



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

Regular Board Meeting

Agenda

Monday, April 24, 2023

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

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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
Apr 24, 2023 7:30 PM - Apr 24, 2023 9:30 PM EDT

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Opening Prayer

Heavenly Father, we come before you today as members of this Catholic school board, seeking your guidance and wisdom as we make decisions that will affect the education and well-being of our students. We ask you to bless our meeting and to help us to work together in a spirit of cooperation and understanding. We pray that the Holy Spirit will inspire us to make choices that are rooted in your love and will promote the flourishing of all those entrusted to our care.

We ask this through Christ our Lord.

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
650 Rossland Road West, Oshawa, ON, L1J 7C4
March 27, 2023 at 7:30 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, M. O'Neill, M. O'Reilly, R. Rodriguez,
P. Sorhaitz, D. Stargatt, K. Stevenson, J. Wilson, G. Winn

Senior Managers Present

T. Long, J. McVeigh, R. Tawembe

** Attended virtually*

1. Opening

Chair Forster opened the meeting at 7:00 p.m.

1.1. Motion to Move In Camera

Motion:

B2023-03-27-01 - 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 M. Hall.
CARRIED

The meeting resumed at 7:30 p.m.

1.2. Memorials and Prayer

Student Trustee Nwaoha offered the opening prayer.

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1.3. Land Acknowledgement

Cassandra E., a student from St. John Bosco Catholic School acknowledged Traditional Lands and Territory.

1.4. Canadian Anthem

Performance by St. John Bosco Catholic School choir.

1.5. Roll Call and Apologies

All trustees were present. Trustees De Souza and Emanuel attended virtually.

1.6. Call to Order

Chair Forster called the meeting to order at 7:35 p.m.

1.7. Approval of the Agenda

Motion:

B2023-03-27-02 – Approval of Agenda

"THAT the Durham Catholic District School Board approve the agenda of the Monday, March 27, 2023, Regular Board Meeting as provided."

Motion moved by J. McCafferty and motion seconded by K. Beatty.

CARRIED

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

1.8.1. Regular Board Meeting held February 27, 2023

Motion:

B2023-03-27-03 – Approval and Signing of Minutes

"THAT the Durham Catholic District School Board approve the Minutes of the Open session of the February 27, 2023, Regular Board Meeting."

Motion moved by M. Hall and motion seconded by J. McCafferty.

CARRIED

1.8.2. Policy Meeting held March 6, 2023

Motion:

B2023-03-27-04 – Approval and Signing of Minutes

"THAT the Durham Catholic District School Board approve the Minutes of the Open session of the March 6, 2023, Policy Meeting."

Motion moved by M. Hall and motion seconded by J. McCafferty.

CARRIED

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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

Vice Chair Ste. Marie read the following announcements:

Retirements

Andrew Salmers, Monsignor Paul Dwyer C.H.S., effective June 30, 2023

Colleen Costello, St. John Bosco C.S., effective April 30, 2023

Kimberley Howlett, Virtual Elementary School, effective March 31, 2023

Lucie Leveque, St. Kateri Tekakwitha C.S., effective June 30, 2023

Marian Chopik, St. John the Evangelist C.S., effective June 30, 2023

Mario Griscti, St. Theresa C.S., effective June 30, 2023

Melissa Collins, Monsignor Philip Coffey C.S., effective March 31, 2023

Michelle Flynn, Archbishop Denis O'Connor C.H.S., effective June 30, 2023

Robert LeBlanc, Father Leo J. Austin C.S.S., effective June 30, 2023

Teresa Fras-Wachon, St. John Bosco C.S., effective June 30, 2023

Terry Rudkins, Father Leo J. Austin C.S.S., effective June 30, 2023

Wilma Young, St. John the Evangelist C.S., effective June 30, 2023

2.1.2. Appointments and Transfers

None.

2.2. Notices of Motions

None.

2.3. Presentations

2.3.1. Information and Communications Technology Strategic Goals

- Ronald Rodriguez, Chief Information Officer, Paulette Wilson-Chambers, Project Manager, ERP, Jason Adams, Manager, Infrastructure Solutions and Chris Skelton, Supervisor, Network and Cyber Security provided an update to the Board of Trustees on initiatives currently taking place in Information and Communications Technology Services.

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- Highlights from their presentation include:
 - Implementation of a new Enterprise Resource Planning (ERP)
 - Human Resources
 - Payroll
 - Finance
 - Multi-Year Technology Plan
 - 2:1 technology ratio (two students per device)
 - System-wide Cyber Security improvements
- Staff responded to questions from Trustees.

2.3.2. Durham Student Transportation Services Update

- Jim Wilson, Superintendent of Education, and Kelly Mechoulan, DSTS Chief Administrative Officer, provided a presentation on Durham Student Transportation Services (DSTS).
- Highlights from their presentation include:
 - Bus drive shortage
 - Bus service in remote and rural areas including service on dead-end roads
 - Durham Region Transit Bus Passes
- Trustee Damianopoulos asked if we could make a motion to develop a communication plan to inform parents about areas of concern and what is being done. Director Barill reminded Trustees that DSTS has its own governance board. She indicated that the Chair and Director could bring it for discussion at the next DSTS governance meeting and provide a subsequent update to the Board of Trustees.

2.3.3. Trustee Code of Conduct

- Tracy Barill, Director of Education, provided an overview of the Trustee Code of Conduct. In the fall of 2022, the Board of Trustees approved the new Multi-Year Strategic Plan which includes a new Board Mission Statement. The Trustee Code of Conduct has been revised to update the Mission Statement.
- The Code of Conduct outlines the expectations of Trustee conduct with respect to:
 - Catholic Faith, Community and Culture
 - Integrity and Dignity of Office
 - Civil Behaviour
 - Complying with Legislation
 - Upholding Decisions
 - Avoidance of Personal Advantage and Conflict of Interest

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- Perceived or Potential Conflict of Interest
- When Interest is Not a Conflict
- Lobbying
- Respect for Confidentiality
- Respect for Board Resources
- The Code of Conduct also outlines procedures for:
 - Enforcement of the Code of Conduct
 - Response to a Finding of Breach
 - Reconsideration
 - Reversal
 - Confirmation
 - Meeting in Camera
- Trustees were provided an opportunity to ask questions.

A short recess was called by Chair Forster at 9:02 p.m. The meeting resumed at 9:07 p.m. with all trustees in attendance.

2.4. Delegations

None.

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 – March 7, 2023

2.6.2. Durham Catholic Parent Involvement Committee Meeting – March 9, 2023

2.7. Staff Reports (for information)

The following staff reports were received for information. The Director and staff responded to questions from the Trustees.

2.7.1. Board Advisory Groups

2.7.2. Revised Schedule of Presentations 2022-2023

3. Items for Decision

3.1. Consideration of Motions for which previous notice has been given

None.

3.2. Motions to be read in Open Session from the In Camera Session of the Board Meeting of March 27, 2023

Motion:

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B2023-03-27-05 – Motions Deemed Read

"THAT the Durham Catholic District School Board approve the Motions as deemed read from the In Camera session of the March 27, 2023, Regular Board Meeting."

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

3.3. Business arising from previous meetings

None.

3.4. Staff Reports (for decision)

3.4.1. 2023-2024 School Year Calendar

Motion:

B2023-03-27-06 – 2023-2024 School Year Calendar

"THAT the Durham Catholic District School Board approve the calendars recommended by staff for the 2023-2024 School Year (Appendix 1) for elementary and secondary schools, subject to final approval by the Ministry of Education."

Motion moved by K. Beatty and motion seconded by M. Ste. Marie.
CARRIED

3.4.2. Trustee Code of Conduct

Motion:

B2023-03-27-07 – Trustee Code of Conduct

"THAT in accordance with Regulation 246/18 the Durham Catholic District School Board confirm the revised Trustee Code of Conduct as referenced in section 6.3 and contained in the Supplementary Documents of the General Working By-Law Number 2021 (Rev. Oct. 25, 2022)."

Motion moved by M. Ste. Marie and motion seconded by K. Beatty.
CARRIED

Motion:

B2023-03-27-08 – Trustee Code of Conduct

"THAT the Durham Catholic District School Board make available the revised Trustee Code of Conduct to the public on the Durham Catholic District School Board website."

Motion moved by M. Ste. Marie and motion seconded by K. Beatty.
CARRIED

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3.4.3. Out of Province Travel

Motion:

B2023-03-27-09 – Out of Province Travel

“THAT the Durham Catholic District School Board approve the request of members of the Board and the Director’s designate at the Canadian Catholic School Trustees’ Association Annual General Meeting and Conference scheduled June 1-3, 2023, in Saskatoon, Saskatchewan.”

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

3.4.4. Out of Province Travel

Motion:

B2023-03-27-10 – Out of Province Travel

“THAT the Durham Catholic District School Board approve the attendance of up to six members at the Canadian Association of School System Administrators (CASSA) – Annual General Meeting and Conference scheduled for July 5-7, 2023, in Victoria, British Columbia.”

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

4. Other Business

4.1. Board Communications

Correspondence received for information.

4.1.1. Correspondence from the Education Quality and Accountability Office (EQAO)

4.2. Director's Report

Director Barill provided the following report:

- Welcome back to Superintendent Mariah O'Reilly who has returned to the DCDSB Senior Administrative Team on an interim basis from now until the end of June. With the recent departure of Superintendent Lee-Fernandes, the Senior Admin Team has had to re-organize portfolio responsibilities. Superintendent O'Reilly's willingness to step in temporarily has provided additional time for the Senior Team to determine a longer-term re-organization as we work through the budget process for the 2023-2024 school year.

Ministry Updates

- The Ontario Government released its budget last week. School Boards continue to await detailed information from the Ministry of Education

regarding funding for the coming school year. Overall, the provincial budget made limited mention of Education, noting that “the next steps in the government’s Plan to Catch up will focus on helping students develop skills in math and reading and preparing them for jobs of the future.”

- Early Reading Enhancements - \$25 million over two years to provide support for students in senior kindergarten to Grade 2. Students will be assessed twice a year for their reading skills using evidence-based screening tools. The government plans to work with school boards to establish a consistent set of recommended screening tools.
- Targeted Math Supports - additional \$12.6 million investment over two years, to double the number of school math coaches who will be responsible for implementing early intervention strategies and providing other math-related supports for students at targeted schools across the province.
- Preparing More Students for the Jobs of the Future will involve creating stronger links between classroom learning and good-paying careers. Over three years, the government is investing \$6.2 million in targeted supports for students with disabilities to pursue cooperative education opportunities.
- Continued Curriculum Updates will focus on life and job skills by revising curriculum in language; science, technology, engineering and mathematics (STEM); and skilled trades. This includes a new Computer Studies and revised Technological Education curriculum, beginning with the implementation of a new Grade 10 course in September 2023 and revised Grade 9 and 10 courses to be offered in September 2024.
- To help parents support their children’s learning through supports such as tutoring, learning supplies and equipment, the government launched a \$365 million investment for Catch Up Payments, offering parents \$200 per child or \$250 per child with special education needs. These payments provide direct financial support to parents that can be used to help their child’s education.
- Teaching Financial Literacy \$6.8 million over three years will be invested to support practical, hands-on experiences for students to further their financial literacy learning and growth. Ontario will also release self-directed learning modules on financial literacy that help Grade 9 and 10 students prepare for their transition to postsecondary education or the workforce after high school.
- Providing Parents Choice and Making Child Care More Affordable. It is important to note that childcare funds and money paid directly to parents/guardians is included under the auspices of Education.

System Events

- On Monday, March 6, DCDSB recognized Black Mental Health Day by hosting an event titled *Not Just Surviving: Centering Black Mental Health*. The keynote speakers were Dionne Sinclair, Vice President of Clinical Operations & Chief Nursing Executive at the Centre for Addiction and Mental Health (CAMH), and Maryanne Oketch, Winner of Season 42 of Survivor. Both speakers centred around the importance of seeking connections with people to support their mental health and wellness. A special thank you to our Black Mental Health Day committee and Notre Dame Catholic Secondary School for hosting the event. We also want to recognize our community partners, Taibu Community Health Centre, Durham Family and Cultural Centre and the Women's Multicultural Resource and Counselling Centre of Durham, and thank all of the student performers, student technical directors, and student creators for their participation.
- DCDSB has partnered with Licensed to Learn (L2L), which is a program that creates peer tutoring and leadership development opportunities for students. Peer tutoring is a proven approach to learning where peer-tutors work with other students to help them overcome challenges they may be facing in and outside the classroom. This is the first year of our partnership with Licensed to Learn, and we have 11 elementary schools and five secondary schools that are receiving training. Training includes an introduction to differentiated learning, learning styles, multiple intelligences, and growth mindset. By the end of the training, all L2L Tutors are responsible for offering a minimum of 10 hours of tutoring. Students who complete the training earn certification from L2L and have developed transferrable skills.
- On March 24 we completed our community engagement for the 2023-2024 DCDSB budget and goals. Families, students, staff and the community submitted feedback, and we are reviewing the ideas and feedback we received. We look forward to sharing the feedback and how this is informing our 2023-2024 budget and goals with our community shortly.
- Best wishes to students who are receiving First Reconciliation, First Communion, and the sacrament of Confirmation over the next few months. Thank you to our Parishes for their partnership in supporting the faith journey of our students and families.

Upcoming Events

- March 31, 2023, is Indigenous Languages Day. The Indigenous Education team has put together resources to support Indigenous language learning, and it has been sent to all DCDSB families via newsletter in March. As part of our commitment to reconciliation, and in working with the Indigenous Education Circle and community

partners, we have translated the land acknowledgement we use in our schools and offices into Anishinaabemowin. We want to thank Maani (Mary) Taylor and Anne Taylor from Curve Lake First Nation for translating and recording the translation of the land acknowledgement. Miigwich.

- Applications for Project SEARCH Durham Region are open until Monday, April 3. Project SEARCH is an internationally successful 10-month transition-to-work program for young adults with developmental or intellectual disabilities. The objective is to secure competitive and meaningful employment for persons with disabilities after high school. During their final year of high school, students will be fully immersed with a host business site, gaining employment skills through a combination of classroom instruction and hands-on career training. To learn more or to apply, visit dcdsb.ca/ProjectSearch.

As we continue our Lenten journey, we look toward Holy Week which is always a special time in our Catholic learning community, when we gather in prayer to reflect on Jesus' journey to the cross. Our schools and workplaces will be engaged in meaningful spiritual traditions throughout the week. During these most holy days, it is our hope that the hearts of those in our Catholic learning community are filled with hope, peace and renewal. With the next Board meeting happening at the end of April, Director Barill took the opportunity to wish all members of our community a blessed and joyous Easter.

4.3. Chair's Report

Chair Forster provided the following report:

- Thank you to this evening's presenters for sharing updates on ICT Strategic Goals, Durham Student Transportation Services Updates, and the Trustee Code of Conduct. Thank you to all in attendance and in particular, the students, teachers and parents/guardians of St. John Bosco Catholic School for bringing their wonderful choir to the Boardroom.

Recognition

- On Saturday, March 25, 2023, Director Barill and myself were in attendance for the Mass of Installation for Archbishop Francis Leo at St. Michael's Cathedral Basilica. We congratulate His Grace Archbishop Francis Leo, our new Shepherd and servant Leader. May he enjoy many years of good health as he carries out his sacred apostolic ministry with wisdom, charity, and courage.
- On March 7, approximately 350 guests, including DCDSB students, families and staff, came together at the Robert McLaughlin Gallery for Kaleidoscope, a celebration of the 2023 Student Art Exhibit. Mayor of the City of Oshawa, Dan Carter, and Regional Chair and

Chief Executive Officer for The Regional Municipality of Durham, John Henry, came together along with Trustee Beatty and Senior Administration to celebrate the over 100 student artists who have their artwork displayed at The Robert McLaughlin Gallery.

- On Wednesday, March 8, I was joined by Trustee McCafferty and members of the DCDSB senior administration at St. Mary Catholic Secondary School. We welcomed Premier Doug Ford, Minister of Education Stephen Lecce, Minister of Finance Peter Bethlenfalvy, Minister of Labour, Immigration, Training and Skills Development Monte McNaughton, and other distinguished partners and guests for an announcement. The Government of Ontario announced programming and funding to help students enter the skilled trades faster. A special thank you to our distinguished guests, partners, and St. Mary Catholic Secondary School for hosting this announcement.
- World Down Syndrome Day was on March 21. This day is dedicated to raising awareness and advocating for the rights, inclusion, and well-being of people with Down Syndrome. This year, Down Syndrome International has selected the theme 'With Us, Not For Us' as a reminder to the entire community that people with Down syndrome need to be a part of the work being done to secure them the same rights and opportunities as everyone else. Our schools celebrated by wearing colourful, fun socks, as they engaged in learning more about Down Syndrome.

Ontario Catholic School Trustees' Association Updates

- This year, the Durham Catholic District School Board will be co-hosting the Ontario Catholic School Trustees' Association (OCSTA) Annual General Meeting in Toronto from April 27-29. The theme for this year is 'Journeying Together in Faith'. Our staff have been working diligently in collaboration with OCSTA on the planning of many of the liturgical elements. Chair Forster and fellow DCDSB trustees are looking forward to welcoming other fellow trustees from other Boards from across the province, as we network and share in our ongoing efforts to support and strengthen Catholic education.

