal protective equipment (PPE) and critical supplies and equipment (CSE) received from the Ministry of Government and Consumer Services (MGCS). The amounts recorded were calculated based on the weighted average cost of the supplies as determined by MGCS and quantity information based on the board's records. The in-kind revenue recorded for these transfers is \$2,810,662 (2021 -\$1,027,865) with expenses based on use of \$2,810,662 (\$1,027,865) for a net impact of \$NIL.

20. Subsequent Event

Subsequent to the year ended August 31, 2022, the Board sold the vacant Ajax-Audley elementary school site for the amount of \$17,150,299. This property is included in Assets Held for Sale on the Consolidated Statement of Financial Position.

21. Impact of Covid-19

On March 11, 2020 the COVID-19 outbreak was declared a pandemic by the World Health Organization. Since this time, the pandemic has had significant financial, market and social impacts, due to government-imposed lockdowns and social distancing requirements. The board has experienced physical closure of schools based on public health recommendations, implemented temporary virtual schooling, implemented mandatory working from home requirements for those able to do so, and cancelled fundraising events and other programs.

The duration and ongoing impact of the COVID-19 pandemic remains unclear at this time. Although all 2021-22 financial impacts were managed, the full extent of the financial impact on the financial position and results of the board for future periods is not possible to reliably estimate.

22. Future Accounting Standard Adoption

The board is in the process of assessing the impact of the upcoming new standards and the extent of the impact of their adoption on its financial statements.

While the timing of standard adoption can vary, certain standards must be adopted concurrently. The requirements in PS 1201 *Financial Statement Presentation*, PS 2601 *Foreign Currency Translation*, PS 3041 *Portfolio Investments* and PS 3450 *Financial Instruments* must be implemented at the same time. The board has not adopted any new accounting standards for the year ended August 31, 2022.

August 31, 2022

- i. Standards applicable for fiscal years beginning on or after April 1, 2022 (in effect for the board as of September 1, 2022 for the year ending August 31, 2023):

PS1201 *Financial Statement Presentation* replaces PS 1200 *Financial Statement Presentation*. This standard establishes general reporting principles and standards for the disclosure of information in government financial statements. The standard introduces the Statement of Remeasurement Gains and Losses separate from the Statement of Operations. Requirements in PS 2601 *Foreign Currency Translation*, PS 3450 *Financial Instruments*, and PS 3041 *Portfolio Investments*, which are required to be adopted at the same time, can give rise to the presentation of gains and losses as remeasurement gains and losses.

PS 2601 *Foreign Currency Translation* replaces PS 2600 *Foreign Currency Translation*. The standard requires monetary assets and liabilities denominated in a foreign currency and non-monetary items denominated in a foreign currency that are reported as fair value, to be adjusted to reflect the exchange rates in effect at the financial statement date. Unrealized gains and losses arising from foreign currency changes are presented in the new Statement of Remeasurement Gains and Losses.

PS 3401 *Portfolio Investments* replaces PS 3040 *Portfolio Investments*. The standard provides revised guidance on accounting for, and presentation and disclosure of, portfolio investments to conform to PS 3450 *Financial Instruments*. The distinction between temporary and portfolio investments has been removed in the new standard, and upon adoption, PS 3030 *Temporary Investments* will no longer apply.

PS 3280 *Asset Retirement Obligations (ARO)* establishes the accounting and reporting requirements for legal obligations associated with the retirement of tangible capital assets controlled by a government or government organization. A liability for a retirement obligation can apply to tangible capital assets either in productive use or no longer in productive use.

PS 3450 *Financial Instruments* establishes accounting and reporting requirements for all types of financial instruments including derivatives. The standard requires fair value measurement of derivatives and portfolio investments in equity instruments that are quoted in an active market. All other financial instruments will generally be measured at cost or amortized cost. Unrealized gains and losses arising from changes in fair value are presented in the Statement of Remeasurement Gains and Losses.

August 31, 2022

- ii. Standards applicable for fiscal years beginning on or after April 1, 2023 (in effect for the board for as of September 1, 2023 for the year ending August 1, 2024):

PS 3400 *Revenue* establishes standards on how to account for and report on revenue, specifically differentiating between transactions that include performance obligations (i.e. the payor expects a good or service from the public sector entity), referred to as exchange transactions, and transactions that do not have performance obligations, referred to as non-exchange transactions.



Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: December 19, 2022

Subject: **2022/2023 Budget - Revised Estimates**

Origin: Marie Hammond, Chief Financial Officer

Recommendations

Moved by , seconded by

“THAT the Durham Catholic District School Board approve the 2022/2023 Budget - Revised Estimates.”

Rationale

In the fall of each year, School Boards are required to prepare Revised Estimates based on enrolment changes, funding announcements and updated operational needs. Adjustments are made to include new information which was not known when the initial 2022/2023 school year budget was approved in June 2022.

Revised estimates of revenue and expenditures have been prepared using actual enrolment as at October 31, 2022 and revised projections for March 31, 2023. Overall enrolment has increased by 352 students from the estimate used in the initial 2022/2023 budget. Staff will provide an overview of the attached 2021/2022 Revised Estimates budget summary at the December 19, 2022 Board meeting.

TB/MH:II
Attachment

Table One – 2022/2023 Projected Enrolment

Panel	Revised Estimates	Estimates	Difference
Elementary	15,225	14,929	296
Secondary	6,599	6,543	56
Total	21,824	21,472	352

Table Two – 2022/2023 Anticipated Operating Revenue

Category	Revised Estimates	Estimates
Ministry – Grants for Student Needs (GSN)	\$258,135,456	\$258,879,746
Ministry – Priorities and Partnerships Funding (PPF)	4,925,990	2,246,825
Recoveries – Secondments	1,171,981	1,074,814
Government of Canada	721,599	721,599
Other Provincial Agencies	1,049,208	884,614
Community Use of Schools	750,000	750,000
Continuing Education Fees	200,000	200,000
International Students	816,675	600,000
Child Care and Partnerships	926,500	850,000
Incentive Revenue	115,322	115,322
School Generated Funds	5,000,000	5,000,000
Provision from Operating Accumulated Surplus	<u>NIL</u>	<u>NIL</u>
	<u>\$273,812,731</u>	<u>\$271,322,920</u>

Table Three – Operating Accumulated Surplus

Balance, August 31, 2022	\$NIL
2022/2023 Provision	<u>266,064</u>
Anticipated Balance, August 31, 2023	<u>\$266,064</u>

2022/2023 Planned Operating Expenses

Category	Revised Estimates	Estimates
Salaries, Benefits and Supply Costs	\$233,240,071	\$234,305,957
Student Transportation	7,950,639	7,950,639
Facilities Services	10,009,871	9,394,130
School Budgets	2,299,050	2,271,319
Information and Communication Technology	3,427,967	3,255,800
Academic Services	9,312,466	6,961,546
Business Services	186,000	186,000
Human Resources, Health and Safety	708,972	598,174
Mileage and Travel Allowances	483,738	471,462
Director's Office and Board Administration	221,000	221,000
Legal and Professional Services	360,109	360,109
Trustees and Student Representatives	225,084	225,084
Corporate Communications	121,700	121,700
School Generated Funds	5,000,000	5,000,000
Provision to Operating Accumulated Surplus	<u>266,064</u>	<u>0</u>
	<u>\$273,812,731</u>	<u>\$271,322,920</u>

Academic Services includes:

- Teaching and Learning
- Student Services
- Equity and Diversity
- Indigenous Studies
- Faith Formation
- French Immersion
- Early Years
- Safe & Healthy Schools
- Student Success
- Student Achievement
- Continuing Education
- Alternative Education
- International Education

2022/2023 Staffing Summary by Position

Employee Group	Revised Estimates	Estimates	Difference
Elementary Teachers (Note 1)	909.68	895.84	13.84
Secondary Teachers (Note 1)	435.16	431.33	3.83
Coordinators and Consultants (Note 2, 3)	34.50	29.50	5.00
Principals and Vice-Principals (Note 1)	77.67	77.00	0.67
Secondments (External/Capital)	9.83	8.83	1.00
Senior Administration	12.00	12.00	0.00
Middle Management/Non-Union	64.00	64.00	0.00
Faith Formation	8.00	8.00	0.00
Student Services	46.30	46.30	0.00
Educational Assistants (Note 1, 4)	321.00	313.00	8.00
Early Childhood Educators (Note 1)	97.00	88.00	9.00
Custodial and Maintenance	169.00	169.00	0.00
Secretarial/Clerical/Technical (Note 3)	112.50	111.50	1.00
Trustees	8.00	8.00	0.00
Total	2,304.64	2,262.30	42.34

Note 1 – Staffing levels have been adjusted to incorporate enrolment changes.

Note 2 – Includes the addition of an equity consultant.

Note 3 - Additional central staff as well as an administrative position supported through the Indigenous Education envelope.

Note 4 – Additional Ministry funding has been received through Priorities and Partnerships Funding (PPF) which supports additional educational assistants.

2022/2023 Non-Operating Budget

Table One – Revenue Sources

Capital Priorities Funding	\$24,450,835
School Renewal	6,675,973
School Condition Allocation	13,234,015
Sale of Ajax-Audley Elementary School Site	17,150,299
Multi-year Technology Program	455,000
Ministry Funded Debenture Payments	6,683,107
Educational Development Charges (EDC)	<u>9,000,000</u>
	\$77,649,229

Table Two – Planned Expenses

Monsignor Paul Dwyer C.H.S. Replacement	\$11,762,251
St. Anne Catholic School Addition	4,210,526
Unnamed North Pickering Elementary School	8,478,058
School Renewal Program	6,675,973
School Condition Program	13,234,015
Multi-year Technology Program	455,000
Debenture Principal Payments	5,366,061
Debenture Interest Payments	1,317,046
Transfer to Proceeds of Disposition (POD) Reserve	2,075,005
Transfer to EDC Reserve	<u>24,075,294</u>
	\$77,649,229

Note 1: Budgeted amounts for ministry funded Capital Priority Projects reflect the estimated completion of the projects during the 2022/2023 fiscal year.

Note 2: Educational Development Charges (EDC) are collected by municipalities for future site development costs associated with new residential development. The funds are held in the EDC reserve to finance the purchase of land for future school sites in growth areas. The costs listed above for Monsignor Paul Dwyer C.H.S. Replacement and the Unnamed North Pickering Elementary School only include construction costs. Land costs are unknown at this time and will come from the EDC reserve when the purchase occurs.



Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: December 19, 2022

Subject: **Archbishop Denis O'Connor and Notre Dame Catholic Secondary Schools Boundary – Final Staff Report**

Origin: Scott Grieve, Superintendent of Business, Finance and Facilities Services
Paula Sorhaitz, Superintendent of Education, Ajax Family of Schools

Recommendation

Moved by _____, seconded by _____

“THAT the Durham Catholic District School Board approve the proposed boundary revisions for Archbishop Denis O'Connor and Notre Dame Catholic Secondary Schools as outlined in the *Archbishop Denis O'Connor and Notre Dame Catholic Secondary Schools Boundary – Final Staff Report*, dated December 19, 2022.”

Moved by _____, seconded by _____

“THAT the Durham Catholic District School Board approve the change in boundary revisions for Archbishop Denis O'Connor and Notre Dame Catholic Secondary Schools effective September 2023.”

Rationale

On January 24, 2022, the Board of Trustees received the Long-Term Accommodation Plan 2022-2026 (LTAP) report and approved the guiding principles and actions to be undertaken. Within the LTAP report, staff were directed to undertake an Ajax Program and Boundary review to address potential program and service delivery models at one or more Catholic Schools. This full boundary and program review, sought to rectify a longstanding boundary issue that arose from the St. Patrick Single Track French decision of 2015.

Background Information

At the April 7, 2014 Special Board meeting staff presented a series of proposed boundary changes in accordance with Board Policy PO-415 – School Attendance Area, that affected St. Patrick Catholic School, St. Jude Catholic School and Mother Teresa Catholic School (now St. Teresa of Calcutta). Through the boundary review process three changes to the existing boundaries at St. Patrick Catholic School, St. Jude Catholic School and Mother Teresa Catholic School were approved “In Principle” to be taken to the community for consultation. The changes to the boundaries were as follows:

1. Adjusting the St. Jude Catholic School boundary to add all of the St. Patrick Catholic School English program boundary;
2. Adjusting the St. Patrick Catholic School boundary to add the French Immersion and Extended French boundaries for Mother Teresa Catholic School;
3. Removing the English program boundary from St. Patrick Catholic School.

Through the consultation process at St. Patrick Catholic School numerous concerns were expressed with respect to the transition of regular track students that were in Grades 6 and 7 in 2014. As a result, staff ultimately recommended that students in Grade 6 and 7 in the English program at St. Patrick Catholic School be permitted as legacy students to stay at St. Patrick Catholic School. Staff also recommended that students who were in the English program at St. Patrick Catholic School be provided with the option to attend Notre Dame Catholic Secondary School for grades 9-12 given that it was the Secondary School affiliated with St. Patrick Catholic School. The staff recommendations were approved by Board on November 24, 2014.

The recommendation regarding the option to attend Notre Dame CSS was only intended to apply to the Grade 6 and 7 students that had been grandfathered to stay at St. Patrick.

Unfortunately, the legacy language has left the graduating St. Jude grade 8 students having the option to attend either Notre Dame or Archbishop Denis O'Connor Catholic Secondary School. This situation poses challenges with respect to the joint board-approved Student Transportation Policy PO429. According to the policy, eligible students who live within the boundary of their school are provided transportation to their designated area school and students who are out of boundary are not provided transportation.

To address this unusual circumstance, approval was given by the Board on September 26, 2022 to proceed with an 'In Principle' boundary revision for Archbishop Denis O'Connor and Notre Dame Catholic Secondary Schools in the St. Jude area, which would be effective for September 2023. Staff were directed to consult with the effected communities.

This report summarizes the consultation process, the information provided to the community, and the feedback received. It also outlines the final proposed boundary changes being recommended for approval.

Alignment with Discovery 2023

In 2019, the Board adopted a renewed strategic Plan "Discovery 2023: Renewing the Vision". This plan outlined the major strategic priorities that the Board was committed to addressing.

Our Catholic learning community is based on a strong foundation that has flourished for over 50 years, providing quality Catholic education to generations of diverse learners. Discovery 2023: Renewing the Vision is reflective our commitment to maintaining the strength of our system, rooted in faith, with Jesus Christ at the centre of everything we do.

Within the Plan, Strategic Priority 5: Managing Resources the stewardship of resources was identified as essential to the efficient and effective management and operation of the board. Financial, human resources and asset management promote a fiscally responsible Catholic school system which is integral to public trust, transparency and accountability. Management of resources, oriented towards student achievement, well-being and faith formation priorities is the responsibility of each employee.

Attendance Area Policy

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

Boundary Review Process

- Staff develop draft boundaries for review by Administrative Council
- The draft boundaries are brought forward to Trustees for Approval “In Principle”
- Staff are directed to meet with the affected school communities to present the approved “In Principle” boundaries and receive public input
- Staff review all input and present the proposed final boundaries to the Board of Trustees for approval
- The Board of Trustees provides final approval to the boundaries
- Staff communicate the approved boundaries to all affected parents and guardians of students living within the school boundaries and communicate all changes to attendance.

ANALYSIS

Previous English Boundary Studies

The Board has conducted several English boundary and program studies since 2014 to address the concerns of over and under-utilized schools throughout the Board's jurisdiction. The following lists the dates of the studies:

Date	Study
June 2014	South Ajax English Boundary Study
December 2014	South Oshawa Grade 7&8 English Program Study
April 2017	Northwest Whitby English Boundary Study
May 2017	Father Leo J Austin Catholic Secondary School and All Saints Catholic Secondary School Boundary Report
May 2019	South Central Oshawa English & FI Boundary Study
September 2019	Oshawa Secondary School English Boundary Study

Existing Enrolment and Boundaries

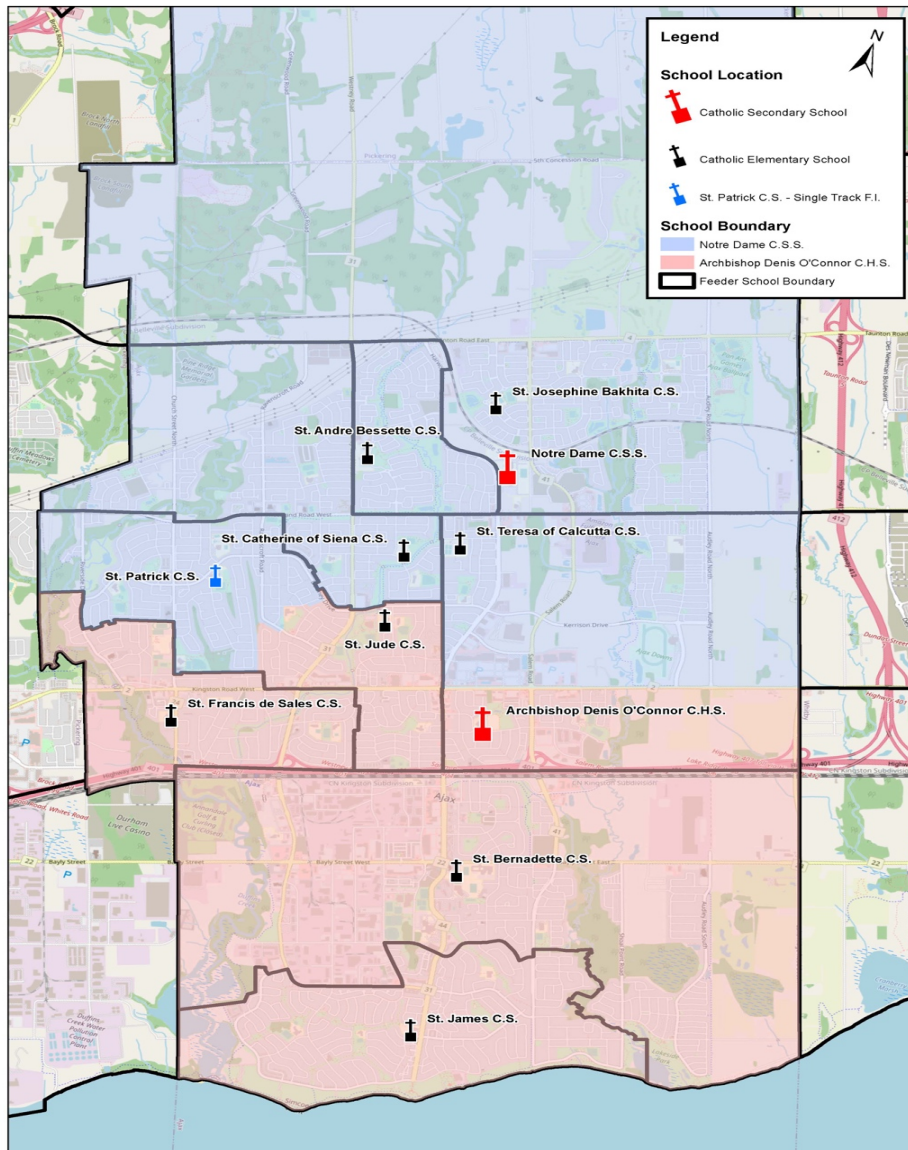
Within the Durham Catholic District School Board each secondary school is served by a series of feeder schools for the Regular Track (English) program, and in schools like Notre Dame Catholic Secondary School by a French Immersion feeder school. At present Notre Dame Catholic Secondary School and Archbishop Denis O'Connor Catholic High School each take in a portion of the St. Jude Catholic School boundary. As a result, students have been given the option to attend two different secondary schools from this feeder school.

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Archbishop Denis O'Connor and Notre Dame Catholic Secondary Schools Boundary Report – Final Staff Report

The map below is the existing boundaries for Notre Dame Catholic Secondary School and Archbishop Denis O'Connor Catholic High school.

**Notre Dame CSS and Archbishop Denis O'Connor CHS
Current Secondary School Boundaries**



Current Boundary Statistics

A 2021/22 review of secondary students coming from St. Jude Catholic School determined that there are 12 grade 9 students; 9 grade 10 students; and 18 grade 11 students residing within the Notre Dame CSS portion of the boundary. There are 29 grade 9 students; 29 grade 10 students; and 25 grade 11 students residing within the Archbishop Denis O'Connor CHS portion of the boundary. The table below shows

where these students attend. There is a total of 77 students attending Archbishop Denis O'Connor CHS and 45 students attending Notre Dame CSS as of September 2021.