Upcoming Events

- World Autism Day takes place on April 2. This year marks the 15th annual World Autism Awareness Day, which aims to focus on providing opportunities to increase understanding and acceptance of people with autism, fostering worldwide support. The DCDSB recognizes World Autism Day, which aims to build a world where all people with autism can reach their full potential.
- On April 18, the Durham Catholic Parent Involvement Committee will be hosting the Distinguished Catholic Volunteer Awards. Individual members of our community will be honoured and recognized for their contributions to their school communities. We

look forward to celebrating all our parent, guardian and community volunteers for volunteering their precious time for the benefit of our school communities.

- With April a few days away, our school communities will be celebrating Earth Month with a focus on environmental stewardship and sustainability. This year, our schools' eco-teams and Stewards of Sustainability Committee are working with Indigenous Education to build awareness and transformative changes to help our planet as we lead up to Earth Day on April 22. Since 1970, people around the world celebrate Earth Day by bringing awareness and support for environmental protection. Today over a billion people from 193 nations pledge to do what is necessary to conserve the environment and biodiversity.

Holy Week

- With the spring season upon us, our students and families will take time to pause and reflect on our faith as we celebrate Holy Thursday, Good Friday, Holy Saturday and Easter Sunday. We will also turn our focus to Easter celebrations. It's a wonderful time of year, with warmer weather, Easter flowers and special traditions with our families. While it's easy to get caught up in the Easter Egg hunts and baskets full of goodies, we do so with a renewed faith in God in the resurrected life offered to us through Jesus, the Risen Christ. This is a wonderful time to share those special sentiments with our friends and family and even colleagues.

In closing, Chair Forster extended wishes that God's strength and Easter Spirit dwell in our hearts, homes, parishes and school communities and fill us with love and kindness as we are called to do.

4.4. Student Trustees Report

The Student Trustees provided the following report:

- Introduction (Sophie) – March has marked the official beginning of the spring season. During this month, we have seen the unity of school communities through our joint celebration of the Lenten season. In schools, students have participated in ecological sustainability initiatives, earthquake relief campaigns, awareness campaigns for down syndrome, art banquets, spring fair preparations and semi formals. The student senate is extremely excited about the months ahead and the many wonderful student engagement opportunities that will occur.
- Senate (Moyin) – Today at our senate meeting we had a presentation from the CFO Marie Hammond concerning the budget consultation process. Mrs. Hammond engaged the group in a thought exchange where we were able to answer how well we thought our schools were doing in striving to improve equity, student

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well-being and student learning. We also discussed the importance of building school communities that are inclusive of all members of our community, especially students in the special education program. We talked about barriers and stereotypes that hinder the inclusion of members of our community and how to work towards more inclusive school communities across the board.

- Student Trustee Elections (Sophie) – Next month, the student senate will be holding elections for the next Student Trustee who will serve for the 2023-2025 school years. Moyin and I are so excited to begin the promotional process for the elections. Students in grade 10 are welcome to apply and more information regarding the requirements and forms will be made available soon by the school's administrative team. The election will be held on April 24 here at the board office. For any student seeking more information about the role and responsibilities of the Student Trustee position, please join the Student Trustee Info session on April 5th at 5pm via zoom webinar!
- OSTA-AECO (Sophie) – This month Moyin and I have been working with the Catholic Board Council of OSTA-AECO on preparations for Catholic Education week! We are very excited to give the board our updates on the event in May. Earlier this month I had the pleasure of attending a roundtable discussion with OPHEA, alongside my Equity and Inclusion Working Group Co-Chair. During the meeting, participants had rich and insightful conversations regarding inclusion in Intramural sports, the importance of healthy and safe conversations around diet and exercise, as well as how to promote physical education courses to young girls and women. I had a wonderful time representing student voice at the roundtable and hope actionable steps are taken to improving the health and physical education program in Ontario.
- Closing (Moyin) – The Senate looks forward to continuing these important discussions and making plans to act in our schools; we look forward to student trustee elections and patiently await the arrival of our new student trustee. Overall, the month of march has been successful, and we look forward to the many activities in April and wish all members of the Durham Catholic community a wonderful and blessed Easter.

4.5. Trustee Questions

None.

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4.6. Motion to Adjourn

Motion:

B2023-03-27-11 – Adjournment

“THAT the Durham Catholic District School Board adjourn the Regular Board Meeting of Monday, March 27, 2023.”

Motion moved by J. McCafferty and motion seconded by K. Beatty.

CARRIED

4.5. Closing Prayer

Student Trustee Esan offered a closing prayer.

The meeting adjourned at 9:40 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

Notice of Motion – Board Advisory Groups

WHEREAS the Memorandum to Trustees on the subject of Board Advisory groups highlights the benefits of Trustee representation and inclusion on important system-wide non-Ministry mandated advisory groups.

WHEREAS such benefits include precedent among various Catholic School Boards for Trustee representation to non-Ministry mandated advisory committees.

WHEREAS Trustee representation to these groups has been established as best practice for building respectful relationships, fostering trust, and enhancing communication with equity-deserving groups.

BE IT RESOLVED THAT staff initiate discussions with group members of the Indigenous Education Circle, the Anti-Black Racism and Black Excellence Committee, and the 2SLGBTQ+ Advisory Committee to facilitate potential Trustee representation to these groups and report back to the Board of Trustees no later than the June 19, 2023, Board meeting.

Submitted by: M. Hall, April 17, 2023

Notice of Motion – Amendments to By-Laws

Rationale

Article 13.1 (a), (b) of General Working By-Law Number 2021 - Amendments to By-Laws

13.1 Amendment with Notice

By-laws of the Board may be amended from time to time by Resolution of the Board, provided that:

- (a) A written notice of motion proposing the amendment shall have been given at a previous regular meeting; and
- (b) The text and a brief statement of intended purpose of the amendment shall have been included in the notice of motion forming part of the agenda for the meeting at which the amendment is considered by the Board.

13.2 Amendment without Notice

At any time, the By-laws may be amended without notice upon the unanimous vote of all Trustees.

MOTION

“THAT the DCDSB approve the following amendments to General Working By-law 2021:

9.1 Notice of Motion

A Trustee may give the Secretary written notice of a motion, along with explanatory rationale, regarding any matter with respect to which the Trustee has a right to vote, and the motion shall be included in the Board agenda, provided it is received by the Secretary by no later than 5:00 p.m. on the Tue-day before the meeting at which it will appear on the agenda.

A notice of motion so received may not be the subject of debate or resolution until a Board meeting following the meeting at which it first appears on the agenda.

Notwithstanding the above, a Trustee may bring a motion at a Board meeting without prior notice provided that a two-thirds majority of those present and eligible to vote waive the notice requirements.

~~Matters not requiring a decision by the Board, including minutes from Committee meetings, may be distributed to Trustees at any time, and where received by Trustees prior to the start of a Board meeting may be the subject of discussion but not resolution.~~

9.2 Trustee Questions

~~All agendas for Regular and In Camera sessions of the Board will include an item for Trustees to bring forward inquiries of interest to all Trustees and in the interest of the school System. Trustees will endeavour to provide advance notice to the Chair of the Board and the Director of Education of questions they wish to bring forward.~~

~~Matters not requiring a decision by the Board, including minutes from Committee meetings, may be distributed to Trustees at any time, and where received by Trustees prior to the start of a Board meeting may be the subject of discussion but not resolution.~~

9.3 Reconsideration

Any matter which has been decided upon by the Board shall not be reconsidered by the Board during the subsequent twelve (12) month period unless approved for reconsideration by two thirds majority of those present and eligible to vote.

Submitted by: Trustee McCafferty and Chair Forster, April 19, 2023



Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: April 24, 2023

Subject: **Archbishop Anthony Meagher Catholic Continuing Education Update**

Origin: Jim Wilson, Superintendent of Education

Purpose

To provide an update to the Board of Trustees on the Archbishop Anthony Meagher Catholic Continuing Education programs.

Background

Archbishop Anthony Meagher CCEC provides learning opportunities, both credit and non-credit, for students 18 years old or older. They also provide night school, summer school, and Literacy/Numeracy opportunities for school-aged students. The scope of their programs is as follows:

Adults 18+	School Age (Secondary)	School Age (Grades 7 and 8)
Day School Personal Support Worker mPLAR - Mature Prior Learning Assessment and Recognition Correspondence Raising Healthy Children Young Parent School Child Care Assistant Custodial Services Training Dual Credit Adult English Language (ESL/LINC)	Summer School Night School International Languages for Credit Microsoft Office Specialist Travel for Credit	Numeracy Support Literacy Support Summer Lit/Num Camps Elementary Parental Engagement Opportunities Head Start (Gr. 8 Transition)

High School Credit

Combined Credit/Certification

Memorandum | Page 2 of 2

Archbishop Anthony Meagher Catholic Continuing Education Update

2021/2022 Data

Credit Achievement

3880 Students

9902 Credits earned

212 Ontario Secondary School Diplomas Achieved

4 School locations (Oshawa, Ajax, Port Perry, Rose of Durham)

Non-Credit Programs

6176 Students

3 Provincial Ministries

8 School Locations

Total 10056 Students served.

Significant Insights

mPLAR

- Recognition program for mature students who can leverage life experiences to gain high school credits. This program has more than doubled since its introduction 5 years ago.

Amadeusz Program

- Relatively new program introduced two years ago that allows incarcerated males in Toronto being arraigned an opportunity to gain high school credits with no use of technology. Over the last two years, we have graduated 52 students.

Travel for Credit

- High School Students from our board travel to various places in the world and obtain credit for courses under a teacher's instruction.
- Environmental Science Course – Costa Rica
- Civics and Careers – Ottawa/Montreal/NYC
- French Culture and Conversation – Paris and Nice

Adult Day Program

- Being taught in a virtual/live/recorded method. Since COVID our day school students have been hesitant to come back in person. Our teachers deliver courses in a format that works for all our learners.

Next Steps

1. Expansion of Employment Training Programs – Custodial Services, Child Care Assistant, PSW.
2. Travel for Credit – More course offerings for summer and night school (travel March Break).
3. New Correspondence Program – Moves towards e-Learning and away from old style correspondence books.

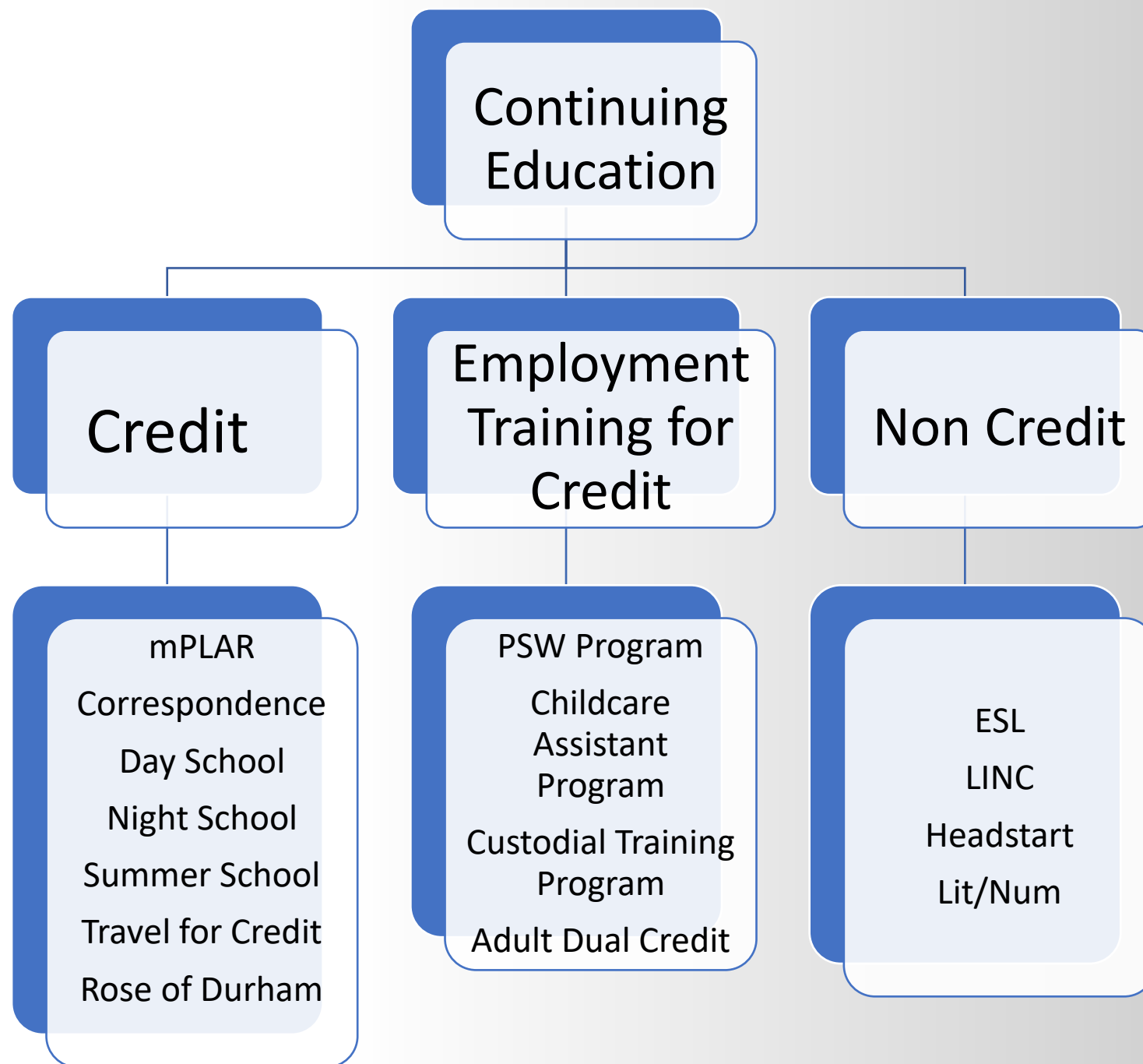
TB/JW

Attachment: Presentation

Continuing Education

Spring 2023





Did you know?

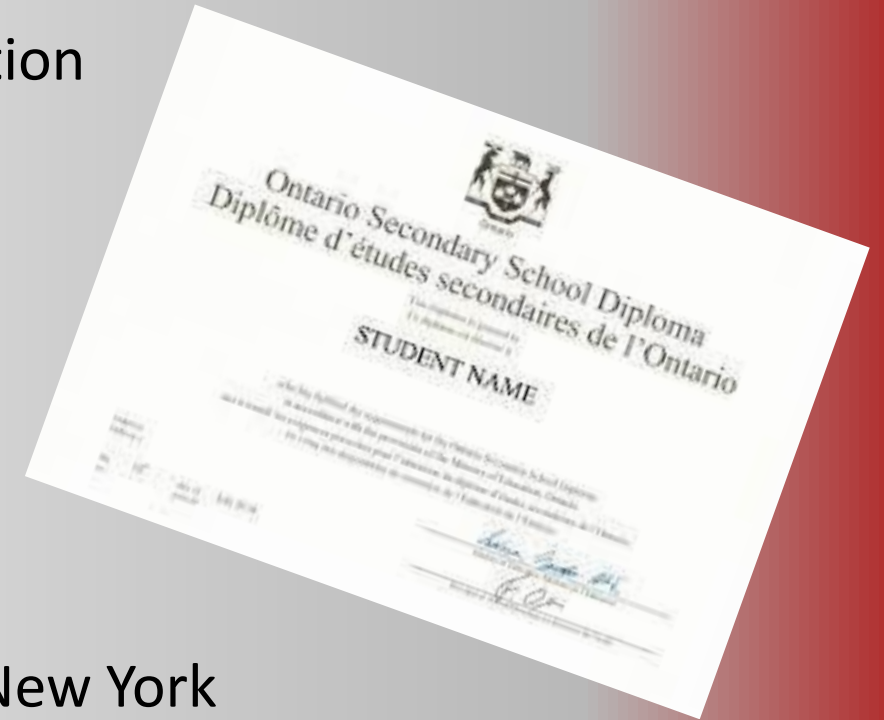
- Over 10000 students
- 9903 Credits
- 212 OSSDs
- Work with 3 separate Ministries



**ARCHBISHOP
ANTHONY MEAGHER**
Catholic Continuing Education Centre

Credit

- mPLAR
 - Mature Prior Learning Assessment and Recognition
 - More than doubled since introduction
- Amadeusz
 - Men on arraignment
 - 29 OSSDs last year (33 so far this year)
- Travel for Credit
 - Not run since 2018
 - Travel to France, Costa Rica, Ottawa/Montreal/New York



Non – Credit

- Headstart
 - Grade 8 to grade 9 transition days in August
 - Reaching pre-pandemic numbers
- ESL/LINC
 - Doubled in the last three years



**ARCHBISHOP
ANTHONY MEAGHER**

Catholic Continuing Education Centre

Employment Training Programs

- PSW
 - 2 day programs
 - “PSW North” Program
 - 2 Night Programs
- Childcare Assistant Program
 - Day Program
 - Hybrid Night Program
- Custodial Training Program
 - Has not run since 2020
 - 14 students



2023-2024

- Travel for Credit – Night School
- Custodial Training Program
- Examine the move from Correspondence to e-Learning



Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: April 24, 2023

Subject: **Student Services Updates**

Origin: Paula Sorhaitz, Superintendent of Education – Student Services

Purpose

As part of our ongoing efforts to support students with special education and mental health needs, the student services department dispatches a variety of multi-disciplinary teams and offers a variety of services to the system. In addition, the department creates opportunities for specialized after school programming, and provides regular professional development and training opportunities to both educational and clinical staff. A special education review, which solicited feedback from parents/guardians/caregivers, administrators and student services staff was conducted earlier this school year and the feedback obtained is being used to develop departmental goals for the 2023-24 school year.