Students in the St. Jude CS Boundary as of Sept 30, 2021	Students Residing in Notre Dame CSS Portion				Students Residing in Arch. Denis O'Connor CHS Portion			
	GR 8	GR 9	GR 10	GR 11	GR 8	GR 9	GR 10	GR 11
Attending Notre Dame CSS	36	7	8	14	36	4	3	9
Attending Arch. Denis O'Connor CHS		5	1	4		25	26	16
Total		12	9	18		29	29	25

Financial and Operational Considerations

Consolidating the divided Secondary School Boundary to direct all students to a single school has the potential to increase transportation efficiencies and reduce the number of required buses (saving approximately \$50,000/bus). Therefore, the date of implementation of any decision will have a financial and operational implications.

Proposed Boundaries and Implementation

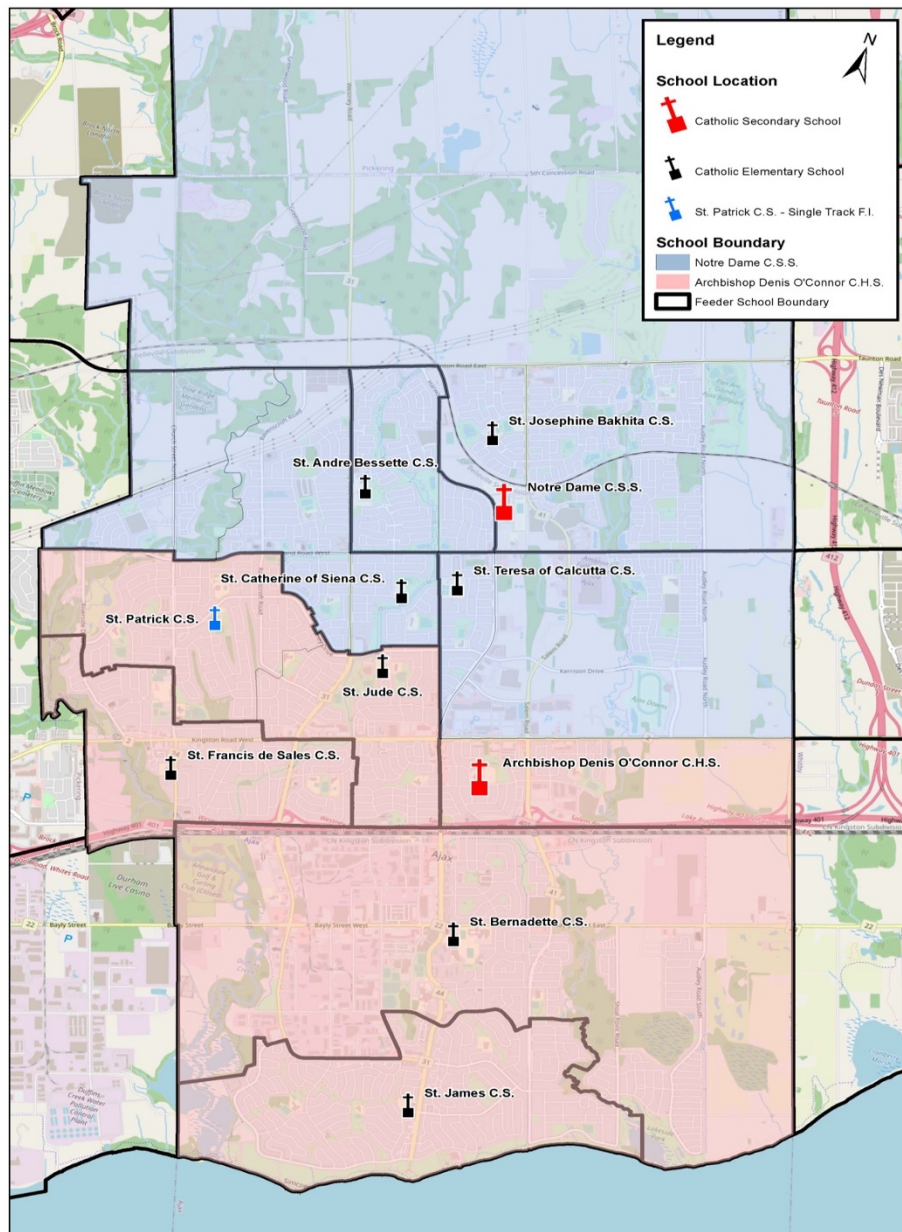
The proposed boundary change will direct all graduating grade 8 students from St. Jude Catholic School to attend Archbishop Denis O'Connor Catholic High School for grades 9-12 for the Regular Track program beginning in the 2023/2024 school year. As with previous changes to secondary school boundaries within the Durham Catholic District School Board, staff recommends that the changes be phased in, beginning with Grade 9 student cohort of 2023, so that existing students at each Catholic Secondary School can complete their program at their current secondary school through to the end of Grade 12. If approved, the 35 grade 8 students (as of September 9, 2022) currently enrolled at St. Jude would be impacted by the decision and would be required to go to Archbishop Denis O'Connor Catholic Secondary School in the fall of 2023. Seventeen (17) of the 35 students live in the current Notre Dame boundary, and eighteen (18) live in the current Archbishop Denis O'Connor boundary.

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Archbishop Denis O'Connor and Notre Dame Catholic Secondary Schools Boundary Report – Final Staff Report

The map below indicates the proposed September 2023 boundaries for Notre Dame Catholic Secondary School and Archbishop Denis O'Connor Catholic High School.

Notre Dame CSS and Archbishop Denis O'Connor CHS Future Secondary School Boundaries: September 2023



Consultation Outcome

Board staff conducted a communication plan, which sent letters to the families of the St. Jude area with children attending either Notre Dame Catholic Secondary school, Archbishop Denis O'Connor Catholic Secondary School, or St. Jude, who would be impacted by this decision. Staff also posted information boards in the main offices of the three schools for student, staff and community awareness. Local union affiliates were notified. And a community meeting was held at St. Jude Catholic Elementary School on Wednesday October 24th, 2022 from 7-9pm. There were 6 people in attendance. In total there were 3 comments and questions (see attachment) received through the various modes of submission.

All questions and comments by the public during the entire process, either at the public meetings or through email and/or phone, that are relevant to the study, have been posted on the [website](#).

The three questions that were submitted through the online process were all related to personal questions about a family's specific location and which school they would attend based on the proposed recommendations.

Staff also posted a generic list of questions and answers on the board website.

Communication

Following the formation of the Committee, the Durham Catholic District School Board committed to an open and transparent process that allowed for public input through a variety of means:

- A [dedicated webpage](https://www.dcdsb.ca/en/our-board/Boundary-Reviews.aspx?_mid=122365) containing all the boundary review information https://www.dcdsb.ca/en/our-board/Boundary-Reviews.aspx?_mid=122365
- A phone line at 905-576-6150 ext. 42252
- An email address planning@dcdsb.ca

Summary and Recommended Option

Staff have reviewed the community input, and in conjunction with the data surrounding enrolment, transportation, and programming offerings, staff are recommending proceeding with adjusting the secondary boundary in the St. Jude area for Notre Dame and Archbishop Denis O'Connor Catholic Secondary schools, with an implementation date of September 2023.

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Archbishop Denis O'Connor and Notre Dame Catholic Secondary Schools Boundary
Report – Final Staff Report

Next Steps

Upon approval of the boundary adjustment, staff will initiate an implementation process as follows:

- Communications
 - Advise Administrators of St. Jude CS, Notre Dame CSS and Archbishop Denis O'Connor CSS
 - Letters to families impacted by the decision.
- Transitions
 - Transition of students from Grade 8 to Grade 9 will be supported by school staff from St. James CS, Archbishop Denis O'Connor CSS and designated Intermediate Guidance Teachers
- Transportation
 - Transportation details to be finalized and communicated in Spring 2023.

TB/PS/SG/pw/tc

Attachments: Q & A's from meeting

1	10-4-22 12:26:25	10-4-22 12:28:09	anonymous	■■■■■	■■■■■	St. Jude Catholic School	My son is currently an out of boundary student at Saint Jude. We live across the street from Notre Dame. His home school is Brother Andre. What happens in the situation? What high school will he be attending? It's a one minute walk from our house to Notre Dame why would he be going to doc. We live on ■■■■■.	Based on your location of residence, your child's HOME school for Secondary School would be Notre Dame CSS. Your child should be directed to apply and attend at Notre Dame
2	10-4-22 20:03:15	10-4-22 20:07:26	anonymous	■■■■■	■■■■■	St. Jude Catholic School	I have a son that attends St. Jude but we live about 3.6km from Notre Dame. We will prefer he attends Notre Dame as his brother is there already and gets busing. Can we choose Notre Dame for him as well?	If St. Jude CS is your HOME school, based on your address, as of September 2023, your child would be directed to attend Archbishop Denis O'Connor CHS. If you would like your child to attend Notre Dame CSS. You will need to apply as a "cross-boundary" student. This means you will need the approval from Both Principals at Notre Dame CSS and Archbishop Denis O'Connor CHS. Also, No busing will be provided as per the Board's current transportation Policy.
3	10-11-22 20:20:50	10-11-22 20:24:02	anonymous	■■■■■	■■■■■	Archbishop Denis O'Connor Catholic High School	I'd like to know which Catholic Highschool is (Address Provided) belongs to in terms of boundaries. Thxs	As of the September 2023/2024 school year. That address will be in the Secondary school boundary of Archbishop Denis O'Connor CHS.



Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: December 19, 2022

Subject: **Brooklin Regular (English) Track Study – Final Staff Report**

Origin: Mike O'Neill, Superintendent, Whitby Family of Schools
Scott Grieve, Superintendent, Business, Finance, Facilities Services

Recommendations

Moved by _____, seconded by _____

“THAT the Durham Catholic District School Board approve the proposed boundary revisions to the Brooklin Regular (English) Track program as outlined in the Recommended Option section (pgs 12-14) of the *Brooklin Regular (English) Track Study – Final Staff Report*, dated December 19, 2022.”

Moved by _____, seconded by _____

“THAT the Durham Catholic District School Board approve the change in boundary of the Brooklin Regular (English) Track boundary for September 2023.”

Moved by _____, seconded by _____

“THAT the current grade 6 and 7 Regular (English) students presently attending St. Leo Catholic School be allowed to graduate from St. Leo subject to sufficient interest and viable class sizes.”

Rationale

On January 24, 2022, the Board of Trustees received the Long-Term Accommodation Plan 2022-2026 (LTAP) report and approved the guiding principles and actions to be undertaken. Within the LTAP report, staff were directed to undertake a Brooklin Regular (English) Track boundary review.