Background

Student Services Overview:

Our focus for this year connects with our year-long theme of ***Listening with the Ear of the Heart***, as we endeavour to listen closely to the needs and viewpoints of various stakeholders through our continuing efforts to develop departmental goals. This year, staff and students celebrated World Autism Day and Down Syndrome Day. Schools celebrated in a variety of ways, from creatively designed bulletin boards to sharing photos of unique socks on social media in honour of students with exceptionalities. Our celebrations endeavour to promote greater awareness and inclusivity for students with special education needs within our school communities. Our multi-disciplinary teams, clinical services and educational assistant staff have continued to support students with special education needs throughout the system. In March, we welcomed a numeracy support teacher to our student services team. The role of the numeracy support teacher is to support the development of numeracy skills for intermediate level students with individual education plans at select schools. To continue to enhance safety and promote

well-being for all DCDSB students, the student services department has compiled a three-year mental health strategy to guide our current and future programming and practices aimed at supporting and promoting positive student mental health.

Central Teams and Key Initiatives Overview:

Durham Catholic Autism Resource Team (DCART):

Our Autism Resource Team work collaboratively with school teams to design alternative programming and curriculum modifications for students with diagnoses of Autism Spectrum Disorder (ASD). The team also supports schools to meet the communication, mental health, language, behaviour and sensory needs of students with ASD. Early Intervention Classrooms (EICs) and after school programming are also part of our strategy to support students with ASD.

Durham Catholic Behaviour Resource Team (DCBRT):

DCBRT is dispatched to schools to support staff who are working with students whose behaviour impacts their ability to focus on academics. The team specializes in approaches to develop social skills and self-regulation strategies to increase emphasis on academic success for students struggling with behaviour issues.

Assistive Technology Supports:

Hardware equipped with evidence-based reading programs is available to students whose learning profile indicates a need for it. Program training and support for students and program support teachers is fundamental to the efficient and effective implementation of the technology.

This year, a premium version of Orbit Note software has been purchased to better support the literacy needs of students with literacy needs in the system. Additionally, transitional visits to secondary schools are scheduled for students with assistive technology, to prepare them for the move to secondary de-streamed classes, and summer programming is also offered. Our special education team also supports referrals to Saganaska Provincial Demonstration School for students with a learning disability (LD) diagnosis.

Numeracy Support Teacher:

A centrally dispatched teacher is assigned to select schools to support the numeracy skill development of students with Individual Education Plans (IEPs). Schools are selected based on data derived from report card and Education Quality and Accountability Office (EQAO) assessments for students in grades 6-8. Collaboration with administrators, program support and classroom teachers are the cornerstones to this support initiative with an emphasis on numeracy support programs such as *Math UP* and teaching strategies such as the use of tactiles and manipulatives to increase student engagement and achievement.

Support for De-streamed Grade Nine Classes:

Student Services staff have collaborated with Academic Services staff to support secondary teachers of newly de-streamed grade nine courses. Professional development sessions focused on Culturally Responsive and Relevant Pedagogy (CRRP), Universal Design for Learning (UDL), and creating a reflective tool for educators are a few of the actions aimed at providing teachers with pedagogy and tools to better support students with a variety of learning profiles within the de-streamed classroom.

Project Search:

Project Search is a partnership among the Abilities Centre, Regional Municipality of Durham and the Durham Catholic District School Board.

The program is designed to offer school-to-work transitional training to secondary students in their final year who have been diagnosed with an intellectual or developmental disability. Students will work within a classroom at the Regional Municipality of Durham and be trained in the workplace. 75% of graduates of Project Search gain full-time employment within one year of completing the program.

Mental Health Strategy:

We are releasing our three-year mental health strategy which highlights four key goals: to amplify voices to create culturally responsive, mentally healthy schools and classrooms, to identify and address emerging and escalating student mental health concerns, mobilize support for those disproportionately impacted by COVID-19 and to build and sustain comprehensive safety nets through system and family collaboration.

Professional Development and Training:

Monthly meetings featuring professional development for Program Support Teachers, Applied Behaviour Analysis training (system), Universal Design for Learning professional development (secondary teachers), and a variety of professional development activities for educational assistants has been provided this school year. Additionally, Applied Suicide Intervention training and Safe Talk training sessions have been offered to administrators and educators system-wide.

Looking ahead: Planning for the 2023-24 school year:

Using the feedback gained from the Special Education review, the student services department has begun planning for next school year by developing goals and strategies to promote a collaborative culture aimed at improving outcomes for students with special education and mental health needs.

TB/PS

Attachment: Special Education and Mental Health Report

Special Education and Mental Health Updates

Paula Sorhaitz, Superintendent of Education

Special Education and Mental Health Updates: Agenda

- Student services staff
- Centralized supports for students with special education needs
- Specialized programs and services
- Professional development
- Mental health strategy
- Special Education Review – Goal setting

Student Services – Staff

- Consultants
- Coordinators
- Educational Assistants
- Behaviour Support Specialists
- Behaviour Analysts
- Psychologists
- Psychometrists
- Resource & Itinerant Teachers (blind and low vision, deaf and hard of hearing, autism, behaviour)
- Speech and Language Pathologists, Communicative Disorders Assistant
- Coach Advocates for Black Students
- Social Workers
- Child and Youth Counsellors
- Program Support Teachers
- Assistive Technology Specialists & Technologists
- Orientation and Mobility Specialist

Centralized Supports for Student with Special Education Needs

Multi-Disciplinary Teams:

- DCART (Durham Catholic Autism Resource Team)
- DCBRT (Durham Catholic Behaviour Resource Team)
- Assistive Technology (AT) Team

Centralized Supports for Student with Special Education Needs: Durham Catholic Autism Resource Team (DCART)

Supporting students with an Autism diagnosis in the areas of:

- Alternative Programming and Curriculum Modifications
- Communication
- Social Language
- Challenging Behaviours
- Sensory Needs/Environmental Factors
- Mental health supports



DCART Services

Services will include a minimum of 12 weeks intensive support to the school, for students who have been referred to the team.

Members of the DCART:

- Consultant for Autism Services;
- Speech and Language Pathologist;
- Board Certified Behaviour Analyst;
- Resource Teacher;
- Social Worker;
- Behaviour Support Specialists



Centralized Supports for Student with Special Education Needs: Durham Catholic Behaviour Resource Team (DCBRT)

Referrals for students with significant behavioural challenges

- Supports include:
 - Data collection and analysis
 - IEP development and program implementation
 - Self-regulation
 - Communication
 - Sensory Needs/Environmental Factors
 - Social skills and emotional regulation
 - Mental health & well-being
 - Professional Learning Series
 - Modelling and implementation of recommendations & resources

DC Behaviour Resource Team (DCBRT)



Services include consultation or comprehensive supports to students and educator teams

Members of the DCBRT:

- Student Services Consultant (Team Lead);
- Speech and Language Pathologist;
- Behaviour Analyst;
- Resource Teachers;
- Child and Youth Worker;
- Behaviour Support Specialists

Centralized Supports for Student with Special Education Needs: Technology (AT) Team

- SEA (Specialized Equipment Amount) funding from Ministry to provide hardware and software that is essential for students to access curriculum
- Chromebooks with Read & Write and Orbit Note (Premium)-text-speech and speech-text software
- SWATTT- Students with Assistive Technology Transition Trip
- Summer programs- camp, small group training



Assistive Technology Team Members

- Student Services Consultant (Team Lead)
- Assistive Technology Specialists
- Assistive Technology Technicians

Centralized Supports for Student with Special Education Needs: Additional Supports/Resources

- DCDSB supports parent-initiated referrals to Provincial and Demonstration schools (deaf, blind, learning disabilities)
- DCDSB uses Lexia Reading, a literacy program that is supported by the Science of Reading. Program aims to build foundational reading skills for students through personalized learning. The three-part blended-learning model incorporates individualized online learning activities, ongoing progress monitoring, and lessons and resources for data informed, teacher-led instruction.
- Use of LAMP and Touch Chat applications for students accessing support from Speech and Language Pathologists

Centralized Supports for Students with Special Education Needs: Numeracy Support Teacher

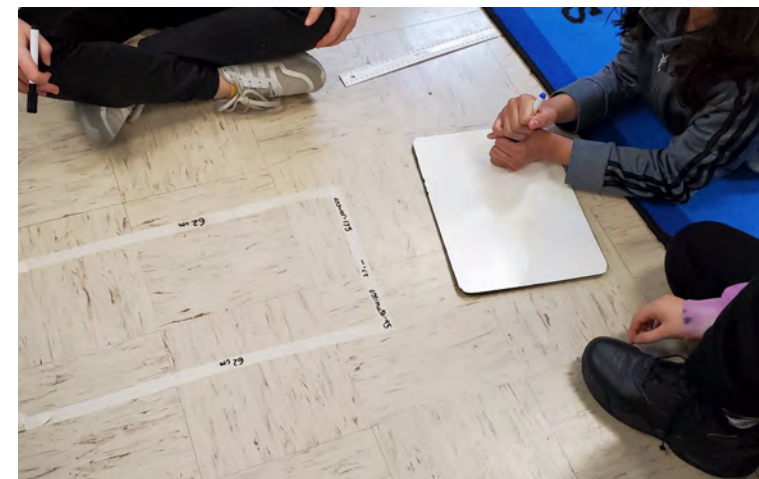
- Work with administration and PST; teachers, EA's and students with IEPs on a regular basis
- Implement numeracy strategies based on individual needs
- Work with students to support growth and development in their attitudes and development of skills across achievement chart
- Work with Student and Academic Services to implement appropriate teaching strategies and lessons
- Collaborate with teachers for effective teaching and learning and assessment strategies in an inclusive classroom
- Model and demonstrate approaches to teaching of numeracy, such as, Universal Design for Learning; effective accommodations; inquiry-based learning; problem solving
- Assist teachers to collect data (i.e., CBM, etc.) to measure improvement in student learning

Centralized Supports for Students with Special Education Needs: Numeracy Support Teacher

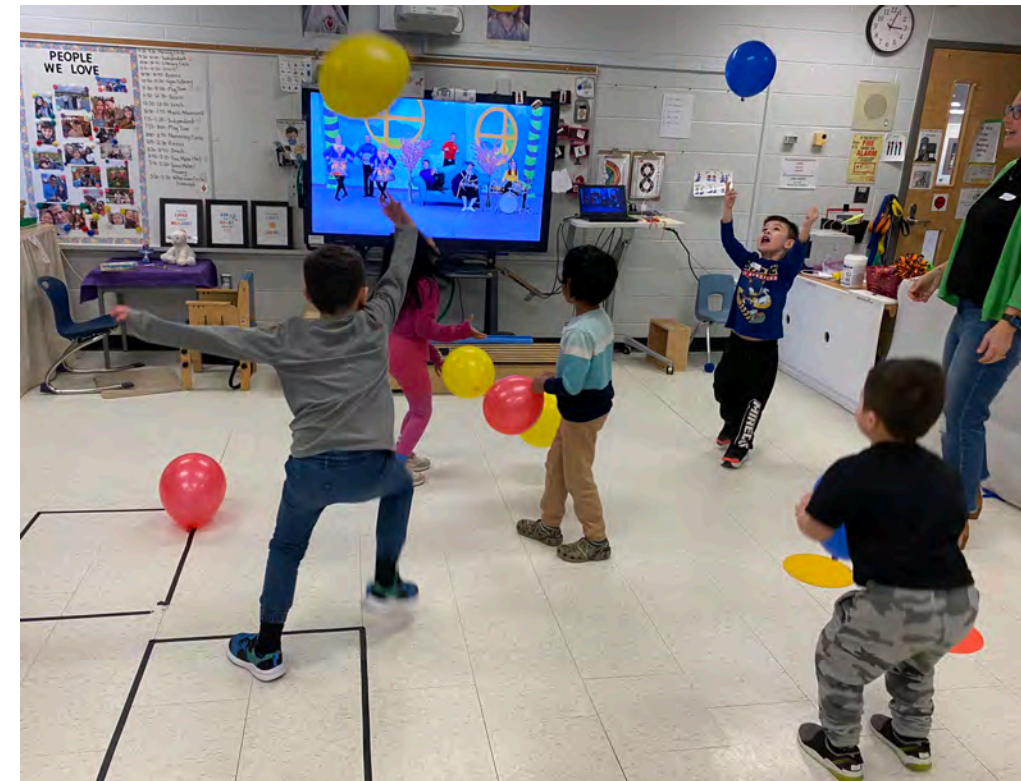
EQAO Results for Students with IEPs June 2022

SCHOOL	% that did not meet standard	Total # of IEPs	# not meeting Level 3	Below Level 1	Level 1-2	Meeting Standard Level 3	Ratio School Pop. %
1	100%	10 3.2%* Current Gr 6 11IEP 3.5%	10	-	10	-	17% 52/312
2	100%	7 3%	7	1	6	-	21% 49/233
3	100%	14 2.6%	14	-	14	-	17% 91/532
TOTAL		31	31	2	30	-	

Centralized Supports for Students with Special Education Needs: Collaborative Inquiry in the numeracy classroom



Specialized Programs and Services: Early Intervention Classrooms (EIC)



Listening, Learning, and Living in Faith

Specialized Programs and Services: Early Intervention Classrooms cont.

The Early Intervention Classroom (EIC) is a communication-based Kindergarten program to support the areas of:

- language/communication
- school-readiness skills
- self-regulation
- play
- social-emotional development

The small classroom placement has a maximum of 6 students per site at three DCDSB schools



Specialized Programs and Services: Professionals who support the EIC

- Program Support Teacher
- Educational Assistant (2)
- Speech and Language Pathologist
- Communicative Disorders Assistant
- Board Certified Behaviour Analyst
- Behaviour Support Specialist
- Consultant for Autism Services



Specialized Programs and Services: PEAK Assessment in Early Intervention Classrooms(EIC)

Promoting Emergence of Advanced Knowledge (PEAK) is an evidence-based assessment and curriculum that supports students through a combination of the traditional verbal behavior approach and the science of Derived Relational Responding.

- PEAK helps with teaching problem solving skills and advanced language skills
- All members of DCART and EIC Staff were trained in a 2 day certification course
- PEAK is used to support student learning at all 3 EIC sites, under the direction of Kara Kenney and Michelle Adair, Board Certified Behaviour Analysts

Specialized Programs and Services: After School Social Skills Development Programs

- PEERS for students in Grades 7-12
- Friendship Lab for both students and their parents in Grades 3-6
- Secret Agent Society for students ages 8-12
- All programs are offered to students with an ASD diagnosis

Specialized Programs and Services: Project SEARCH

- 10-month transition to work program for students diagnosed with an intellectual or developmental disability and entering their final year of high school
- Partnership between DCDSB, Project SEARCH, the Abilities Centre and Regional Municipality of Durham Region
- 10 interns (students), 1 teacher, 2 skills trainers
- Classroom is in the host business (Municipality of Durham Region)



Specialized Programs and Services: Project SEARCH

- Employability skills curriculum teaches transferrable, marketable skills
- 3 internship rotations
- 1 Year Post-Graduation: follow-up by skills trainers to help with job development and retention
- 75% of Project SEARCH graduates find employment in the community one year after graduation



Specialized Programs and Services: K-12

Reading Interventions

Student Services Staff is supporting the implementation of the Right to Read inquiry recommendations:

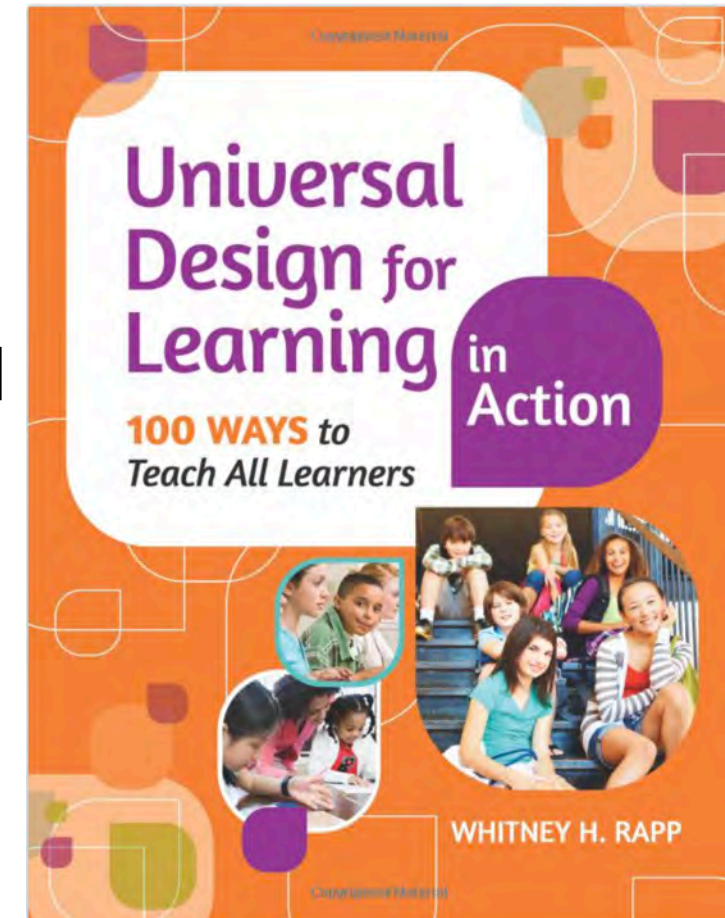
- Student services staff instrumental in sharing the key elements of the inquiry with DCDSB administrators last spring
- Speech and Language Pathologists (SLPs) are trained to assess, identify and provide therapeutic literacy interventions for students at risk for reading and writing problems
- Psych staff assess and diagnose learning disabilities and provide recommendations for programming
- Three SLPs and Chief Psychologist are collaborating with Academic Services to select assessment and intervention tools for use in K-12 classrooms

Professional Development: Supporting De-streaming of Grade Nine

- PSTs, Student Services Coordinators and Academic Services consultants collaborated on professional development sessions for teachers in February
- Universal Design for Learning – pedagogy whereby curriculum, assessments and evaluation are designed to be accessible to students with varying entry points
- Co-ordination of school-based activities over two PA days focused around Universal Design for Learning

Professional Development: Program Support (PST) and Classroom Teacher Sessions

- Monthly PST meetings, covering wide variety of topics (best practices, IPRC
- New PST Mentoring Program; new PSTs consolidate their learning with more experienced colleagues
- UDL books and activities (Equity Leads, Teachers of De-streamed grade nine, Secondary PA days)



Professional Development: Sonderly Courses in Applied Behaviour Analysis (ABA)

- Geneva Centre Ministry Course funding for ABA was given to DCDSB on the Sonderley online platform
- \$27,000 was provided to DCDSB. All funds were spent
- A Numbered Memo in February offered courses to all educators who were interested
- 58 Educators registered for courses

Professional Development: ABA Certificate Courses

- ABA courses are well attended by educators
- Offered after school and on P.A. Days
- In addition to the 4 ABA certificate courses, new course offerings have been created by members of DCART, including courses in:
 - Sensory Integration and Movement Breaks
 - Functional Behaviour Assessment
 - Social Language
 - Alternative Curriculum
 - Structured Work Systems
 - Boom Cards
 - How to use behavioural contracts
 - Teaching life skills



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

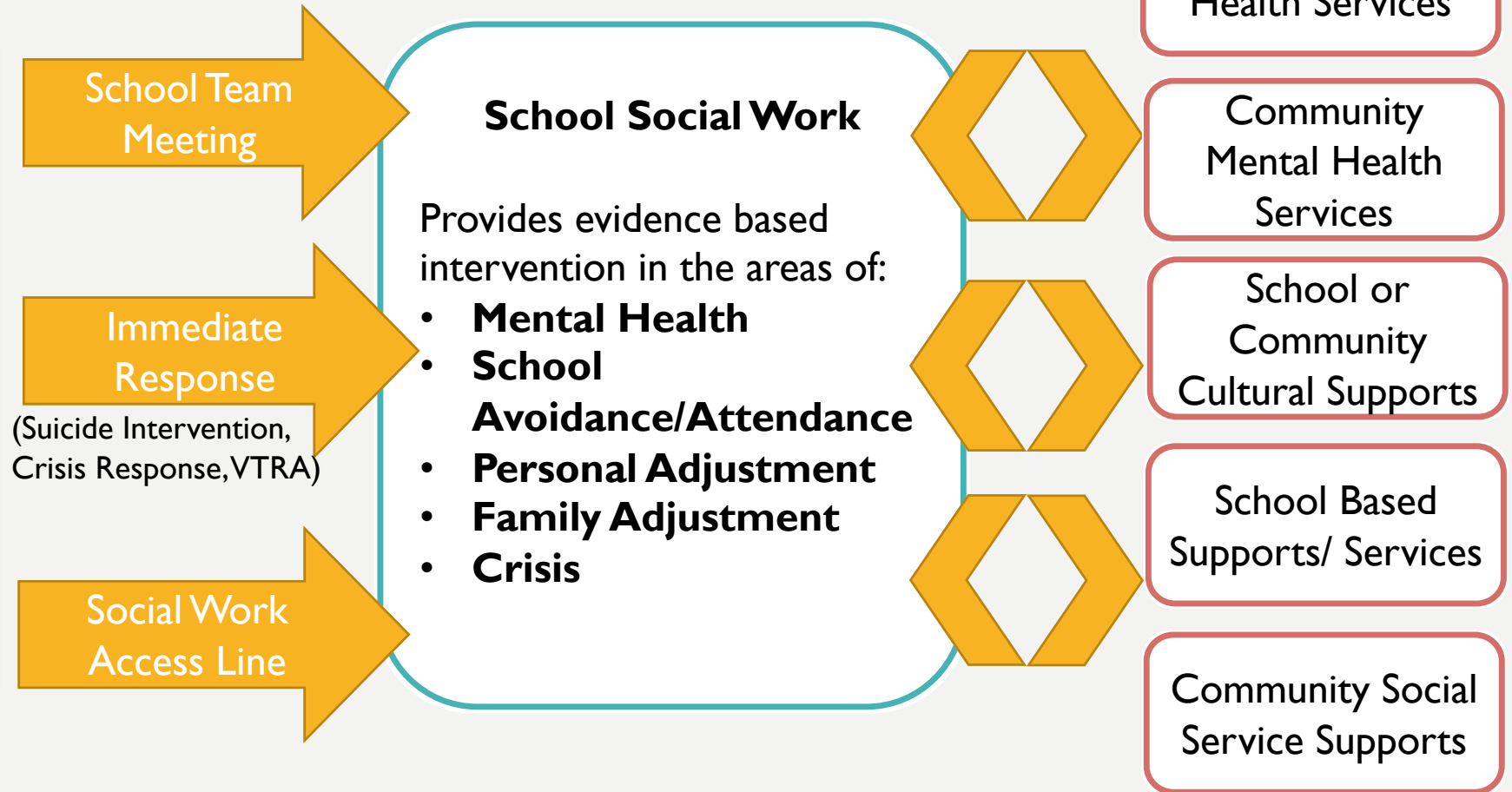
SERVICE DELIVERY MODEL AT DCDSB

SOCIAL WORK AND CYC SERVICES

Pathways To Social Work Services In Elementary Schools



Each school has a consistent amount of SW time based on enrollment data & priority neighbourhood data ranging from 0.5 to 1.5 days/ week



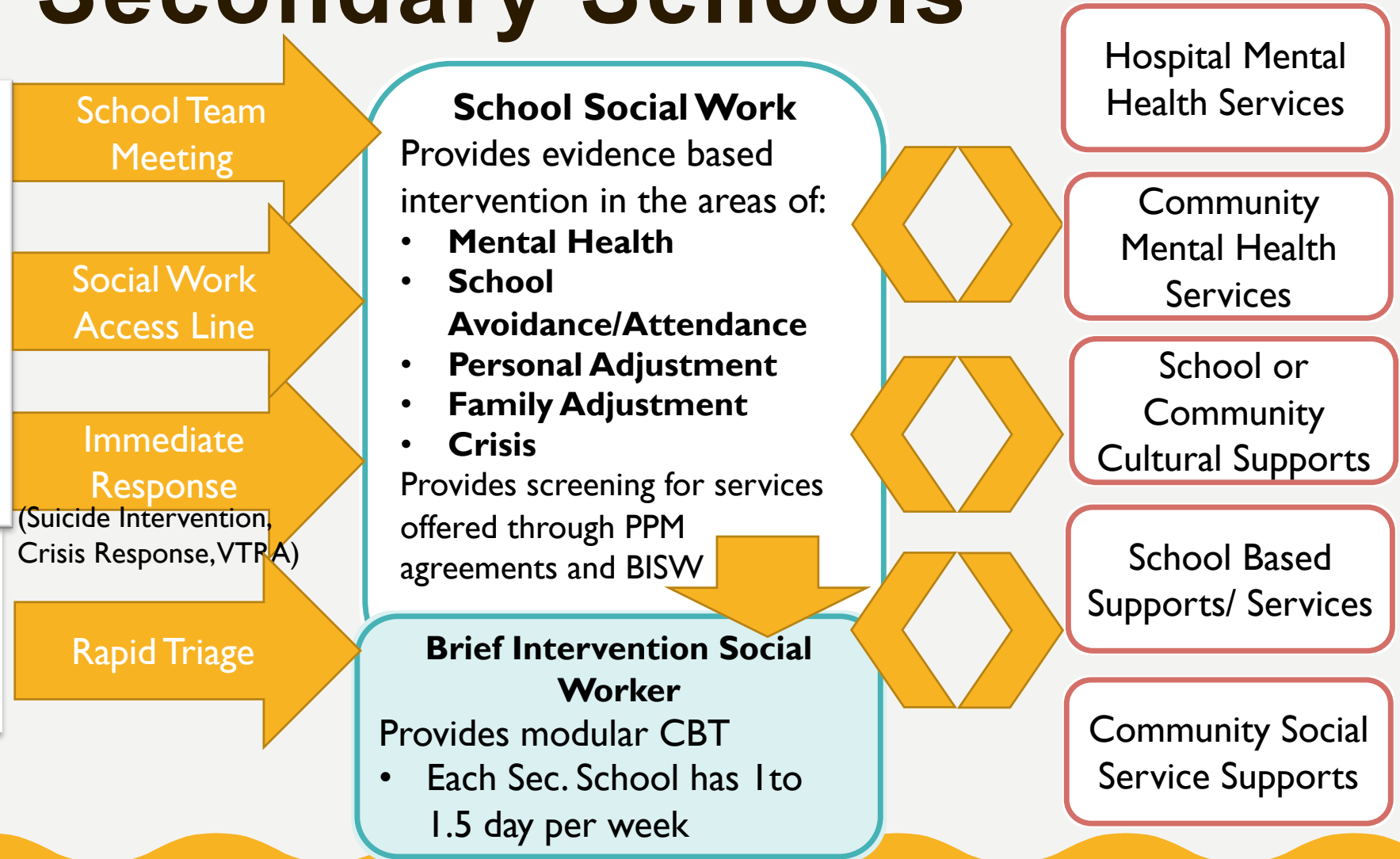
Increased focus on reducing barriers to service

Pathways To Social Work Services In Secondary Schools

B2023-04-24 Page 51 of 145



Each school has a consistent amount of SW time based on enrollment data & Priority Neighbourhood data ranging from 2.5 to 3.5 days per week



Increased focus on reducing barriers to service

Mental Health Strategy

- New Mental Health Strategy
**Together for Mental Health:
Everyone, Everyday**
- Built through the collection of provincial data, as well as data from our staff, students and parents, guardians and caregivers.
- 4 Strategic priorities will inform our work:



Mental Health Strategy cont.

1. Amplify the promotive and protective influence of schools by creating culturally responsive, mentally healthy schools and classrooms.

Over the next three years, we will continue to focus on:

- Supporting school and system leaders and school staff to create culturally responsive, mentally healthy schools and classrooms.
- Wellness promotion and uptake of evidence-informed, culturally responsive social-emotional learning.
- Building student mental health literacy, with an emphasis on student engagement, leadership, and agency.
- Promoting staff well-being and ensuring that staff have the tools they need to nurture their own mental health and in turn that of the students.

Mental Health Strategy cont.

2. Identify and address emerging and escalating student mental health problems.

Over the next three years, we will continue to focus on:

- Building role-specific capacity for noticing and responding when students are experiencing emerging signs of mental health concerns.
- Increasing the use of evidence based, stepped care protocols for supporting students with mild-to- moderate mental health needs.

Mental Health Strategy cont.

3. Mobilize focused support for those disproportionately impacted by COVID-19 and/ or those with more serious mental health and addiction concerns.

Over the next three years, we will continue to focus on:

- Increasing the capacity of school mental health professionals to respond to the changing mental health needs of our students, particularly those with more serious mental health and addiction concerns, using evidence-based approaches.
- Building knowledge of culturally responsive supports and best practices that serve to disrupt inequities.

Mental Health Strategy cont.

4. Build and sustain strong safety nets through family and system collaboration.

Over the next three years, we will continue to focus on:

- Building and maintaining collaborative relationships with community partners, including culturally relevant mental health supports and initiatives.
- Ongoing work in supporting pathways to, from and through service.
- Training and protocols in suicide prevention and postvention.
- Supporting parents, guardians and caregivers of children who are struggling with mental health problems, through capacity-building and facilitating connections to more intensive supports.

Listening, Learning, and Living in Faith

Mental Health Strategy: Professional Development

- Mental Health First Aid
- Applied Suicide Intervention Skills Training
- SafeTalk and Life Promotion/Suicide Prevention
- Traumatic Events Systems Training
- Sharing of Excellences: Supporting Minds, Supporting Kindergarten Well-Being, Talking About Mental Illness Facilitator Session
- Student Services collaboration with the New Teacher Induction Program

Special Education Review

- Student Services department has engaged in a comprehensive Special Education Review
- Purpose of the Review – to ensure all members of the DCDSB community have a shared vision and understanding of the Board's Special Education Plan
- Using the Ontario Human Rights Commission's Policy and Recommendations for improving education outcomes for students with disabilities, Student Services is working to recognize and remove systemic barriers, and to improve implementation of effective programs and services

Special Education Review: Departmental Goals

- Student Services staff is now planning for the 2023-24 school year
- Focus on developing high level departmental goals that flow from feedback obtained through the Special Education Review; parent/guardian/caregiver, administrator, department feedback
- More discipline-specific goals to be developed based on Student Services department goals

Questions





Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: April 24, 2023

Subject: **Witnessing Faith Strategic Goals and Actions**

Origin: Katharine Stevenson, Superintendent of Education

Purpose

To provide an update to the Board of Trustees on the ways in which the Durham Catholic District School Board 2022-2023 Goals and Actions associated with the Witnessing Faith Strategic Priority have:

- increased opportunities to support a culture of teaching and learning which is rooted in the Gospel values and reflects and nurtures the Ontario Catholic School Graduate Expectations across curricula;
- increased opportunities to support faith formation for all members of the community that are inviting, engaging, and purposeful; and
- fostered a relationship between home, school, and parish through pastoral planning at both the school and system level.

TB/lj

Attachment: Witnessing Faith Strategic Goals and Actions Presentation

Witnessing Faith Strategic Goals and Actions

Strategic Priority 1
2022-2023



STRATEGIC PRIORITY 1:
**Witnessing
Faith**

*“On a daily basis, Catholic School
demonstrates the joy of believing
and witness the Good News to the
communities we serve.”*

—RENEWING THE PROMISE,
ASSEMBLY OF CATHOLIC BISHOPS OF ONTARIO



Listening, Learning, and Living in Faith

Goal

- To increase opportunities to support a culture of teaching and learning which is rooted in the Gospel values and reflects and nurtures the Ontario Catholic School Graduate Expectations across all curricula



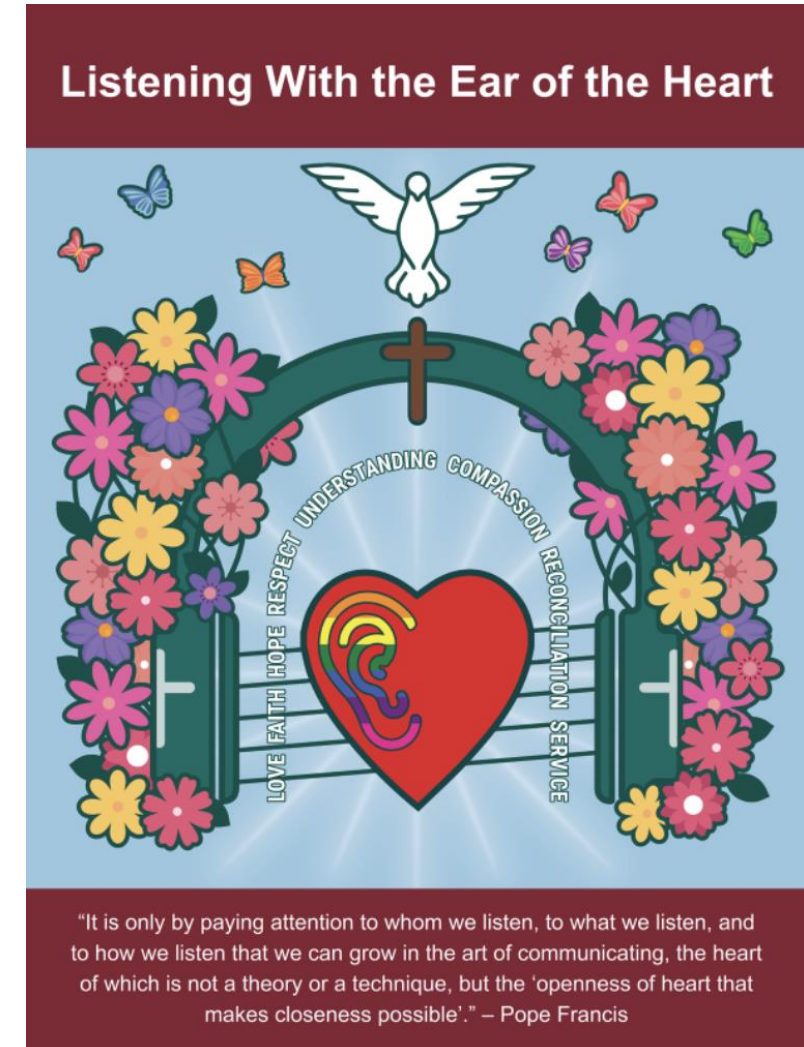
STRATEGIC PRIORITY 1: **Witnessing Faith**