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Brooklin Regular (English) Track Study – Final Staff Report

The Board has had declining or stagnant enrolment in all three Brooklin schools in both the Regular Track (RT) and French Immersion (FI) programs. In 2020, the board undertook a study of the FI program in Brooklin, and after a community consultation process, it was determined that the consolidation of the FI would occur at St. Leo Catholic School for September 2021, which the Board of trustees approved on December 14, 2020.

Approval was given by the Board on September 26, 2022, to proceed with forming the Brooklin Regular (English) Track Study Committee. The Committee was tasked with the mandate to prepare a report recommending a preferred option. The Committee's recommendation has been presented to the Director of Education and forms the basis of staff's recommendation for Trustee consideration and approval.

Alignment with Discovery 2023

The Board adopted a renewed strategic Plan in 2019 "Discovery 2023: Renewing the Vision" that will guide the Board over the next 3 years. This plan addresses the major strategic priorities that the Board must continue to address.

Our Catholic learning community is based on a strong foundation that has flourished for over 50 years, providing quality Catholic education to generations of diverse learners. Discovery 2023: Renewing the Vision reflects our commitment to maintaining the strength of our system, rooted in faith, with Jesus Christ at the centre of everything we do. Our commitment to Excellence, Equity and Engagement propels our strategic priorities. The plan outlines the Boards' priorities, goals, and actions, which form a harmonized system in which everyone works together, bearing witness to our motto, Learning and Living in Faith.

Within the Plan, Strategic Priority 5: Managing Resources addresses the stewardship of resources is essential to the efficient and effective management and operation of the board. Financial, human resource and asset management promote a fiscally responsible Catholic school system which is integral to public trust, transparency, and accountability. Management of resources oriented towards student achievement, well-being and faith formation priorities is the responsibility of each employee.

Attendance Area Policy

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

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Brooklin Regular (English) Track Study – Final Staff Report

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 communicate the approved boundaries to all affected parents and guardians of students living within the school boundaries and communicate all changes to attendance.

ANALYSIS

Previous English Boundary Studies

The Board has conducted several English boundary and program studies since 2014 to address the concerns of over and under-utilized schools throughout the Board’s jurisdiction. The following lists the dates of the studies:

- June 2014 - South Ajax English Boundary study
- December 2014 - South Oshawa Grade 7&8 English Program study
- April 2017 - Northwest Whitby English Boundary study
- May 2017 - Father Leo J Austin Catholic Secondary School and All Saints Catholic Secondary School Boundary Report
- May 2019 - South Central Oshawa English & FI Boundary study
- September 2019 - Oshawa Secondary School English Boundary study

Historical Enrolment in Brooklin 2012-2021

Brooklin has three Catholic elementary schools to serve its current population. St. Leo CS, replacement school, was opened in 1998 near the center of Brooklin. St. Bridget CS was opened in 2004 in the west end and St. John Paul II CS was most recently opened in 2013 in the east end of Brooklin.

Memorandum | Page 4 of 16

Brooklin Regular (English) Track Study – Final Staff Report

Since 2012, all three schools have experienced a steady decline in the English (regular track) panel of enrolment. This is due to the slower than expected pace of development in the main and expanded portion of Brooklin since 2012.

Table 1: St. Leo CS Historical English Enrolment

Year	JK	SK	Gr1	Gr2	Gr3	Gr4	Gr5	Gr6	Gr7	Gr8	Total
2012	48	63	29	29	28	35	42	56	53	44	427
2013	16	25	16	28	31	17	17	36	32	40	258
2014	19	18	11	16	15	21	16	21	34	34	205
2015	15	22	7	15	16	17	20	14	19	35	180
2016	8	17	11	8	16	16	17	19	12	20	144
2017	16	9	7	11	10	17	18	18	20	12	138
2018	13	17	6	8	11	12	17	18	18	18	138
2019	15	16	8	5	11	8	12	15	15	16	121
2020	22	17	8	9	6	15	10	12	17	16	132
2021	37	33	13	10	15	6	16	11	9	17	167

Table 2: St. Bridget CS Historical English Enrolment

Year	JK	SK	Gr1	Gr2	Gr3	Gr4	Gr5	Gr6	Gr7	Gr8	Total
2012	50	52	56	65	74	63	56	51	48	41	556
2013	59	47	47	49	54	66	60	49	47	48	526
2014	40	56	42	47	47	56	65	57	52	45	507
2015	35	43	52	39	49	45	56	66	57	53	495
2016	26	34	42	53	42	46	47	54	68	57	469
2017	32	27	36	41	53	42	46	48	48	66	439
2018	37	34	29	35	42	51	41	46	47	46	408
2019	28	37	35	29	37	43	49	43	42	50	393
2020	23	35	41	33	31	36	43	47	39	42	370
2021	31	29	38	44	32	30	38	41	48	38	369

Table 3: St. John Paul II CS Historical English Enrolment

Year	JK	SK	Gr1	Gr2	Gr3	Gr4	Gr5	Gr6	Gr7	Gr8	Total
2012	0	0	0	0	0	0	0	0	0	0	0
2013	34	31	20	22	17	20	23	14	24	17	222
2014	38	45	19	20	28	22	23	25	15	25	260
2015	35	44	18	22	20	27	22	21	25	17	251
2016	30	36	23	17	23	20	27	22	20	25	243
2017	28	33	18	25	19	23	19	28	21	18	232
2018	29	26	15	22	29	20	25	18	27	21	232
2019	20	30	15	17	23	29	19	25	16	27	221
2020	22	17	20	14	23	22	28	18	26	16	206
2021	16	20	19	23	20	29	27	31	18	25	228

Memorandum | Page 5 of 16

Brooklin Regular (English) Track Study – Final Staff Report

Projected Enrolment 2022-2031

The projected enrolment based on the current boundaries in the English programs at St. Leo CS, St. Bridget CS and St. John Paul II CS is anticipated to remain somewhat stagnant from 2022 to 2026, then steadily increase from 2027 to 2031 when the pace of new development in the Brooklin expansion area is anticipated to accelerate.

Table 4: St. Leo CS Projected English Enrolment

Year	JK	SK	Gr1	Gr2	Gr3	Gr4	Gr5	Gr6	Gr7	Gr8	Total
2022	25	37	8	14	10	16	7	14	11	8	151
2023	25	26	10	9	15	11	18	7	16	12	149
2024	25	25	7	10	10	17	12	18	8	18	150
2025	25	25	7	8	12	12	18	13	21	9	151
2026	26	26	8	9	9	14	13	19	15	24	164
2027	28	28	10	10	11	11	16	14	23	18	167
2028	29	29	11	11	12	12	13	17	17	26	176
2029	30	30	12	12	13	13	14	14	19	19	177
2030	32	32	14	14	14	15	15	15	17	23	190
2031	34	34	16	16	17	17	18	18	19	20	208

Table 5: St. Bridget CS Projected English Enrolment

	JK	SK	Gr1	Gr2	Gr3	Gr4	Gr5	Gr6	Gr7	Gr8	Total
2022	29	29	28	38	44	32	30	38	37	48	353
2023	30	30	29	29	39	45	33	31	35	38	340
2024	33	33	31	31	31	42	48	36	31	38	354
2025	37	37	36	36	36	36	46	50	35	33	384
2026	44	44	43	43	43	43	43	53	53	42	451
2027	52	52	50	50	50	50	50	50	57	61	525
2028	60	60	59	59	59	59	59	59	56	65	594
2029	70	70	69	69	69	69	69	69	66	66	683
2030	80	80	78	78	78	78	78	78	76	78	783
2031	89	89	88	88	88	88	88	88	85	87	876

Table 6: St. John Paul II CS Projected English Enrolment

Year	JK	SK	Gr1	Gr2	Gr3	Gr4	Gr5	Gr6	Gr7	Gr8	Total
2022	18	17	10	21	24	20	29	27	31	18	215
2023	19	18	9	11	22	24	20	29	27	31	209
2024	20	20	10	10	12	23	25	21	30	28	199
2025	21	21	11	12	12	13	24	26	22	31	192
2026	22	21	13	14	14	13	15	25	28	23	189
2027	24	24	14	16	16	16	15	17	27	30	200
2028	27	27	17	17	19	19	18	17	19	29	210
2029	30	30	20	21	21	21	21	21	20	22	226
2030	32	32	23	23	24	23	24	24	23	23	252
2031	35	35	25	26	27	27	26	26	27	26	279

Capacity and Utilization

St. Leo CS was constructed in 1998 and had an addition in 2004. The school had a capacity of 453 pupil places until 2018 when a new childcare centre opened. The conversion of 8 classrooms for the childcare resulted in a reduction to the school's capacity to the current 266 pupil places. With the recent FI program being moved from St. John Paul II CS and combined with the existing FI program that was already at St. Leo CS, the total enrolment for the school for both the RT and FI programs is projected to be 311 students in 2022-2023. The combined enrolment is expected to grow slightly to 376 students by 2031. The school will operate above capacity over the next 10 years, due to the growth from the Brooklin expansion area which encompasses all the French boundary.

St. John Paul II CS was constructed in 2013 with a capacity of 481 pupil places. The creation of an EarlyON centre in 2018 within the school reduced the capacity to the current 458 pupil places. The enrolment for the school for the English program is projected to decline to a low of 209 students in 2023 once the remaining "grandfathered" French immersion students have transferred out of the school. Development growth for the Brooklin Expansion Area is expected to raise projections to 279 students by 2031. The school will operate below 50% of its capacity until 2030.

St. Bridget CS was constructed in 2004 with a capacity of 384 pupil places and had an addition in 2015 that increased the capacity to the current 513 pupil places. The enrolment for the school for the English program is projected to decline to a low of 340 students in 2023. Residential growth in the Brooklin Expansion Area is expected to raise these projections to 876 students by 2031. The school will operate between 66% to 102% of its capacity until 2027 when it will begin to operate over 100% capacity and up to 171% capacity by 2031.