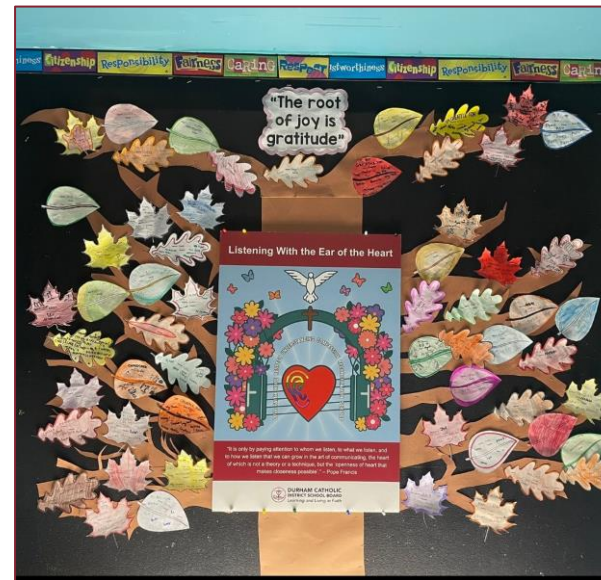
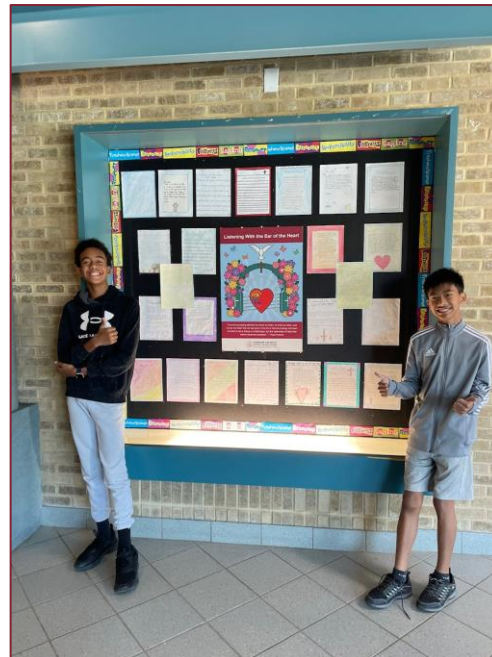
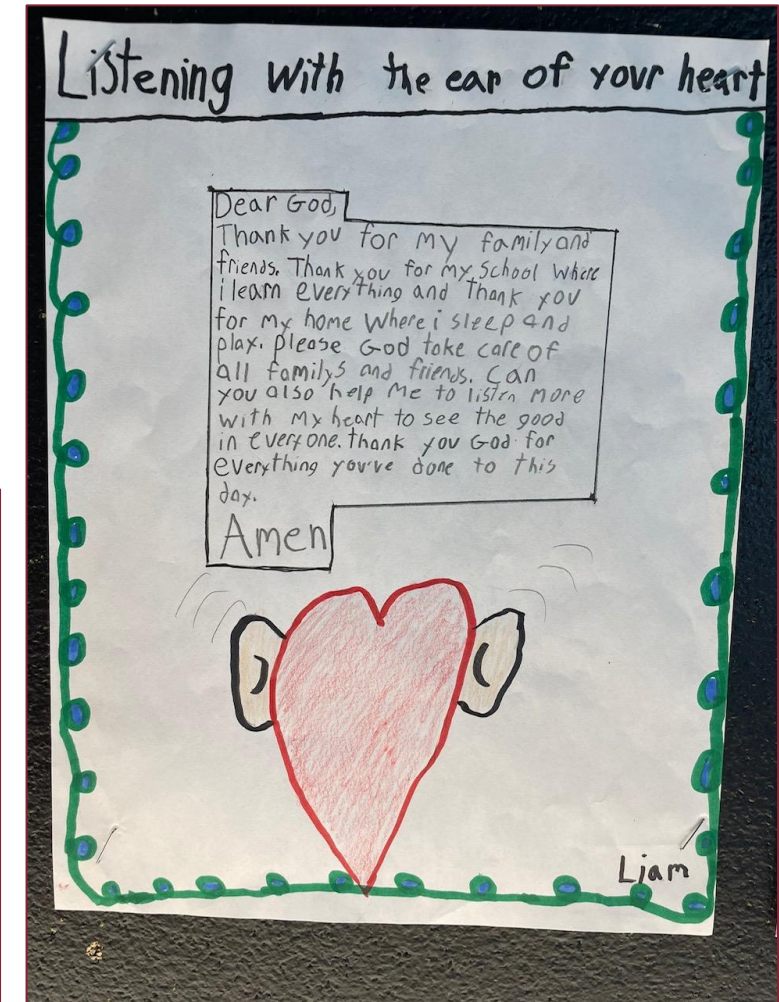
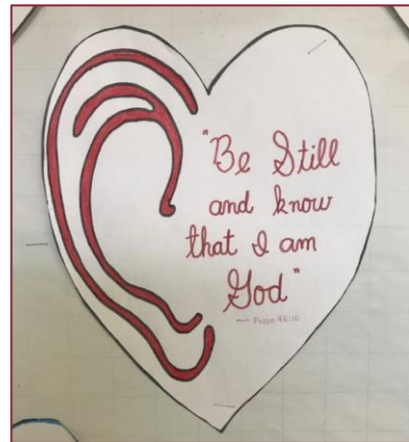
“On a daily basis, Catholic School demonstrates the joy of believing and witness the Good News to the communities we serve.”

—RENEWING THE PROMISE,
ASSEMBLY OF CATHOLIC BISHOPS OF ONTARIO

Spiritual Theme

- Introduction in the Fall of 2022:
 - School Administrators
 - School Administrative Assistants
 - CEC/OMAC staff
 - DCPIC
 - Trustees
- Linking learning and experiences to the theme:
 - Liturgical celebrations
 - Advent and Lenten retreats
 - Administrator and Student retreats
 - Sharing of Excellence staff PD sessions





Listening, Learning, and Living in Faith

Catholicity Across the Curriculum



Listening, Learning, and Living in Faith

Goal

- To increase opportunities to support faith formation for all members of the community that are inviting, engaging, and purposeful



STRATEGIC PRIORITY 1:
**Witnessing
Faith**

“On a daily basis, Catholic School demonstrates the joy of believing and witness the Good News to the communities we serve.”

—RENEWING THE PROMISE,
ASSEMBLY OF CATHOLIC BISHOPS OF ONTARIO

Adult Faith Ambassadors

- Engaged in a full-day of learning and fellowship
- Supported by Secondary School Chaplains



Faith Ambassadors



- Feedback from participants:
 - Very appreciative of opportunity to meet face-to-face with secondary school chaplains in their Family of Schools
 - Desire more opportunities to collaborate with one another and share resources and best practices
 - Some are seeking further clarification of their role in elementary schools

Adult Faith Formation

We look to the future of Catholic Education with great hope because we are blessed to have so many committed and faith-filled educators and leaders whose witness to faith provides a compelling example to our young people. The Catholic education community is encouraged to support opportunities for faith formation for all members of the community in ways that are inviting, engaging, and purposeful.

Renewing the Promise, p. 28

Principal and Vice Principal Retreats

- Two-day Principal retreat in October and Vice Principal Retreat in March
- Facilitated by Michael Way Skinner
 - Listen, Rest, Rise: Sustaining a Listening Heart in Trying Times
- Administrators scored high:
 - make personal connections to faith
 - gain new insights in the role as faith leader in the school community



Advent Retreat

- Manresa Jesuit Spiritual Renewal Centre on November 30
 - 20 Teachers
 - 13 Educational Assistants
 - 2 Administrative Assistants
 - 1 Chaplain
- Celebrant Fr. Henk van Meijel spoke to the retreat theme, “Celebrating our Gifts of the Holy Spirit.”
- Called to reflect upon how we can use our God-given gifts in the context of Catholic education through Scripture, guided journaling, and prayer



Advent Retreat

- Retreatants enjoyed creating Advent-themed centrepieces
- Many commented about the beauty of coming together in person again as people of faith



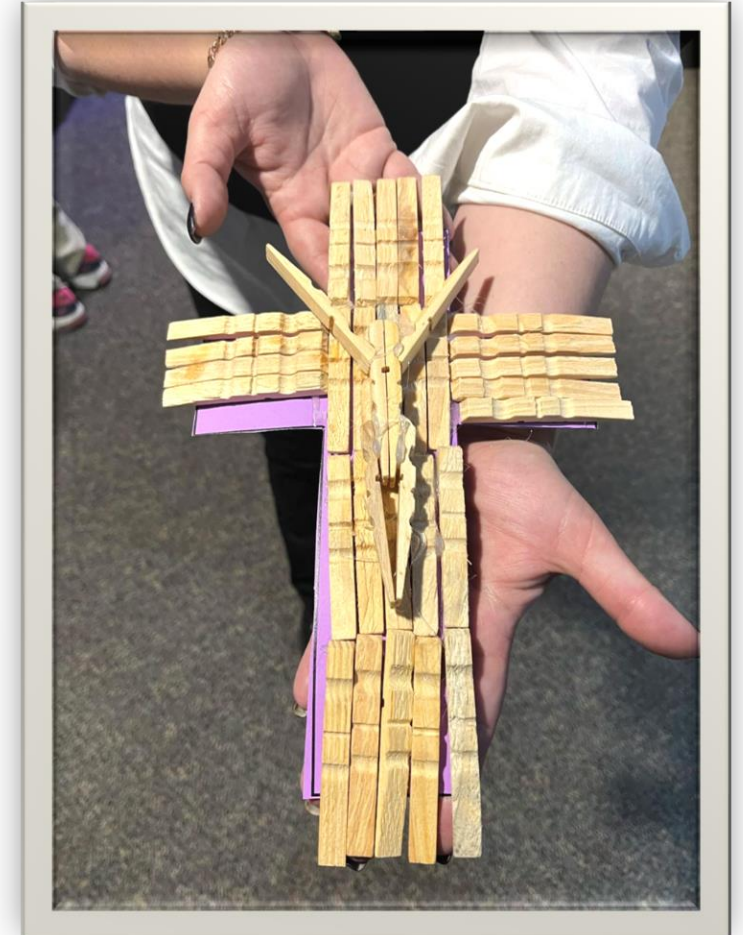
Lenten Retreat

- Manresa Jesuit Spiritual Renewal Centre on March 2
 - 28 Teachers
 - 12 Educational Assistants
 - 3 Administrative Assistants
 - 1 Chaplain
- The theme, “Reflect and Renew: Embracing Silence” was inspired by this year’s spiritual theme
- The mass celebrant, Fr. Jim Kelly, spoke about the importance of prayer, especially during the Lenten season



Lenten Retreat

- Retreatants shared a meal, enjoyed the Clothes Pin Cross craft activity, and experienced a traditional “Examen Prayer” in true Jesuit fashion
- Retreatants rated their experience 4.6/5, appreciated the time for quiet reflection and silence, and expressed thanks for this yearly opportunity



Walking Each Other Home

- Series of monographs and related research
<https://catholicpartners.ca/adult-faith-formation/>
- Bishop Douglas Crosby invited Catholic partners to:
 - Explore formation for mission
 - Grow in knowledge of adult faith formation
 - Enhance efforts to lead the important work of safeguarding and enriching Catholic education



Listening, Learning, and Living in Faith

ICE Symposium 2023

- The next Institute for Catholic Education Symposium is May 9-10, 2023
- Theme is *On the Way: Adult Faith Formation in Catholic Education*
- English Catholic and French Catholic board teams from across the province
- DCDSB team of 12 will attend this provincial symposium



Goal

- To foster a relationship between home, school, and parish through pastoral planning at both the school and system level



STRATEGIC PRIORITY 1: Witnessing Faith

“On a daily basis, Catholic School demonstrates the joy of believing and witness the Good News to the communities we serve.”

—RENEWING THE PROMISE,
ASSEMBLY OF CATHOLIC BISHOPS OF ONTARIO

Pastoral Plans

- Currently engaged in a “refresh” of the pastoral planning template
- How do we animate our Catholic faith in the school and make evident our Catholic identity?
- Working group of Principals and Vice Principals
- Focus on the three processes of the Multi-Year Strategic Plan
 - **LISTENING**
 - **LEARNING**
 - **LIVING IN FAITH**

Pastoral Plans – our hopes

- It is our hope that the revised Pastoral Planning template will serve to:
 - Provide a deeper understanding of the purpose of the pastoral plan with opportunity for accompanying learning and formation
 - Support enhanced communication and collaboration with pastors and the parish team
 - Provide an easy-to-understand “roadmap” for the year
 - Facilitate transparency and accountability to our families
 - Provide an at-a-glance reference for liturgical celebrations and other special celebrations in each Catholic school (e.g., Advent celebrations, Catholic Education Week activities, graduation, etc.)

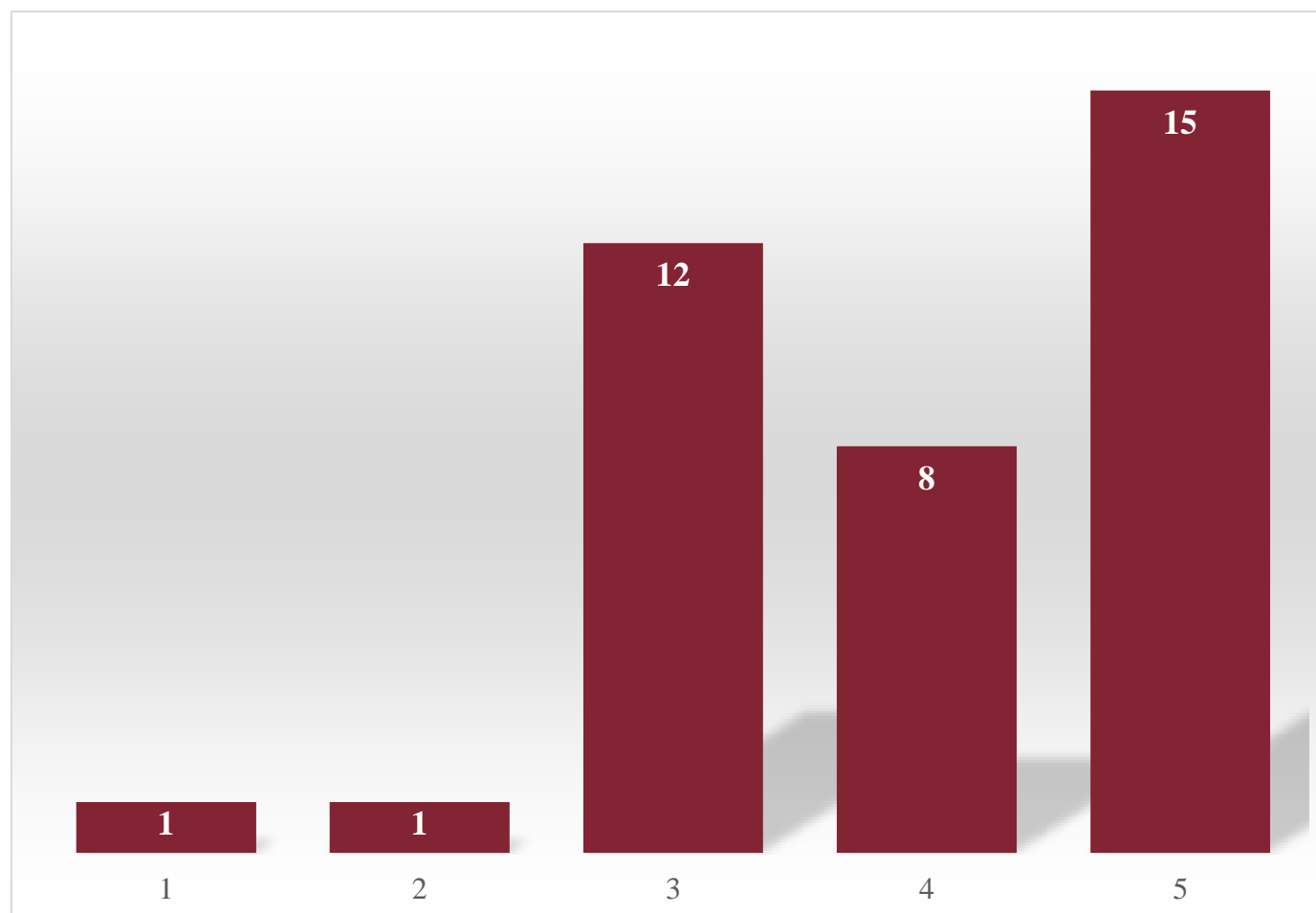
Parish Partnership Check-in Post-COVID

- Elementary and Secondary Administrator survey to assess the current parish partnership
- Survey will serve to set a baseline to name and celebrate what is going well and to collaboratively seek ways to journey forward in faith together



How would you rate your current school-parish partnership? (1 to 5)

n=41
avg=3.98



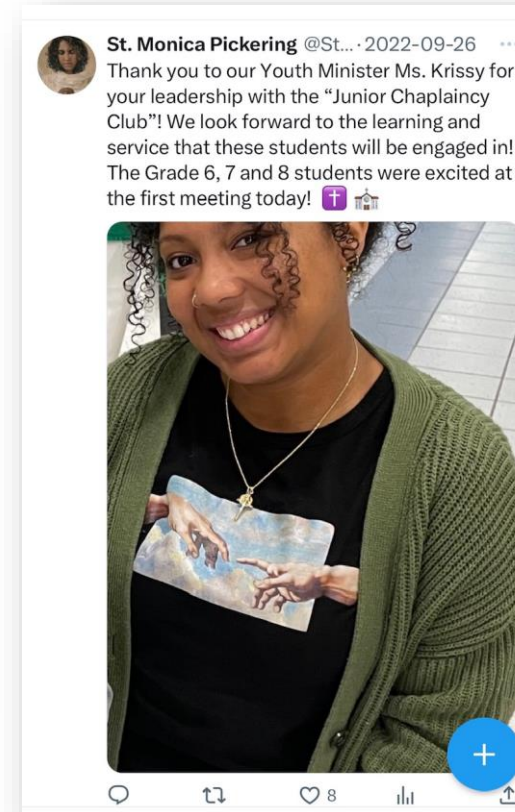
What is working well?

mass • liturgical seasons • youth minister • sacramental prep
charity work • good rapport • class visits • reconciliation
collaboration with parish team • communication
proximity to church • Christmas family support
instructional masses • assist student retreats
parish rep on school council • pastor as guest speaker
use of parish for retreats

What challenges are you experiencing?

more frequent visits • a presence in the school
distance to church • communication about parish events
including priest in school events • conflicting schedules
encouraging parental involvement in parish
availability of priests • early school start time
understanding students who are not practicing their faith
ability to connect with diverse student population
use of parish for retreats • more non-liturgical visits

Shoutouts on Twitter...



Listening, Learning, and Living in Faith

...and in Newsletters

BIBLE PRESENTATION CEREMONY | Grade 4 and 5

The church has preserved and passed on, the Word of God from generation to generation. In art, music and liturgy, the Word of God has been proclaimed, celebrated and treasured. Recognizing that we are all called to grow in faith and love of Christ, we now prepare to hand on that precious gift to our grade 4 and 5 students. Yesterday Father Francisco joined us for a very special event for our Grade 4 and 5 students, the presentation of their own Bible. Thank you, Mr. Fahey, Mr. D'Onofrio and Ms. Tieche for arranging the presentation for the students and to Mr. Goldsmith for joining us to provide technical support and music.



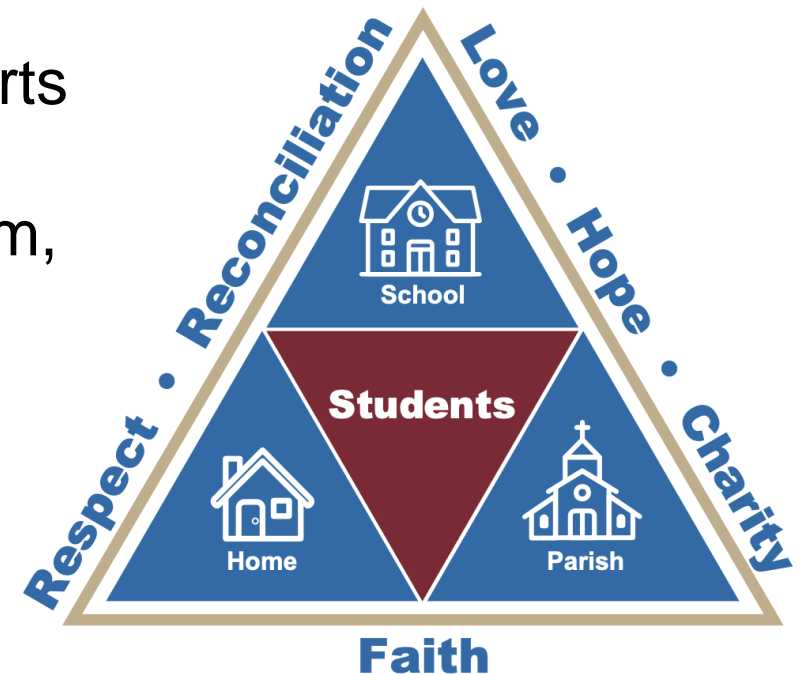


Students at
Archbishop
Denis O'Connor
Catholic High
School build a
nativity for St.
Bernadette
Parish

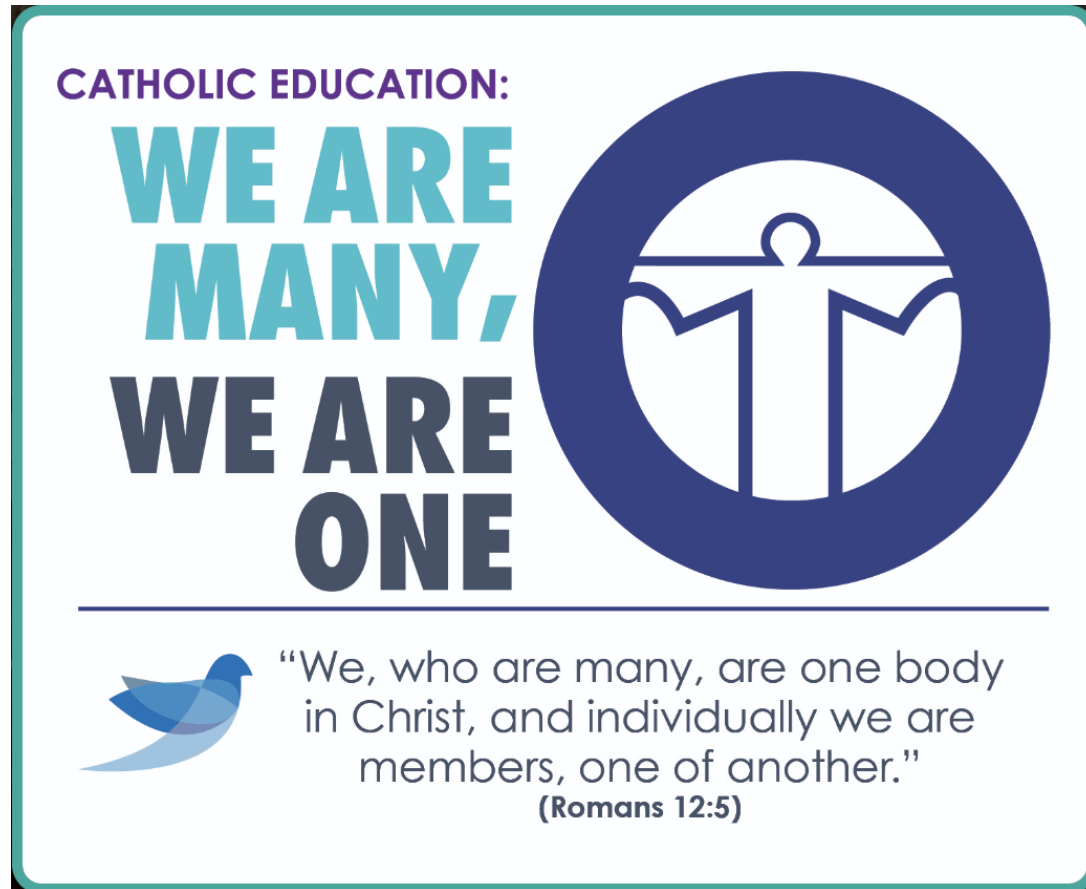
Listening, Learning, and Living in Faith

Strengthening Parish Partnerships

- DCDSB to host brunch on May 31 for Bishop Nguyen and the priests from our zone
- Tentative opportunity to:
 - Share pastoral planning template and supports
 - Provide an overview of the *Growing in Faith, Growing in Christ* religious education program, including the parish portal
 - Begin conversations of the ways in which we can support one another in our complementary vocations



OCSTA Catholic Education Week



- April 30 - May 5, 2023
- Resource package for use in Catholic schools
 - Elementary and Secondary
- System-wide Mass - May 1st
 - Distinguished Catholic Educator Awards



Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: April 24, 2023

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 <p>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."</p>	Apr. 25/22	Director of Education	Sept. 2022 Oct. 2022 Fall 2023	Sept. 26/22 Oct. 2022 Fall 2023

Order Paper: Resolutions Approved for Implementation
Page | 2

Resolution	Date of Approval	Referred to	Return Date to Board	Date of Completion
<p>“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</p> <p>Whereas, the Board currently has three advisory groups representing equity deserving populations, (Indigenous, Black, and 2SLGBTQ+),</p> <p>The DCDSB Board of Trustees request a staff report that outlines the following:</p> <ol style="list-style-type: none"> 1. What are the terms of reference for our current advisory committees? 2. What are the conditions that prompt the creation of an advisory committee? 3. What are the membership requirements and who are the current members? 4. What is the current process to bring forward Committee reports to the Board of Trustees and what options exist to enhance information sharing and communication going forward? <p>Be it resolved that the Board of Trustees use the information in the report to explore a better connection with the advisory groups.”</p>	Jan. 23/23	Director of Education	Mar. 27/23	Mar. 27/23
<p>“THAT the Board of Trustees write a letter to the Education Quality and Accountability Office (EQAO) requesting additional access to Grade 3, 6 and 9 assessment data, including individual student reports and a breakdown of levels of achievement for each question.”</p>	Jan. 23/23	Chair of the Board / Director of Education	Feb. 27/23	Feb. 27/23

Order Paper: Resolutions Approved for Implementation
Page | 3

Resolution	Date of Approval	Referred to	Return Date to Board	Date of Completion
“THAT the Durham Catholic District School Board approve the Schedule of Financial Reports to the Board of Trustees as outlined in the report.”	Jan. 23/23	Chief Financial Officer		
<ul style="list-style-type: none"> • 2023/2024 Budget Process • Ministry of Education Funding Announcement • 2022/2023 Second Quarter Budget Status Report • 2023/2024 Budget Update • 2023/2024 Final Budget Report • 2022/2023 Audited Financial Statements • 2023/2024 Revised Estimates Report 			Feb. 27/23 Mar./Apr. 2023 Apr. 24/23 May 23/23 June 19/23 Nov./23 Dec./23	Feb. 27/23
<p>"WHEREAS ongoing issues and challenges, including a province-wide bus driver shortage, continue to impact student transportation services in Durham Region; and,</p> <p>WHEREAS the DCDSB is committed to actively monitor and manage student transportation issues;</p> <p>BE IT RESOLVED THAT the DCDSB request a report on the state of student transportation to be presented at the next regular Board meeting; and</p> <p>THAT such report cover the impacts and management of:</p> <ul style="list-style-type: none"> • The bus driver shortage; • Bus service in remote and rural areas including service on dead-end roads; and, • Durham Region Transit Bus Passes” 	Feb. 27/23	Director of Education	Mar. 27/23	Mar. 27/23



Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: April 24, 2023

Subject: **Special Education Advisory Committee Meeting – April 11, 2023**

Origin: Paula Sorhaitz, Superintendent of Education

Please find attached a copy of the Minutes of the Special Education Advisory Committee Meeting held on April 11, 2023.

TB/PS/dp

Attachment: Minutes of April 11, 2023



Special Education Advisory Committee Meeting Minutes
Durham Catholic District School Board
April 11, 2023 at 7:30 PM
Virtual and at CEC – North & South Board Rooms

Members Present:

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

Trustees Present:

J. McCafferty, virtually

Staff Present:

P. Sorhaitz (Superintendent of Education); M. Hammond (Chief Financial Officer); H. Killoran (Student Services Consultant), Y. Fisher-Brown (Senior Manager, Mental Health Initiatives/ Mental Health Leader; C. Siqueira, Numeracy Support Teacher; E. McCall (Communications)

SEAC Representatives:

D. Allen (CPCO Representative) virtually, T. Robertson (APSSP Representative) virtually, L. Jemmott (OECTA Representative)

Regrets:

Robert De Souza (Trustee); M. Cope (CUPE Representative), S. Casola (Autism Ontario), C. Julien (Community Representative)

1. Opening

Chair Adamo called the meeting to order at 7:34 p.m., offered the opening prayer and welcomed everyone to the meeting.

- 1.1. Memorials and Prayer
- 1.2. Land Acknowledgements
- 1.3. Roll Call and Apologies
- 1.4. Call to Order
- 1.5. Approval of the Agenda

Motion:

SS-2023-04-11-01
Approval of Agenda

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

"That the Special Education Advisory Committee approve the agenda of the Tuesday, April 11, 2023 meeting, as printed."

CARRIED

1.6. Approval of the minutes of March 7, 2023 SEAC Meeting

Motion:

SS-2023-04-11-02

Approval of Minutes

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

"That the Special Education Advisory Committee approve the Minutes of the Tuesday, March 7, 2023 meeting, as printed."

CARRIED

1.7. Declarations of Interest

None

2. Items for Information/Decision

2.1. Announcement

None

2.2. Presentations

2.2.1. Special Education Budget Update - Marie Hammond

Marie Hammond, Chief Financial Officer, provided an overview of the Board and the Special Education's current financial positions.

Ms. Hammond informed that the Board had not received the 23-24 budget details from the Ministry of Education and, therefore, would not be able to share much information on the special education budget for next year.

Ms. Hammond provided highlights of the Stakeholder budget consultations. Four separate ThoughtExchanges were made available to all stakeholders on the budget and strategic priorities. Ms. Hammond also shared a brief overview of some of the key thoughts.

2.2.2. Numeracy Support Teacher - Concetta Siqueira

Concetta Siqueira, the new Numeracy Support Teacher, shared that June 2022 EQAO data results were used to identify schools of focus. She will be working with administrators, PSTs and teachers to enhance numeracy skills for students in grades 6-8 with individual education plans at 3 schools.

Concetta provided a breakdown of the Numeracy Support Teacher role and shared that she will be implementing numeracy strategies and collaborating with and supporting the staff and students at these schools.

2.2.3. Autism Update - Helen Killoran

Helen Killoran, Autism Consultant, provided an in-depth description of her role with the Board.

Helen supports educators that have students with Autism Spectrum Disorder (ASD); she leads the Durham Catholic Autism Resource Team (DCART), a multidisciplinary team that supports elementary and secondary students, educators, and families on a referral basis. She is involved with the coordination services of the Early Intervention Classrooms (EIC), at three school sites. The EIC is a communication-based program that supports language/communication, school-readiness skills, self-regulation, play, and social-emotional development for students in kindergarten. The small classroom placement has a maximum of 6 students per site.

Helen also supports the After School Social Skills Program, a program for students on the spectrum that require additional support and skill building around social skills.

Helen also shared a detailed breakdown of many services, supports, and professional development provided for staff.

Helen informed that April is Autism Awareness Month and that the DCDSB schools celebrated Autism Awareness on Thursday, March 30th, by promoting their front foyers with displays and participating in activities centered around inclusion and acceptance. Helen shared some pictures of the beautiful displays with the committee.

2.3. Business arising from previous meeting

2.3.1. Draft letter - Requesting 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

Deferred

2.3.2. Draft letter - SIP funding

Motion:

SS-2023-04-11-03

Approval of letter as drafted.

“That the Special Education Advisory Committee approve the letter to the Minister of Education requesting that the Minister

evaluate the true costs associated with SIP claims to support students and increase funding accordingly.”

Motion moved by J. Sorhaitz and motion seconded by W. Heeney.
CARRIED

2.4. Staff Reports

2.4.1. Student Services Report - Helen Killoran, Yulan Fisher-Brown, Paula Sorhaitz

Helen Killoran provided the following Coordinator's report:

- New PST Mentoring continued in March
- New Elementary PSTs visited the Early Intervention Classrooms (EICs) to see the EIC program in action
- New Secondary PSTs visited their mentor PST to shadow them and to learn about how the Program Support Department runs at the mentor's school
- Sharing of Excellence Series in April: ABA Principles: Generalization

On March 21, the DCDSB celebrated World Down Syndrome Day. The Communications department and Student Services staff were able to join in the fun at St. John Bosco CS.

The Assistive Technology Team delivered 100 additional Chromebooks to each school for student use within the Program Support departments.

On March 29th, Student Services staff provided a parent/guardian session as part of the Navigating Kindergarten Series entitled: Supporting Transitions for Students with Special Needs. A recording of this video is available on the kindergarten tab of our external website.

DCDSB is pleased to participate in LDADR's Power to Achieve Scholarship. Information was sent to all secondary PSTs, Student Success Teachers and Guidance Teachers. We appreciate the generosity of the LDADR.

Project SEARCH Update:

- On-line application closed April 3, 2023
- 18 applicants in total
- Skills Assessment and Interview Day will be held at the Pope Francis Centre on April 26, 2023
- Steering Committee Meetings between all partners (DCDSB, Abilities Centre and Regional Municipality of Durham) are happening monthly to prepare for September 2023 start.

Yulan Fisher-Brown provided the following Mental Health report:

The new Mental Health Strategy will be presented at next board meeting. The strategy is built through the collection of provincial data, as well as data from our staff, students and parents, guardians and caregivers. Four Strategic priorities will inform our work:

1. Amplify the promotive and protective influence of schools by creating culturally responsive, mentally healthy schools and classrooms.
2. Identify and address emerging and escalating student mental health problems.
3. Mobilize focused support for those disproportionately impacted by COVID-19 and/ or those with more serious mental health and addiction concerns.
4. Build and sustain strong safety nets through family and system collaboration.

Upcoming

Parent, Guardian, Caregiver Mental Health Series:

- **Tuesday, April 18:** Youth Engagement- Youth and Substance Use Presented by Pinewood Centre of Lakeridge Health
- **Tuesday, April 25:** Life Promotion/Suicide Prevention- Prepare, Prevent Respond Presented by DCDSB Student Services Staff
- **Tuesday, May 2:** Understanding Mood and Anxiety Difficulties Presented by Ontario Shores
- **Tuesday, May 9:** Game-bling: When Gaming meets Gambling, Presented by the YMCA's Youth Gambling Awareness Program
- **Tuesday, May 16:** The Intersection of Equity and Mental Health Presented by the Black Health Alliance
- Catholic Education and Mental Health Week: May 1-5
- Educators will be given the lesson plans by OCSTA as well as mental health practices and activities to run in their classes.
- Administrators will be given materials for their morning announcements.
- Information for families can be found on the board website

- Sharing of Excellence: Kindergarten Educator Well-being- April 18th
- Navigating Kindergarten Parent Series session: Tips and Strategies to Support Communication Skills and Well-Being- April 19th

Superintendent Paula Sorhaitz, in planning for 2023-24 school year, shared that the Program Support Teacher expression of interest has begun.