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Table 7: Capacity and Utilization

St. Leo	ACTUAL		PROJECTED									
	Oct-21	May-22	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Regular Track (Grades 1-8)	97	95	88	99	101	100	111	112	118	117	127	140
Kindergarten	70	64	62	50	50	51	53	55	58	60	63	68
French Immersion	147	144	160	178	169	170	173	175	175	180	174	168
Total	314	303	311	327	320	321	337	342	351	357	364	376
Capacity	266	266	266	266	266	266	266	266	266	266	266	266
Utilization	118%	114%	117%	123%	120%	121%	127%	129%	132%	134%	137%	142%

St. John Paul II	ACTUAL		PROJECTED									
	Oct-21	May-22	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Regular Track	228	223	215	209	199	192	189	200	210	226	252	279
French Immersion	38	38	23	0	0	0	0	0	0	0	0	0
Total	266	261	238	209	199	192	189	200	210	226	252	279
Capacity	458	458	458	458	458	458	458	458	458	458	458	458
Utilization	58%	57%	52%	46%	44%	42%	41%	44%	46%	49%	55%	61%

St. Bridget	ACTUAL		PROJECTED									
	Oct-21	May-22	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Regular Track	369	364	353	340	354	384	451	525	594	683	783	876
French Immersion	0	0	0	0	0	0	0	0	0	0	0	0
Total	369	364	353	340	354	384	451	525	594	683	783	876
Capacity	513	513	513	513	513	513	513	513	513	513	513	513
Utilization	72%	71%	69%	66%	69%	75%	88%	102%	116%	133%	153%	171%

UTILIZATION < 80% > 120% 80% - 120%

Program Viability

One of the primary aims of the Brooklin English Study is to create viable, sustainable enrolment at all three Brooklin elementary schools. With the French Immersion program for Brooklin now wholly located at St. Leo, there is an imbalance of English enrolment and utilization of capacity across the three Brooklin elementary schools.

Based on this new allocation of English and French Immersion students in Brooklin as of the 2021/2022 school year, it was necessary to initiate a study of the current and potential future English enrolment boundaries and programing at each school.

Proposed Boundaries and Implementation

To correct the imbalance of English enrolment and utilization of capacity across the three Brooklin elementary schools, staff are proposing to move the English students currently attending St. Leo CS to St. John Paul II CS. St. Leo CS would continue to house the French Immersion program as a single stream school.

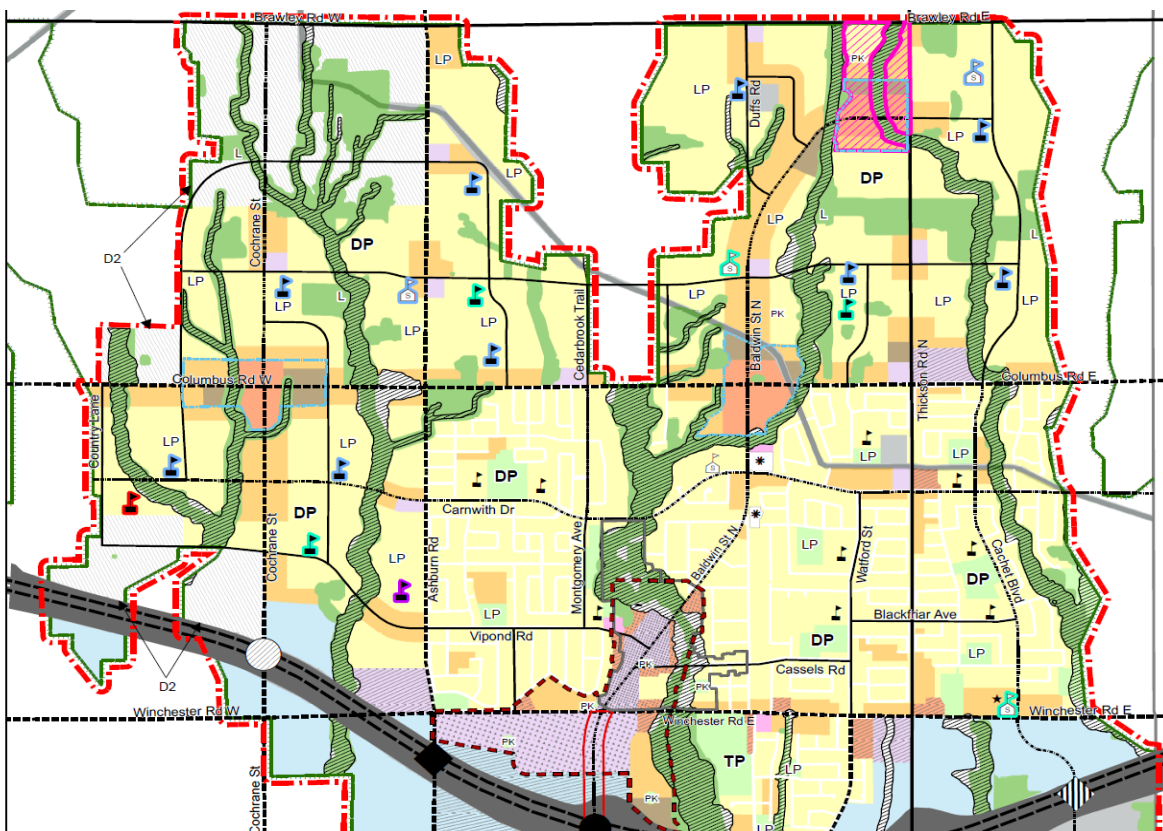
As part of the change to the Regular English track boundaries, staff are recommending that a geographic change happens to both the St. Bridget and St. John Paul II boundaries to help balance future growth in the Brooklin expansion area.

The town of Whitby approved Brooklin expansion plan accounts for various development in this area, and projects approximate housing and population totals. Staff

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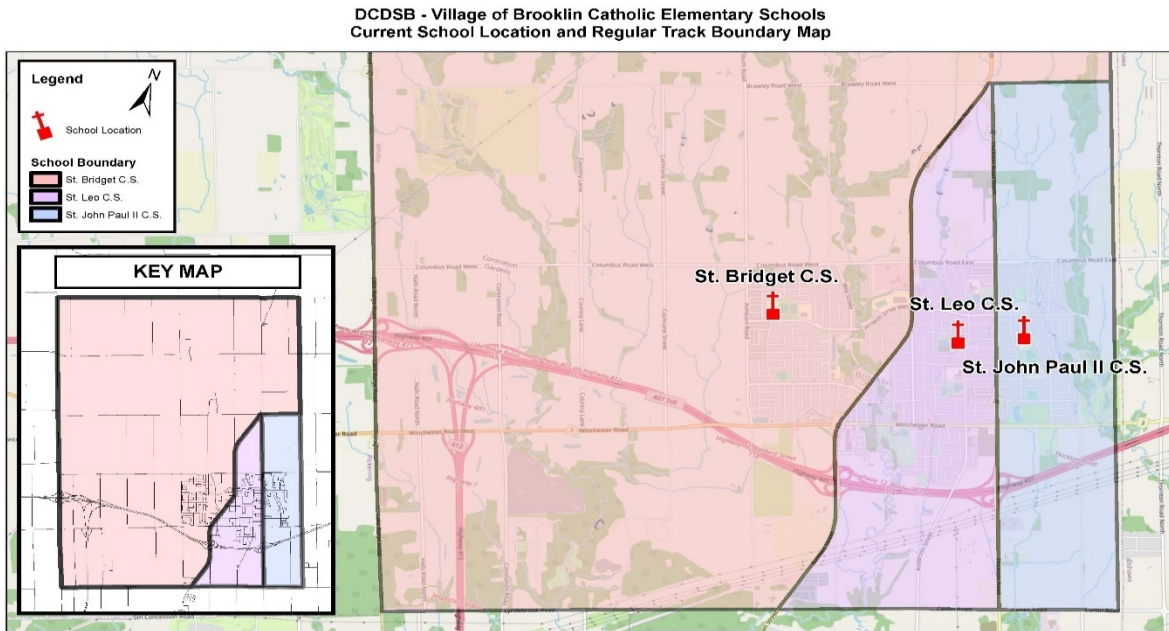
Brooklin Regular (English) Track Study – Final Staff Report

use actual plans of subdivision that developers submit to project school populations. In completing the projections exercise, staff have identified that if all the new development continued under the current St. Bridget boundary, it will continue to add to a capacity pressure in the future. Removing one development area from St. Bridget and moving it to the proposed St. John Paul II Regular English track boundary, will help balance future enrolment pressures that will come from the Brooklin expansion growth. This boundary adjustment has the potential to alleviate, in advance of the expected growth, the need for a future Board of Trustees to enact a boundary change that would require several students attending St. Bridget to move to St. John Paul II.

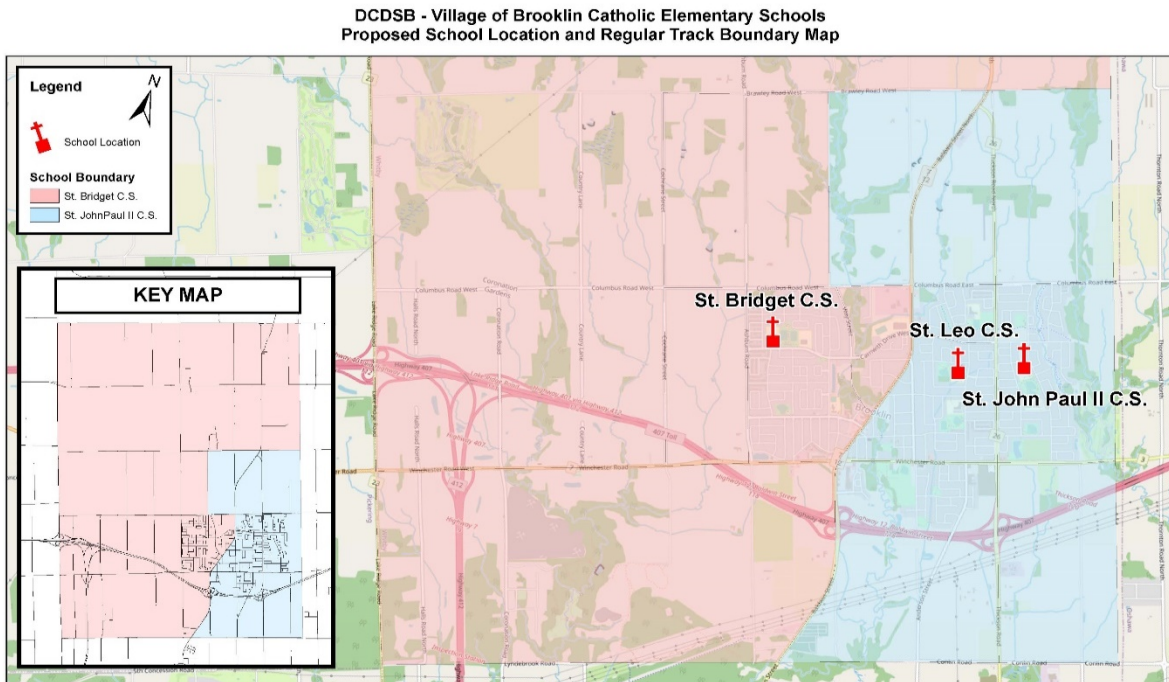
Brooklin Growth Plan

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Current English Boundaries in Brooklin



Proposed English Boundaries in Brooklin



Study process

The Committee (Appendix A) has conducted two committee meetings and three public consultation meetings.