The Special Incident Portion (SIP) claims were completed and approved by the Ministry.

Goal Setting 2023-24

Departmental feedback was received, collated and shared with the department last week. The Student Services Executive Team will develop high-level improvement goals, which will flow from parent/guardian/caregiver, Principal/Vice Principal survey from the Special Education Review process and from departmental feedback. The Managers will collaborate with their departments to develop more specific goals for mental health and psychological services departments.

Motion:

SS-2023-04-11-04

Approval of the April 11, 2023, 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 April 11, 2023 meeting.”

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

CARRIED

2.5. Discussion Items

None

2.6. Association Reports

Julie Sorhaitz, Learning Disabilities Ontario

Julie provided the Power to Achieve Award Contest details (attached with minutes).

2.7. Correspondence

None

3. Other Business

3.1. Board Communications

None

3.2. Motion to Adjourn

Motion:

SS-2023-04-11-05

Motion to Adjourn

“THAT the Special Education Advisory Committee meeting of April 11, 2023, adjourn.”

Motion moved by J. Sorhaitz and seconded by A. Massis.

CARRIED

3.2.1. The next meeting of the Special Education Advisory Committee will be held on Tuesday, May 9, 2023 @ 7:30 pm

3.3. Closing Prayer

Closing prayer was offered by Vice Chair Heeney

The meeting adjourned at 8:47 p.m.

Valerie Adamo
Chair, Special Education Advisory Committee

Paula Sorhaitz
Superintendent of Education

Recording Secretary: Delfina Pinto



Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: April 24, 2023

Subject: **Durham Catholic Parent Involvement Committee (DCPIC)**
Minutes of April 13, 2023

Origin: Jim Wilson, Superintendent of Education

Please find attached a copy of the Minutes of the Durham Catholic Parent Involvement Meeting held on April 13, 2023.

TB/JW/lj
Attachment: Minutes of April 13, 2023



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

Durham Catholic Parent Involvement Minutes

Durham Catholic District School Board
April 13, 2023 at 7:30 PM North Boardroom
650 Rossland Road West, Oshawa, ON L1J 7C4

Committee Members Present:

Rose Lo Presti (Chair), Morgan Ste. Marie (Trustee), Josie Mullin (Vice-Chair)(Virtual),
Melissa Bevan, Andrea Gagliardi, Michelle Gillis, John Rinella, Christine Santos,
Michelina Dos Santos, Marjorie Poliquin, Chris Szent-Ivany

Staff Present:

Jim Wilson, Lori Jones, Faeron Pilleggi

1. Call to Order

Chair Lo Presti called the meeting to order at 7:51 p.m. and welcomed all committee members to the April 13, 2023, meeting. Chair Lo Presti acknowledged Traditional Lands and Territory.

1.1. Opening Prayer – Christ Szent-Ivany

Chris Szent-Ivany recited the opening prayer.

1.2. Welcome and Courtesies

2. Approval of Agenda

Motion:

DCPIC2023-04-13-01 - Approval of Agenda

"THAT the Durham Catholic Parent Involvement Committee approve the Agenda of Thursday, April 13, 2023, Durham Catholic Parent Involvement Committee meeting as provided".

Motion moved by Marjorie Poliquin and motion seconded by Melissa Bevan.

CARRIED

Minutes of the Durham Catholic Parent Involvement Committee Meeting

Thursday, April 13, 2023

Page 2 of 5

3. Announcements

- 3.1. Next Durham Catholic Parent Involvement Committee Meeting: Thursday, May 18, 2023

Motion:

DCPIC2023-04-13-02 – Approval Date Change

"THAT the Durham Catholic Parent Involvement Committee approve the changing of the May meeting date from May 11, 2023 to May 18, 2023".

Motion moved by Michelle Gillis and motion seconded by Andrea Gagliardi.

CARRIED

4. Actions To Be Taken

- 4.1. Approval and Signing of the Minutes of the Open Session of the Durham Catholic Parent Involvement Committee Meeting of March 9, 2023.

DCPIC2023-03-09-03 - Approval of Minutes

"THAT the Durham Catholic Parent Involvement Committee approve the Minutes of March 9, 2023, meeting."

Motion Moved by Michelle Gillis and seconded by Andrea Gagliardi.

CARRIED

5. Presentations

- 5.1 Scott Grieve, Superintendent of Education, Security in Elementary Schools

Superintendent Grieve answered questions the Durham Catholic Parent Involvement Committee had regarding security in Elementary schools. Marjorie Poliquin asked Superintendent Grieve why there are no cameras on the perimeter of elementary schools facing the portables. Superintendent Grieve explained the use of cameras throughout our system and further discussed our security measures.

- 5.2 Durham Catholic Parent Involvement Committee – Catholic Volunteer

Andrea Gagliardi and Lori Jones gave an update on everything that has been organized to the Durham Catholic Parent Involvement Committee regarding the annual Catholic Volunteer Awards Ceremony taking place on Tuesday, April 18, 2023.

6. Reports/Information/Items

6.1. Chair's Report

Chair Lo Presti hoped everyone had a great Easter Weekend as we enter a busy time of year for the Durham Catholic Parent Involvement Committee. Plans are well underway for the 10th Annual Distinguished Catholic Volunteer Award Ceremony and Reception. Outstanding parent volunteers from each of our schools will be honoured at the Pope Francis Centre on April 18th. Chair Lo Presti thanked the committee for all their hard work on this event so far. As always, the support for this event from Lori Jones is much appreciated.

Chair Lo Presti informed the Committee that April 16th to April 22nd is National Volunteer Week. During that week, please recognize all volunteers in our schools. Their actions create a strong, interconnected, and vibrant Catholic learning community.

6.2 Trustee's Report

Trustee Ste. Marie informed the Durham Catholic Parent Involvement Committee of the Board Meeting on March 27th that involved a presentation about the Information and Communications Technology Strategic Goals. It was apparent that the Information and Communications Department employ various strategies to provide technology throughout the board, especially in the area of cybersecurity. There was also a presentation concerning Durham Student Transportation Services (DSTS). The presentation indicated that DSTS is a complex multi-faceted operation. Trustees asked that the DSTS Governance Committee further explore strategies to communicate DSTS's policies and procedures to stakeholders.

Director Barill provided an overview of the Trustee Code of Conduct. In the fall of 2022, the Board of Trustees approved the new Board Mission Statement. The Trustee Code of Conduct has been revised to reflect the updated Mission Statement. Trustees are always supportive of the code of conduct and endeavor, to conduct themselves accordingly.

Trustee Ste. Marie shared that the Durham Catholic District School Board will be co-hosting the Ontario Catholic School Trustees' Association (OCSTA) Annual General Meeting in Toronto from April 27-29. The theme for this year is "Journeying Together in Faith". Chair Forster and the DCDSB trustees are looking forward to welcoming trustees from other Boards from across the province, as they network and share in the ongoing efforts to support and strengthen Catholic Education.

Trustee Ste. Marie informed the Durham Catholic Parent Involvement Committee that the Durham Catholic Children's Foundation, in partnership with the Durham Catholic District School Board, is pleased to announce the "in-person" return of its

signature gala event on May 11th. The 9th Annual Catholic Children's Foundation Gala is wonderful opportunity for the Catholic community and its partners to come together in the spirit of faith, joy and unity. Since its launch in 2014 the Durham Catholic Children's Foundation has raised over \$300,000 through the support of donors to bring hope to students and families in need. Tickets are available on the board's website.

The next Regular Board Meeting will be held on April 24th at 7:30. Parents are welcome to attend in-person and can also view the meeting by the live stream.

6.3 Resource Report

Superintendent Wilson updated the Durham Catholic Parent Involvement Committee on some exciting items happening.

- Registration is now open for Continuing Education's Elementary and Secondary Summer School Programs.
- The Build a Dream's Durham Career Discovery Expo is on Thursday, April 27th, at Deer Creek Golf and Banquet Facility.
- Oshawa Boundary Review Update – Parents will be receiving a letter shortly that has links to a video and presentation concerning an update for each school community. There will also be a link for an additional virtual public meeting which will be held on May 4th at 7 p.m.
- The Mental Health and Well-Being Series has a couple of presentations during the month of April. 1) Tuesday, April 18th: Youth and Substance Abuse, which is presented by Pinewood Centre. 2) Tuesday, April 25: Life Promotion/Suicide Prevention, which is presented by DCDSB Student Services. Both presentations are from 6 – 7 p.m.

Superintendent Wilson thanked all for their collective efforts that make Durham Catholic a better place for each and every one of our students.

6.4 PRO Grant Subcommittee Report

The Pro Grant subcommittee reported that things have not progressed as planned for the Parent Engagement Wellness Day that was planned for May 6, 2023. A decision was made to cancel the permit at Archbishop Denis O'Connor C.H.S. and revisit having this event sometime in September 2023.

6.5 Communications Subcommittee Report

Christine Santos informed DCPIC that the Communications Subcommittee will be focusing on identifying the immediate priorities within communications. The main engagement platform will be Facebook and building the DCPIC brand. The committee is hoping to make it a one-stop-shop for parent to go to.

6.6 School Council Outreach Subcommittee Report

Deferred

6.7 Faith Formation Subcommittee Report

Deferred

6.8 Policy & By-Law Subcommittee Report

Deferred

6.9 Budget Subcommittee Report

Deferred

7. Adjournment

Motion:

DCPIC2023-04-13-04 - Adjournment

"THAT the Durham Catholic Parent Involvement Committee Meeting on Thursday, April 13, 2023, adjourn at 8:55 p.m.

Motion moved by Michelle Gillis and seconded by Melissa Bevan.

CARRIED

8. Closing Prayer

Christ Szent-Ivany

Rose Lo Presti
Chair, Durham Catholic Parent
Involvement Committee

Jim Wilson
Superintendent of Education

RLP:JW:lj



Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: April 24, 2023

Subject: **2022/2023 Second Quarter Budget Status Report**

Origin: Marie Hammond, Chief Financial Officer

Purpose

The 2022/2023 Second Quarter Budget Status Report reflects the Board's financial position at the mid-year point.

Background

An important exercise each year is the preparation of the mid-year Second Quarter Budget Status Report. It allows staff to analyze results to date and to forecast year end results. The report was reviewed in detail with the Finance Committee on April 17, 2023.

TB/MH/II
Attachment



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

2022/2023 Second Quarter Budget Status Report and Mid-Year Forecast





Our Mission

To be an inclusive Catholic learning community that inspires every student to achieve their full potential through faith and education.

Our Vision

By fostering positive relationships with home, school, parish and community, students and staff will learn and work in a Catholic environment where every person is:

- Safe and welcomed
- Accepted and valued
- Heard and engaged
- Supported and prepared

Our Values

We live our faith by demonstrating values of love, hope, faith, charity, respect and reconciliation.

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Attachment 1**Average Daily Student Enrolment**

	2022/2023	2021/2022	Variance	% Change
Elementary	15,225	15,056	169	1.11%
Secondary	6,599	6,518	81	1.23%
Total	21,824	21,574	250	1.15%

As noted in the above table the Board's enrolment across the two panels has grown by 1.15%. Based on current projections, the Board anticipates stable enrolment with modest growth (1% - 1.7% increase) over the next few years.

It is important to note the Board's Long Term Capital Plan and Land Acquisition Strategy is significantly influenced by the Board's student enrolment population, particularly its geographic dispersion and demography. As the Region of Durham continues to expand northwards from east to west it is critical that the Board maintain efficient and effective utilization of its school facilities such that it can continue to service existing communities while generating the ability to qualify for new schools in growth areas.

Means by which the Board manages its facility utilization include boundary reviews, program reviews and where warranted accommodation (school closure) reviews. The Board's capital footprint also significantly impacts the operating budget and as such it is paramount that the Long-Term Accommodation Plan be continually reviewed, updated and diligently implemented in order to maintain a healthy overall financial position.

Attachment 2

Summary of Revenue as at February 28, 2023

Operating	Budget	Received	Anticipated	Received to Anticipated Variance
Ministry Grants (GSN)	\$258,135,456	\$137,287,152	\$137,287,152	\$0
Other Ministry (PPF)	4,925,990	3,136,540	3,136,540	0
Secondments	1,171,981	0	0	0
Government of Canada	721,599	471,770	471,770	0
Other Provincial Agencies	1,049,208	673,376	673,376	0
Community Use of Schools	750,000	337,126	375,000	(37,874)
Continuing Education Fees	200,000	98,513	100,000	(1,487)
International Students	816,675	818,321	816,675	1,646
Partnership Agreements	926,500	753,785	555,900	197,885
Interest Revenue	0	180,323	0	180,323
Incentive Revenue	115,322	104,272	57,661	46,611
School Generated Funds	<u>5,000,000</u>	<u>3,239,905</u>	<u>3,239,905</u>	<u>0</u>
Subtotal	\$273,812,731	\$147,101,083	\$146,713,979	\$387,104
Capital				
Ministry Grants (GSN)	\$51,043,930	\$4,251,019	\$4,251,019	\$0
Multi-Year Technology Program	455,000	0	0	0
Proceeds of Disposition	2,075,005	2,075,005	2,075,005	0
Education Development Charges	<u>24,075,294</u>	<u>17,787,790</u>	<u>19,575,294</u>	<u>(1,787,504)</u>
Subtotal	\$77,649,229	\$24,113,814	\$25,901,318	(\$1,787,504)
TOTAL	\$351,461,960	\$171,214,897	\$172,615,297	(\$1,400,400)

Notes follow on next page

Attachment 2**Summary of Revenue - Notes**

The majority of the Board's revenue sources are cash flowed based on a pre-determined schedule of remittances such as:

- The Ministry monthly grant payment;
- Installments based on other Ministry funding transfer payment agreements;
- Secondments billed at the end of the term;
- Government of Canada scheduled payments;
- Monthly or ongoing other revenue sources such as partnership agreements and community use of schools;
- Monthly EDC payments from the municipalities; and
- Transfers from reserve funds during the year end process.

As a result, there should not be much, if any, variance between actual and anticipated as most payments are known in amount and are to be received on a fixed schedule.

The positive variance in operating revenue noted above is due to increased partnership revenue and interest revenue resulting from higher interest rates and a positive cash balance throughout the first two quarters of the fiscal year. This additional revenue will be used to address pressures in expenditures (as noted in Attachments 4, Wages and Benefits and 6, Departmental Expenditures).

Education Development Charges automatically flow to the EDC reserve fund to be used for future land purchases. As a result, the Board's overall capital revenue position is essentially neutral relative to budget at the mid-year point.

Attachment 3

Summary of Expenditures as at February 28, 2023

	2022/2023 Budget	Actual Expenditures	%	Anticipated	%	Actual to Anticipated Variance
Wages & Benefits	\$233,240,071	\$117,102,187	50.2%	\$117,473,155	50.4%	\$370,968
Schools	2,299,050	1,477,583	64.3%	1,379,430	60.0%	(98,153)
Departments	33,007,546	15,446,729	46.8%	15,528,784	47.0%	82,055
Provision to Operating Reserve	266,064	0	0%	0	0%	0
School Funds	5,000,000	2,563,054	51.3%	2,563,054	51.3%	0
Capital Programs	<u>77,649,229</u>	<u>33,611,538</u>	43.3%	<u>37,006,375</u>	47.7%	<u>3,394,837</u>
Total	\$351,461,960	\$170,201,091	48.4%	\$173,950,798	49.5%	\$3,749,707

Attachment 3 is a summary of the detailed analysis contained in Attachments 4 through 7 of the Board's year to date expenditures in comparison with anticipated results.

In particular, Attachment 4 breaks down the wage variance into four components and Attachment 6 provides analysis regarding the year-to-date results for each of the individual departments.

In addition, Attachment 7 outlines the spending (anticipated versus actual) in the capital programs area of the budget.

Anticipated expenditures are based on two core components: anticipated consumption rate of annual ongoing operating costs (i.e. - utilities); and anticipated stage of completion of various individual operating and capital related projects and initiatives.

Attachment 4

Wages and Benefits as at February 28, 2023

	Budget	Actual	%	Anticipated	%	Actual to Anticipated Variance
Wages – Academic	\$142,736,201	\$71,839,482	50.3%	\$71,747,787	50.3%	(\$91,695)
Wages – Support	47,221,673	24,620,425	52.1%	25,221,136	53.4%	600,711
Sick Leave Plans	5,738,810	3,306,384	57.6%	2,928,568	51.0%	(377,816)
Benefits/ Deductions	<u>37,543,387</u>	<u>17,335,896</u>	46.2%	<u>17,575,664</u>	46.8%	<u>239,768</u>
	<u>\$233,240,071</u>	<u>\$117,102,187</u>	50.2%	<u>\$117,473,155</u>	50.4%	<u>\$370,968</u>

Anticipated wages at the mid-year point detailed in the above chart (Attachment 4) are based on the following: teaching wages at 13 pays out of 26; EA's and ECE's at 13 pays out of 22; other support staff and non-teaching wages at 13 pays out of 26; supply teacher costs at 99 days out of 194.

Overall, the Board's annual wages and benefits budget is derived by the number of staff required by the system as outlined in Attachment 5 (Staffing Summary).

In reviewing the above chart, a positive variance is noted in support wages resulting from vacant positions throughout the first half of the year. It has been difficult for the Board to find qualified staff in certain fields, such as the trades. Lower than anticipated wages have also resulted in savings in benefits at the mid-year point. As positions are filled, savings in both wages and benefits will dissipate throughout the remainder of the year.