In accordance with the schedule, the Committee met on Wednesday, October 19, 2022 – Virtual – Microsoft Teams from 1:00 p.m. to 3:00 p.m., and Wednesday, November 16, 2022 - Virtual – Microsoft Teams from 1:00 p.m. to 3:00 p.m.

A public meeting was held on Tuesday, November 8, 2022, at St. Leo Catholic School from 7:00 p.m. to 9:00 p.m., at which 15 people signed in for attendance. A virtual public meeting was hosted on Microsoft Teams on Wednesday, November 9, 2022, from 7:00 p.m. to 9:00 p.m., and 4 people attended. And a final public meeting was hosted at St. John Paul II Catholic School on Tuesday, November 15, 2022, from 7:00 p.m. to 9:00 p.m. and 8 people signed in for attendance with 3 returning from November 8, 2022.

In total 15 comments and questions were received during the consultation process. All questions and comments by the public during the entire process, either at the public meetings or through email and/or phone, that are relevant to the study, have been responded to.

By way of synopsis the following is a general representation of the nature of questions or comments received, along with the response, none of which are unexpected and are typical in this type of process:

- Concerns around the disruptive nature of this type of change for students.
 - Any type of change is going to have some disruptions, and staff try to minimize those.
- Personal questions about how the change will impact them based on their address.
 - These are answered using the mapping.
- Busing as an option and the potential safety concerns of having to walk across Thickson Road if there is a crossing guard added in the future.
 - A cross-guard must be approved by the Town of Whitby. Durham Student transportation Services (DSTS) works through this process and provides busing based on the DSTS policy.
- Questioning the validity of the projections and the timelines of the growth in Brooklin.
 - The projections are based on plans of subdivisions that have approved housing unit yields. These numbers are quite consistent and there can be variations in timelines for when the development is built, but the timelines don't change the yields.
- The potential of dividing siblings if one child is in French Immersion but the other child isn't.
 - French immersion is a program of choice that families have to make.

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- The potential for families to choose to leave the system due to not having an English program in the French Immersion school to transition too if they are not succeeding in the FI program.
 - School staff support students in their success and invest resources to ensure the students complete their education, but the FI program does have a demission rate.
- Having enough students in either impacted school to offer viable programming.
 - We have other schools in the system with similar or smaller populations. This change is designed to position the Brooklin schools to balance the future growth and maintain viable long term student populations and capacity totals.
 - The table below reflects the current totals of English and French students at St. Leo. This was a chart that some of the parents asked to see for comparison.
 - They also wanted to know the number of students that moved from St. John Paul II as part of the 2021 French immersion consolidation at St. Leo. Out of the 80 grade 1-5 French Immersion students at St. John Paul II in 2020, 24 chose not to move over to St. Leo CS in 2021 for the FI Program.

ST. LEO ENROLMENT: AS OF NOVEMBER 10, 2022			
Grade Level	RT (English)	French Immersion	Total in Grade
JK	34		34
SK	33		33
1	10	24	34
2	18	17	35
3	10	21	31
4	15	19	34
5	8	12	20
6	16	15	31
7	11	16	27
8	8	8	16
Total (Includes the JK/SK)	163	199	295

- Childcare options.
 - Before and after programs are offered in Brooklin schools. The St. Leo full-service childcare program is run by the YMCA.

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Communication

The Durham Catholic District School Board committed to an open and transparent process that allows for public input through a variety of means. Following the formation of the Committee staff set up the following means of communication and input:

- A dedicated web page containing all the information
https://www.dcdsb.ca/en/our-board/Boundary-Reviews.aspx?_mid=122365
- A phone line at 905-576-6150 ext. 42252
- Email address planning@dcdsb.ca

Recommended Option

The public consultation process provided the committee with a lower than expected turnout of parents/guardians, and the questions and comments were similar in nature and not as many as would be expected with this type of change. As a result of this boundary and program realignment recommendation, the Board is aware of concerns parents may have with respect to the transition of regular track students that are currently in Grades 6 and 7 as of September 2022. As a result, staff would recommend that students going into Grades 7 and 8 in September 2023 in the English program at St. Leo CS be identified as legacy students at St. Leo CS until they graduate pending sufficient interest. This option allows the capacity of each school to be balanced in the long-term and positions the board to be able to apply for new schools in Brooklin, as there isn't expected to be any more space in the three schools to accommodate the growth beyond 2031, when additional school(s) would be required.

St. Leo	ACTUAL		PROJECTED									
	Oct-21	May-22	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Regular Track (Grades 1-8)	97	95	89	28	16	0	0	0	0	0	0	0
Kindergarten	70	64	62	58	58	58	58	58	58	58	58	58
French Immersion	147	144	160	178	169	170	173	175	175	180	174	168
Total	314	303	311	264	243	228	231	233	233	238	232	226
Capacity	266	266	266	266	266	266	266	266	266	266	266	266
Utilization	118%	114%	117%	99%	92%	86%	87%	87%	88%	89%	87%	85%

St. John Paul II	ACTUAL		PROJECTED									
	Oct-21	May-22	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Regular Track	228	223	215	280	282	296	312	334	362	392	440	492
French Immersion	38	38	23	0	0	0	0	0	0	0	0	0
Total	266	261	238	280	282	296	312	334	362	392	440	492
Capacity	458	458	458	458	458	458	458	458	458	458	458	458
Utilization	58%	57%	52%	61%	61%	65%	68%	73%	79%	86%	96%	108%

St. Bridget	ACTUAL		PROJECTED									
	Oct-21	May-22	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Regular Track	369	364	353	340	351	370	412	455	490	541	601	653
French Immersion	0	0	0	0	0	0	0	0	0	0	0	0
Total	369	364	353	340	351	370	412	455	490	541	601	653
Capacity	513	513	513	513	513	513	513	513	513	513	513	513
Utilization	72%	71%	69%	66%	68%	72%	80%	89%	96%	105%	117%	127%

UTILIZATION

< 80% > 120% 80% - 120%

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Under the staff recommended boundary change, the students in the St. Leo CS English boundary going into grades 1 to 6 in September 2023 would be directed to attend St. John Paul II CS as their new home school.

St. Leo CS would continue to provide an English Kindergarten program for students who meet one or all the following criteria:

- Reside within 1.6 km walking distance to St. Leo CS;
- Have existing childcare within the school's childcare provider;
- Already have an older sibling attending the French Immersion program at St. Leo CS.

The school will be capped at 2 Kindergarten classes each year to be able to accommodate students in the two purpose-built JK and SK classrooms at St. Leo CS.

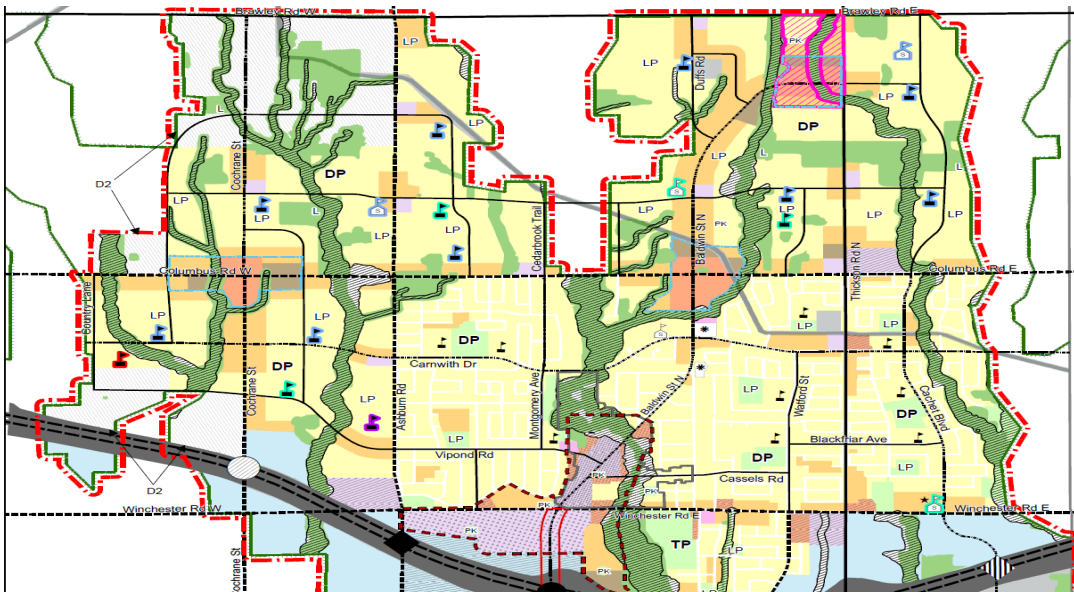
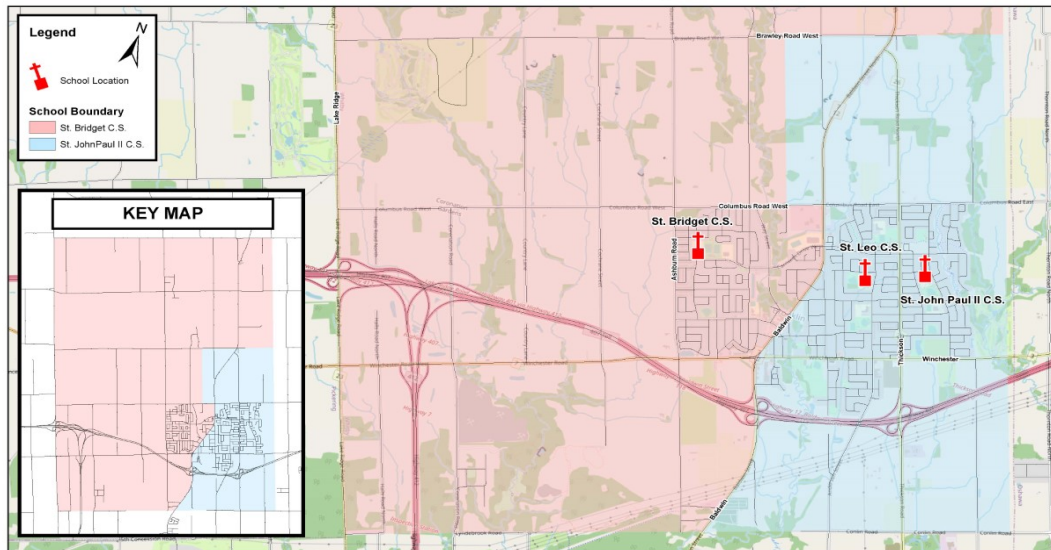
The following example scenarios highlight some of the potential impacts to families:

- A student residing within the 1.6km walking boundary of St. Leo who plans to continue in the regular **English track**, would be eligible (space contingent) to attend St. Leo for Kindergarten, but would be required to attend St. John Paul II for grade 1-8.
- A student residing within the 1.6km walking boundary of St. Leo who plans to continue in the regular **French Immersion track**, would be eligible (space contingent) to attend St. Leo for Kindergarten, and continue in the FI program at St. Leo through grades 1-8.
- A student residing outside the 1.6km walking boundary of St. Leo who plans to attend the **French Immersion track** grades 1-8, would only be eligible (space contingent) to attend St. Leo for Kindergarten if they have proof of the child attending a childcare within the St. Leo 1.6km walking boundary, or have a sibling in the St. Leo FI program.

After consideration of the above information the Committee confirmed the recommendation as presented, with the only adjustment from the original “In-principle” recommendation to the physical boundary associated with the annexed part of the St. Bridget growth area into the St. John Paul II boundary. The annexed portion will only include the new development and will not displace families that are currently residing in this area and attending St. Bridget.

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Brooklin Regular (English) Track Study – Final Staff Report

DCDSB - Brooklin Community - Catholic Elementary Schools
Proposed School Location and Regular Track (English) Boundary

Upon receipt and review of the Committee's recommendation the Director and Senior Administration concur with the recommendation as presented to ensure the viability of the English and French programming and the long-term sustainability of all three schools in Brooklin.

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Brooklin Regular (English) Track Study – Final Staff Report

Next Steps

Upon approval staff will initiate an implementation process as follows:

- Transportation
 - Review of Thickson Road crosswalk viability with the Town of Whitby;
 - Transportation details to be finalized and communicated in 2023.
- Transition Plans
 - Introduction to school community
 - Site visits and tours;
 - Community team building;
- Communication
 - Letters to families impacted by the decision;
 - Open house;
 - Transition newsletter;
 - Survey to parents of students in grade 6 and 7 at St. Leo CS in the Regular English track program, to determine whether there is sufficient interest and viable class sizes.

TB/MoN/SG/br/tc

Attachments: Appendix A
Q & A's from meetings

Appendix A:

The Brooklin Regular (English) Track Study Committee is comprised of the following representatives:

1. Mike O'Neill, Superintendent of Education – Whitby Family of Schools (Chair)
2. Scott Grieve, Superintendent of Business, Finance and Facilities Services
3. Daniel Carlin, Sr. Manager of Planning, Admissions and Capital
4. Jackie McVeigh, Sr. Manager of Human Resources
5. Kelly Mechoulam, Manager of Durham Student Transportation Services
6. Angela Rancourt, Principal St. Leo Catholic School
7. Catherine Faria, Principal St. John Paul II Catholic School
8. James Tremblay, Principal St. Bridget Catholic School
9. Amanda Roffey, Communications Manager
10. Luetasha Watkins, Operations Manager - Early Years and Childcare
11. Jody Dale, Planning Coordinator
12. St. Bridget Catholic School Parent Council Representative
13. St. John Paul II Catholic School Parent Council Representative
14. St. Leo Catholic School Parent Council Representative
15. OECTA Elementary President
16. ETFO President
17. CUPE President
18. YMCA Director

ID	Start time	Completion time	Email	Please enter your first name	Please enter your last name	Please enter the name of the school your child currently attends	Please enter any questions or comments you have about the boundary review, transition, implementation considerations and/or process.	Response	Responded
1	10-4-22 13:23:32	10-4-22 13:24:24	anonymous			St. John Paul II Catholic School	The new boundary system makes sense and will serve Brooklin well.	Thank you You are welcome to attend the information session to express any concerns, and provide input on the presented options. Your comments would be included in the final report to the Board of Trustees, and they make the final decision. You also have the ability to make a delegation to the board of trustees.	yes
2	10-4-22 14:53:09	10-4-22 14:56:24	anonymous			St. Leo Catholic School	How do we stop this potential change? What are the anticipated class sizes at SJIP, once St. Leo and the annexed portion of St. Brigid's boundaries? Also I just want to clarify that all English speaking track students for all of Brooklin are to be accommodated in 2 schools? This move is going to disrupt the lives of every student and family currently at St. Leo's and there is a good chance you will lose a lot of students to the public system. I can't believe this stupidity is actually a stress in my life right now. So much for buying a house near my kids school when I moved into town. I want you all to keep in mind that this is an election year and anyone in a voted position will not receive my vote going forward should this change actually be made.	1-Class size will depend on the total number of students per grade, pending any approved change. NCS standards call for 23 students per classroom. 2-yes, with the exception of the JK/SK program that will remain at St. Leo, the English track programs in Brooklin will only be at St. John Paul II and St. Brigid. 3-We understand that this change will impact people differently, and we want to make sure we try to limit the impact as much as we can without having families make alternative choices to the Catholic Education system. Busing would be available to all students that reside west of Thicksen Road. The process for acquiring a crossing guard for Thicksen Road, will be pursued with the Town of Whitby. Those students residing between Columbus Rd W and Brawley Rd West, and between Baldwin Rd and Cedarbrook Trail would be directed to St. John Paul II CS.	yes
3	10-8-22 21:09:51	10-8-22 21:17:26	anonymous			St. Leo Catholic School	We moved to Brooklin 3 years ago and part of our choice in choosing where to live was dependent on the school. The expectation for children to be crossing a major road like Thicksen is not ideal in any situation regardless of cross walk staff. Busing would need to be accessible for all students that are West of this major road.	Yes	yes
4	10-11-22 16:06:48	10-11-22 16:10:48	anonymous			St. Leo Catholic School	I would like clarity on the new boundaries for St. Brigid. Which students would be required to leave at Brigid and attend the other English track school?	Yes	yes
5	11-6-22 14:49:06	11-6-22 14:50:47	anonymous			St. Brigid Catholic School	I have a son with a learning disability. He won't be able to enroll and succeed in French immersion like his siblings. This would result in our family having to choose between French immersion and separating my children who rely on each other!	You are welcome to attend the information session to express any concerns, and provide input on the presented options. Your comments would be included in the final report to the Board of Trustees, and they make the final decision.	yes
6	11-8-22 15:01:53	11-8-22 15:03:15	anonymous			St. Leo Catholic School	During the Brooklin French Immersion Study meetings it was suggested by board presenters that there would be minimal student attrition/loss with a program move. Anecdotally, that did not seem to be the case with the move of immersion from JPI to St. Leo. Jody Dale and Scott Grievie indicated tonight that they'd be able to provide information on the following: 1. The number of JPI immersion students who didn't make the move to St. Leo in September 2021. 2. The number of JPI immersion students who did move to St. Leo but either left before the end of the year or changed schools for the 2022-2023 school year. I know that from last year's grade 5 cohort (birth year 2016) at least 10 students, who initially made the move from JPI, are no longer at St. Leo. I'm curious whether other grades saw a similar trend of students either returning to JPI or moving to the public board. During the Brooklin FI Study, I think the board underestimated how many parents in this community would opt to keep their students at the local, walkable school and I'm curious if the numbers support that hypothesis. Based on the numbers from the FI study and the numbers at the meeting tonight, it looks like there were approximately 40 fewer FI students at St. Leo in Oct. 2021 than anticipated. As a percentage of the total Brooklin FI population 40 students is a massive loss. If there was more significant population loss during the consultation of FI at St. Leo, then anticipated, I'm interested to know how the board is using that recent community data to help inform projections/plans during the Brooklin Regular Track Boundary Review. I suspect (know?) that in the Brooklin community, parents value convenience and walkability over specific programming options (JPI, Catholic school etc.). These assertions have largely proven to be the case when it comes to students in our Brooklin Catholic schools opting for Brooklin High vs. getting on a bus to continue in a Catholic high school in Whitby. I worry that parents will opt for the walkable ODSB elementary school when faced with the prospect of putting their kids on a bus to JPI and that there will be larger than anticipated student loss from the system as a result of this boundary shift.	1 Out of the 80 grade 1-5 French Immersion students at St. John Paul II in 2020, 24 chose not to move over to St. Leo CS in 2021 for the FI Program. 2 - as of Sept 2021 there were 134 FI students in grades 1 to 7 at St. Leo. As of 2022 there are 106 grades 2 to 8 FI students. We also have 67 JK/SK & 24 Grade 1 students at St. Leo. When creating a school boundary for a Regular Track English program elementary school, The ODSB tends to base the catchment area on 4500 to 5000 units of low density housing to create the student yield needed to ensure a school is close to the 100% capacity. This often creates boundaries where a significant number of students are placed on a bus for their Home school. Brooklin is unique in that St. Leo and St. John Paul II have boundaries that have allowed the majority of the students to be walking students for the past 10 years. However as these walking school aged populations have steadily decreased, the need to expand the boundary for St. John Paul II has become necessary to ensure that the school can remain viable and close to 100% capacity. The ODSB always strives to maintain a balance of enrolment at all of its schools to attain full viable schools. At times, this means altering boundaries and increasing the amount of students that would be on a bus.	yes
7	11-8-22 21:16:26	11-8-22 22:24:29	anonymous			St. Leo Catholic School	My concern is around daycare. We currently attend the YMCA inside of St. Leo. My daughter will start JK next year. For many families, switching school is not that easy because daycare is the number one consideration. Since the announcement of ESF, day care by the federal and provincial governments, daycare has become extremely hard to come by in Brooklin and waitlist are quite lengthy. I know from conversation with the YMCA provider at St. Leo that there is already a very extensive waitlist for before and after care for next year. My neighbour has been waiting over a year for a spot for her 2 primary age students at Winchester P5 down the street, and as of September still did not have spots for them. I can only imagine this situation is similar at St. John's. I am fortunate that because my daughter is already a part of the daycare at St. Leo, she is guaranteed a before and after care spot. However, this means that in a way we are "forced" to choose St. Leo, not because of the program being offered but due to our childcare options. If we decided to go the French immersion routing grade 1 and realized that it isn't a good fit, I am highly concerned that without an English stream option, we won't be able to move because we won't have child care readily available at another school (especially if a change was made after the start of the year). Additionally, I feel it is important to point out that on my street alone, I know of 3 families who were planning to attend St. Leo. When I speak with them and tell them about the proposal for a single track FI schools, the response is always the same. "So what if my child finds FI isn't a good fit? I'd have to change schools? Maybe it's better to just register at Winchester P5 instead." For most of us in the neighbourhood unfortunately St. John's won't even be a consideration. We all live within the "walking web" on the west side of Thicksen and are concerned with the idea of sending our children across that busy intersection, even with a crossing guard present, when there is a public school safely within walking distance to our homes (Thicksen is getting busier by the day, there have even been tractor trailer roll overs along that stretch in the last year AND there is a proposal from the Town of Whitby to make that the official truck route through town to divert traffic from Main Street and convert it to 4 lanes...has this been looked into or considered as a plan?). I know this decision is to try to prevent enrolment decline, but I think you're going to lose enrolment anyways by eliminating an English stream at this community school. The neighbourhood is turning over with lots of young families moving in and I worry future Catholic school families have not been considered in the proposal. I wanted to point out daycare considerations. Since the announcement of 10 day daycare from the government, daycare has been very difficult to come by in Brooklin, waitlist are long and this includes before and after care. Unfortunately I feel we are making our school enrolment decision based on childcare needs and not the program being offered at a particular school. In speaking with the St. Leo YMCA operator, the waitlist is already long for next year and we have neighbours who have been waiting over a year for a spot at Winchester P5 down the road. I can only imagine it is the same at St. John. By eliminating an English stream at this community school I put many families in a difficult situation when it comes to childcare options and availability.	Thank you for your comment. Both St. Leo and St. John Paul II have before and after programs offered by YMCA. French Immersion is a choice and is not offered at all of our sites. We do try to make sure supports are in place for families that choose French Immersion, so the child can be successful. We are aware of the Town of Whitby information regarding the Thicksen road potential changes.	yes
8	11-13-22 8:18:58	11-13-22 8:52:41	anonymous			St. Leo YMCA	We live in [redacted] Whitby and my kids will be the only 2 kids relocated (JK and SK). As of now the west side of [redacted] is within St. Brigid's boundaries and inside the bus route to relocated to St. John Paul II. The entirety of the street is less than 20 homes and will not be affected by future development as it is all conservation land. It would make more sense to have one bus go up that street rather than 2. Also my kids have really progressed at St. Brigid socially and academically, my son has got his IEP set up there and it had become a place he loves to be.	Those students residing between Columbus Rd W and Brawley Rd West, west of Baldwin Rd and east of Cedarbrook Trail would be directed to St. John Paul II CS. Considerations are being looked at for those families that live on the east side of Cedarbrook Trail to be exempt from the boundary change for the annexed portion of St. Brigid CS.	
10	11-15-22 19:07:36	11-15-22 19:16:05	anonymous			St. Brigid Catholic School	My family has not been able to attend any of the boundary review meetings, in person or online, but I thought I would share my concerns with the change. As a Catholic teacher I want to support Catholic education. I do not think our children will move to the public system if the proposed change is enacted, but I know of several families that are talking about leaving the Catholic system if their children are not able to attend St. Leo CS. In a time of decreasing enrolment in Catholic schools, especially high schools in the Durham region, it seems strange to me that the board would push through with this change. Is the proposed change likely to bring more students, and theoretically more tax dollars, from the public system to the Catholic system? Is the Catholic school, even more than the Church for many families, not the heart of the community? It may be the only place some students engage in Catholic community and learn Catholic values. Why push them away or alienate families for a specialized program that will more than likely not bring you more tax dollars? How many students left to FI to return to English stream at Pope St. John Paul I, wanting to be closer to home, closer to old friends? What is the likelihood of high enrolment at an FI only school in Brooklin? When are the Catholic schools being built? When will the board realize the need for a high school in this area to retain Catholic families in Catholic schools? It seems like the decisions being made will drive families away. It seems more than likely that the decision has already been made. I live St. Leo CS. I have one son in FI and two who are not. I do not like the idea of them splitting up. Our children have always gone to St. Leo. We moved our home and 2018 and made sure we bought within the same neighbourhood so our children's school would be walking distance, so they would not have to change schools. Our family is just one voice. Again while we were not able to attend any of the meetings we did want to express our opinion and concerns about the proposed changes. Thank you for your time.	Thank you for your comments. The changes are being recommended to better align the three schools in Brooklin to accommodate future growth that is anticipated from the development. Our Catholic schools are the heart of the community, but we need to make sure the long term success of the school is balanced in all of our communities. We noted that 28 of 60 students chose to stay at St. John Paul II during the French Immersion consolidation. We anticipate a steady enrolment in the FI program at St. Leo, which will grow with the future growth in Brooklin. Future Catholic schools would be built when the growth exceeds the current capacities of the existing Brooklin schools, but the capacity needs to be exceeded at all schools before a new school can be requested, therefore this recommended change allows the board to be in a better position to request those schools in the future. A high school normally requires 5 to 6 elementary feeder schools.	yes
11	11-15-22 21:48:59	11-15-22 21:11:00	anonymous			St. Leo Catholic School	I don't want my kids walking to St. John Paul II It's too far and not safe. I would like them to be bused	Busing would be available to all students that reside west of Thicksen Road. The process for acquiring a crossing guard for Thicksen Road, will be pursued with the Town of Whitby.	yes
12	11-16-22 11:39:32	11-16-22 11:41:07	anonymous			St. Leo Catholic School	I was hoping to add some further context to the response I received from Jody Dale on Nov. 29 and ask a follow up question: "Both St. Leo and St. John Paul II have before and after programs offered by YMCA. French Immersion is a choice and is not offered at all of our sites. We do try to make sure supports are in place for families that choose French Immersion, so the child can be successful." I understand that FI is a choice (it actually is not my first choice for my children). However, St. Leo is my neighbourhood school, steps from our front door and where our daycare provider is currently located. Having gone through the process of finding daycare over the last year, I know that getting a spot is not as easy as just walking in and asking for one. After discussions with the YMCA at St. Leo, I know that I have a guaranteed spot for before and after care because I am a current client. There is already a waitlist for next year, and if my children were not already a part of the centre there is no guarantee I would have a spot just because I was enrolled at the school. As a result, St. Leo might have to become my school choice because that's where I have child care. My question is, have discussions taken place with the providers to ensure that adequate before and after care spots will be available at both schools for enrolled students? My preference would be an English stream school, but without childcare I may not have a choice.	The YMCA is able to expand to meet the needs of families if we are able to secure additional rooms in the school and able to secure staffing for the rooms. St. Leo will have a JK and SK program that will be potentially capped at 58 students per year or 29 students per grade. Combined with the Grade 1 to 8 FI program, St. Leo will operate at about 90% capacity over the next 10 years. This is an acceptable capacity for an elementary school within the ODSB. The French Immersion program at St. Leo is open to students at St. Brigid, St. John Paul II and SK students at St. Leo. New housing and students that migrate into Brooklin from other areas of Durham Region as well as the GTA.	yes
13	11-29-22 18:21:00	11-29-22 18:36:14	anonymous			St. Leo YMCA	Quick question - will St. Leo have enough FI students with this change?	yes	yes
	Virtual Meeting	11/09/2022 19:43:18					OR, will other students from other areas be joining the school as well?	yes	yes
	Virtual Meeting	11/09/2022 19:43:48					This growth will simply be achieved through the new housing?	yes	yes



**DURHAM CATHOLIC
DISTRICT SCHOOL BOARD**
Learning and Living in Faith

Memorandum

To: Board of Trustees
From: Tracy Barill, Director of Education
Date: December 19, 2022
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:

Supervised Alternative Learning Committee:

Expulsion Hearing Committee:

Memorandum | Page 2 of 3
Selection of Committee Members

Suspension Appeal Committee:

Durham Catholic Parent Involvement Committee:

Moved by _____, seconded by _____

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

Finance Committee:

Board Award of Merit Committee:

Trustee Youth Award Committee:

The Outstanding Home/School Communication Award Committee:

Memorandum | Page 3 of 3
Selection of Committee Members

Moved by _____, seconded by _____

“THAT the Durham Catholic District School Board approve the committee membership for the following committee:

Student Senate Committee

Rationale

Membership selection for the Committees of the Board shall be in accordance with the General Working By-laws enacted June 30, 2021, Rev. October 25, 2022.

Representation for the following committees is provided by the Chair and Vice Chair of the Board:

- Durham Catholic Children’s Foundation (Chair and Vice Chair)
- Durham Student Transportation Services (Chair, Alternate is Vice Chair)
- School Year Calendar (Chair, Alternate is Vice Chair)

TB/eb



Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: December 19, 2022

Subject: **Out of Province Travel**

Recommendation

Moved by _____, seconded by _____

“THAT the Durham Catholic District School Board approve the attendance of a senior staff member at the 2023 ThoughtExchange Leadership Summit to be held January 11-13, 2023 in Colorado Springs, CO.”

Rationale

The Attendance of Board Employees at Conventions, Conferences and Seminars Policy (PO319) and its attendant Administrative Procedure (AP319-1) requires that out-of-province travel be brought by the Director to the Board for approval.

ThoughtExchange is a top ranked software company that has been a service provider of the Durham Catholic District School Board since 2020. The company provides an innovative platform to engage with the community in thoughtful discussions on topics of importance. The Board has used ThoughtExchange regularly over the past three years, to provide insight into various consultation processes, including, but not limited to, the development of our new multi-year strategic plan, Inspire 2026. In addition to their software platform, the company model also provides high quality leadership coaching and professional development. A senior staff member has been invited to attend the ThoughtExchange Leadership Summit from January 11-13, 2023.

Participation in this international conference will provide opportunity to network with education leaders from throughout Canada and the United States while developing enhanced capacity to use the platform in more innovative and effective ways, to maximize Board investment. ThoughtExchange covers all costs associated with the conference, accommodations and meals. Transportation costs (approximately \$750) would be partially offset through a funding application for \$500 through the OCSOA professional learning fund.

TB/eb



Meeting Notes

Page provided to record notes

Closing Prayer

Dear Lord God,

We thank you for the opportunity to gather today. Be with us as we leave this meeting. Help us walk with confidence and lead us with your truth as we move forward and praise you and live our lives on this world. Accept our gratitude and allow us to depart from this place with a full mind and soul as we go to various destinations.

Amen.