Also noted in the above chart is a negative variance in the sick leave category. The Board continues to experience unprecedented absences and is forecasting a continued pressure in supply costs throughout the remainder of the year.

In addition, there is a small negative variance in academic wages resulting from adjustments in staffing requirements as noted on Attachment 5.

On April 6, 2023, staff received a report from School Boards' Co-operative Inc. (SBCI) which reflects an amended forecast for WSIB costs which is approximately \$260,000 higher than the current budget. These additional costs will be incurred by the year end.

Savings resulting from vacant positions will be utilized to offset pressures in supply costs, increased WSIB expenses and academic staffing adjustments.

Attachment 5

Staffing Summary as at February 28, 2023

	Budget	Payroll	Variance
Teachers			
Elementary Teachers	909.68	910.38	(0.70)
Secondary Teachers	435.16	435.68	(0.52)
Coordinators/Consultants	34.50	34.50	0.00
Principals/Vice-Principals			
Elementary/Secondary	77.67	77.67	0.00
Non-Teaching			
Senior Administration	12.00	12.00	0.00
Middle Management/Non-Union	64.00	62.00	2.00
Faith Formation	8.00	8.00	0.00
Student Services	46.30	45.30	1.00
Educational Assistants	321.00	321.00	0.00
Early Childhood Educators	97.00	97.00	0.00
Custodial Maintenance	169.00	166.00	3.00
Secretarial/Clerical	112.50	110.00	2.50
Trustees	8.00	8.00	0.00
Secondments	9.83	9.83	0.00
Total	2,304.64	2,297.36	7.28

The majority of the Board's operating budget is wages and benefits. From a financial controls' perspective, the easiest way in which to monitor this area of the budget is to compare budgeted positions to those hired and on payroll as per the staffing summary (Attachment 5).

There are a number of positions which are dependent on student enrolment, and which can fluctuate throughout the year. In addition, many positions are determined by collective agreement and/or specified Ministry funding.

At the mid-year point there are a number of positions which may have become vacant during the year, and which are yet to be filled based on timing, candidate availability, hiring processes, etc.

As noted on Attachment 4 (Wages and Benefits), the Board has experienced difficulties in hiring in certain areas. It is anticipated these positions will be filled during the second half of the year.

Overall, the total number of staff on payroll is within the budgeted complement with the above noted vacancies due to be filled at some point during the remainder of the year or utilized to offset pressures noted in other areas.

Attachment 6

Departmental Expenditures as at February 28, 2023

	Budget	Actual	%	Anticipated	%	Actual to Anticipated Variance
Student Transportation	\$7,950,639	\$3,932,338	49%	\$3,975,319	50%	\$42,981
Facilities Services	10,009,871	5,417,947	54%	5,343,143	53%	(74,804)
Information Technology	3,427,967	1,676,750	49%	1,628,984	48%	(47,766)
Academic Services	9,312,466	3,349,333	36%	3,482,818	37%	133,485
Business Services	186,000	87,498	47%	93,000	50%	5,502
Human Resources	708,972	260,494	37%	304,486	43%	43,992
Mileage/Travel Allowances	483,738	260,318	54%	241,869	50%	(18,449)
Director's Office	221,000	138,932	63%	110,500	50%	(28,432)
Legal/Professional Services	360,109	98,892	27%	151,246	42%	52,354
Trustees/Student Reps	225,084	178,232	79%	146,305	65%	(31,927)
Communications	121,700	45,995	38%	51,114	42%	5,119
Total	\$33,007,546	\$15,446,729	47%	\$15,528,784	47%	\$82,055

Upon review of the analysis of departmental expenditures (Attachment 6) there is savings in Academic Services. Given that these budgets are primarily funded by the Ministry for use towards specified initiatives it is anticipated that any remaining funds will need to be carried over to next year.

There are also savings in Student Transportation due to route cancellations resulting from driver absences.

In addition, as noted in the above chart, is the negative variance in Facility Services resulting from pressures in utility costs, specifically gas prices. Savings in Student Transportation and additional revenue from Attachment 2 (Summary of Revenue) may be necessary to offset this pressure.

All remaining departments essentially offset each other for typical expenditure consumption. The departmental variances as shown in the above schedule are a result of timing differences in relation to estimated consumption/utilization rates. It is anticipated that each Superintendent will manage their expenditures within the allocated budget with the exception of the aforementioned cost pressures and/or savings.

Attachment 7

Capital Program Expenditures as at February 28, 2023

	Budget	Actual	%	Anticipated	%	Actual to Anticipated Variance
Msgr Paul Dwyer C.H.S., Replacement (see Note 1)	\$11,762,251	\$121,489	1%	\$1,176,225	10%	\$1,054,736
St. Anne Catholic School Addition (See Note 2)	4,210,526	33,216	0%	0	0%	(33,216)
Unnamed North Pickering (Seaton) Elementary School (See Note 3)	8,478,058	0	0%	0	0%	0
Debenture Payments	6,683,107	3,341,553	50%	3,341,553	50%	0
School Renewal	6,675,973	2,835,367	42%	2,670,389	40%	(164,978)
School Condition	13,234,015	7,911,580	60%	7,940,409	60%	28,829
Multi-Year Technology Program	455,000	358,339	79%	227,500	50%	(130,839)
Transfer to Proceeds of Disposition (POD) Reserve	2,075,005	1,222,204	59%	2,075,005	100%	852,801
Transfer to EDC Reserve	24,075,294	17,787,790	74%	19,575,294	81%	1,787,504
Total	\$77,649,229	\$33,611,538	43%	\$37,006,375	48%	\$3,394,837

- Note 1: Total Ministry approved funding for Monsignor Paul Dwyer Replacement School - \$29,405,627. The budget reflects anticipated 2022/2023 spend.
- Note 2: Amended Ministry approved funding for St. Anne Catholic School Addition - \$4,801,755. Subsequent to budget, additional funding was approved.
- Note 3: Total Ministry approved funding for the Unnamed North Pickering (Seaton) elementary school is \$16,956,116. The budget reflects anticipated 2022/2023 spend.

Attachment 7

Additional Capital Program Expenditure Notes

The capital budget is separate from the operating budget and has its own direct funding sources and/or multi-year based programs. The timing of certain programs is dependent on the nature of the work and the timing of approvals.

Cash flow for the capital program is short-term financed by the Board through its capital credit facilities and trued up (including interest costs) after each Ministry reporting cycle.

Unused capital funds are carried over to the next year to either complete the project or to be reallocated to new projects within the same capital program.

The Board is responsible to manage its capital programs on a multi-year basis and to complete projects within the funding provided by the Ministry with any cost overruns to be funded by the Ministry through an amended Approval to Proceed (ATP) or through the Board's Proceeds of Disposition reserve fund (upon approval from the Minister of Education). The Board has requested use of the Proceeds of Disposition Reserve in the amount of \$852,801 to offset cost overages in Child Care projects from the previous fiscal year.

Attachment 8**Operating Reserve Fund Continuity Schedule**

Balance as per 2021/2022 Financial Statements	\$NIL
2022/2023 Provision at Revised Estimates	266,064
Mid-Year Forecast Surplus or (Deficit)	0
Anticipated Balance at August 31, 2023	\$266,064

The Board's Accumulated Surplus is the only reserve fund available for use towards balancing the operating budget. The Board had utilized its operating reserves over the past two years to offset pandemic related costs and ended the fiscal year August 31, 2022 with a balance of \$NIL.

It has become the practice of the Board during the annual budget process to commit any projected operating surplus in the current year to the reserve fund (Attachment 8) to facilitate budget planning for the upcoming year. This exercise takes place at the mid-point of the year and as such the mid-year forecast has been determined and presented in the second quarter budget status report for the period ending February 28, 2023. At this time the year-to-date results would indicate that there is no change in the projected provision to reserve balance as presented in the 22/23 Revised Estimates report. Essentially, the cost pressures identified in academic wages, supply costs, WSIB expenses (Attachment 4) and Facility Services (Attachment 6) are expected to be offset by additional revenue (Attachment 2), vacant positions (Attachment 4) and Transportation Services (Attachment 6).

Attachment 9**Summary of Cash Position and Investment Options**

Month	Bank Balance		
	High	Low	Average
September 2022	\$25,502,833	\$(4,393,874)	\$11,721,886
October 2022	\$56,542,352	\$20,749,516	\$39,881,272
November 2022	\$44,445,475	\$26,529,884	\$37,161,387
December 2022	\$65,936,753	\$29,202,856	\$44,872,582
January 2023	\$52,866,494	\$32,924,488	\$45,715,686
February 2023	\$46,911,584	\$25,531,804	\$36,347,251
Average	\$48,700,915	\$21,757,446	\$35,950,011

The Board's investment policy requires consideration of the following principles when determining its cash management strategy: achieve optimum rate of return; avoid borrowing if self-financing is possible; and ensure maximum security of funds. To this end the Board maintains all of its funds at one of the tier one major financial institutions. The Board continues to consolidate all of its operating and reserve funds into a single account to maximize interest earnings potential and to minimize overdraft charges or short-term financing costs.

The summary of cash position (Attachment 9) illustrates the change in activity taking place in the account during the course of a month whereby the average monthly high is a positive \$45.7 million, and the average monthly low is a positive \$11.7 million. This is due specifically to timing differences between the receipt of revenue and the payout of expenditure. From a revenue perspective the Board receives its Ministry grant installments monthly and tax installments quarterly from the Municipalities. However, expenditures follow a much more even and consistent stream with weekly payments to vendors and bi-weekly payroll for Board employees. As such there are peaks and troughs within the accounts each month.

The summary of cash position reported above includes funds in the Board's Education Development Charges Reserve which will be utilized to purchase property for the replacement Monsignor Paul Dwyer C.H.S. and the new Unnamed North Pickering (Seaton) elementary school.

Overall, the Board has experienced an increase in its operating cash position of \$1,013,806 since the beginning of the year, due to the fact that more funds were received (\$171,214,897 as per the Summary of Revenue, Attachment 2) than disbursed (\$170,201,091 as per the Summary of Expenditures, Attachment 3). This positive result does not represent an operating surplus for the year but rather is simply a cash flow surplus due to the timing of revenue and expenditure transactions. As the year progresses this trend will reverse itself and ultimately the Board's overall cash position should only represent a change from the prior year equivalent to the amount of reserves used to balance the operating budget or for specified capital purposes (such as Education Development Charges).

The Board maintains three credit facilities of \$30 million each (for a total of \$90 million) to support the Boards operating, capital programs and land acquisition cash flow requirements respectively.



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

Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: April 24, 2023

Subject: **Opioid Overdose Response Program**

Origin: Jim Wilson, Superintendent of Education
Dileep Bhalla, Health, Safety and Wellness Coordinator

Rationale

The opioid crisis is a complex public health issue which continues to impact individuals and families across Durham Region. Since 2013, the number of emergency department visits due to an opioid overdose in Durham Region increased from 175 to 850 visits in 2021. The number of Durham Region opioid related deaths increased from 18 in 2013 to 130 deaths by 2021. There are many factors that have led to an increase in opioid-related overdoses, including high rates of opioid prescribing and the presence of strong opioids in the illegal drug supply.

While our schools have not been identified as workplaces where an opioid overdose is likely to occur, the Durham Catholic District School Board wants to be proactive to help prevent overdoses within our larger communities. To this end, we will be implementing an Opioid Overdose Response Program across the system.

Background

On March 28 and 29, The Advanced Coronary Treatment (ACT) Foundation offered all DCDSB Grade 9 physical education teachers CPR, AED and Opioid Overdose Response training. Upon completion of the workshop, teachers received their certification in CPR Level A and learned effective strategies for teaching the ACT High School CPR & AED Program and Opioid Overdose Response Training to their students. Teachers were provided with an eLearning Module, student manual and Nasal Naloxone Trainers to ensure students receive adequate training on different opioid overdose scenarios and can walk away feeling confident to respond in a real-life situation. By teaching CPR & AED, and how to respond to a suspected opioid overdose, our youth will be empowered to save lives.

Memorandum | Page 2 of 2
Opioid Overdose Response Program

Furthermore, the DCDSB will be purchasing Naloxone Kits and placing them in a publicly accessible area of each school. Naloxone is a fast-acting drug used to temporarily reverse the effects of opioid overdoses. The Naloxone Kits will each contain two Naloxone Nasal Sprays, two sets of gloves and CPR masks, anti-microbial towels, and an instructions card. If any Kit contents are utilized, the DCDSB will replace the required items. This will allow school staff, students and community members to quickly access and utilize Naloxone in the event of an opioid overdose.

Additionally, each school Administrator will be receiving Naloxone Administration training. This training will allow Principals and Vice-Principals to appropriately identify an opioid overdose and administer the naloxone nasal spray.

Next Steps

We will be working with our First Aid Training provider to have them include Opioid Overdose Response and Naloxone Administration training with the regular First Aid, CPR & AED training moving forward. This will allow our first aid certified staff at each school to gain the knowledge and skills required to respond to an opioid overdose.

TB/JW



Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: April 24, 2023

Subject: **Targeted Tutoring Program Update**

Origin: Mike O'Neill, Superintendent of Education

Purpose

The purpose of this report is to update the Board of Trustees on the use of targeted tutoring support provided to students during the 2022/23 school year.

Background

In the Spring of 2022, the Ministry of Education provided additional funding to boards to be used for after-hours tutoring of students in addressing learning gaps in literacy and numeracy, post pandemic. The funding was to be utilized to provide one-to-one or small group direct instruction through tutoring programs offered by both third-party companies in the community and programs designed and facilitated by staff at the school level, outside of instructional hours. Specific allocation of these funds was to be determined by individual boards of education.

Information/Analysis/Research

The Durham Catholic District School Board utilized these funds in the programs and resources outlined here:

- Expansion of the Summer Rays Program during July 2022 which focused on literacy and numeracy skills through experiential learning and small group tutoring. This was a 3-week program conducted in 18 schools throughout the board supporting Kindergarten to Gr. 2 students in their transition and readiness to learn for September of this year.

Memorandum | Page 2 of 2
Targeted Tutoring Program Update

- Tutoring in the Classroom was a board-initiated program, conducted in May and June of 2022, whereby post-secondary students were deployed to classrooms in elementary and secondary schools. These students supported individual students requiring one to one instruction in classrooms.
- In the spring and summer of 2022, parents were able to request funding for up to ten 3rd-party tutoring sessions from approved tutoring companies. Funding for these tutoring sessions were billed directly to the school board from the outside organizations. Access to this program was communicated through banners on the board website and in direct communication to parents.
- An additional 500 students throughout the board were offered 3rd party tutoring sessions through the winter of 2023. These were allocated to students and families through school-level referrals.
- Resources purchased to support independent reinforcement of skills for our students included an online gamified program called Zorbit's for Kindergarten to Gr. 3 students, and an online app for Gr. 10 students which is used in class and at home to prepare for the OSSLT assessments. These resources have directly supported over 4000 students in our schools.
- Finally, over 25 schools submitted proposals for individual after-school tutoring programs and resources for their students. These were staff-initiated tutoring programs, running twice weekly from November through March, in both elementary and secondary schools.

TB/MO'N/br



Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: April 24, 2023

Subject: **Brooklin Boundary Changes 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 the Brooklin boundary changes for September 2023.

Background

At the December 19th, 2022 board meeting, the Board of Trustees approved the Boundary Review Committee's recommendations that the boundary revisions to the Brooklin Regular (English) Track Program and boundary change be implemented for September 2023. This included a possible option for Grade 6 and 7 English tracks at St. Leo C.S. being surveyed regarding their preference to remain at St. Leo C.S. for Gr 7 and 8.

Information/Analysis/Research

Initial enrolment projections for September 2023 at the schools impacted by the boundary change does not appear to be negatively impacted as a result of the boundary changes.

In February, a survey of interest to remain at St. Leo for Gr 7 and 8 were provided to current Gr. 6 and 7 student families. The results of the survey indicated 23 students of 28 were choosing to remain. As a result of this interest, Sr. Admin has approved the grandfathering of these students to remain at St. Leo until graduation. New students to the area in Gr. 7 and 8 will register at St. Bridget or St. John Paul CS.

The chart below indicates a timeline of ongoing implementation activities to support the transition of the remaining English stream students from St. Leo C.S. to St. Bridget C.S.

Transition Activities

Timelines	Activity
March through June	Monthly newsletter sent to all English families transitioning from St. Leo C.S. This includes information about their new school, schedules, and other opportunities to visit school
April 28th	K- Gr. 3 students and staff visit St. John Paul II C.S. for Crock a Doodle activity
May 4th	Catholic Education Week Open House for new families and staff at St. John Paul II C. S.
May 19th	Gr. 5-8 students and staff participating in joint Scientist in the School workshops
June 15th	Whole school (both St. Leo and St. John Paul II) year-end community picnic at Cullen Park in Whitby

TB/M'ON/br



Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: April 24, 2023

Subject: French Immersion Implementation at Monsignor Paul Dwyer Catholic High School

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

Purpose

To provide the Board of Trustees an update on the implementation of French Immersion (FI) at Monsignor Paul Dwyer Catholic High School.

Background

On January 19, 2016, the Board of Trustees received the Long-Term Accommodation Plan 2016-2020 (LTAP) report and directed staff to undertake a Whitby Secondary Study to address potential program and service delivery models at one or more Catholic Secondary Schools and to examine the implementation of FI programs at Father Leo J. Austin Catholic Secondary School.

On January 30, 2017, following the completion of the Whitby Secondary Study, the Board of Trustees approved a series of recommendations with respect to the review of boundaries of the Catholic elementary and secondary schools in Whitby. One of the recommendations was to create a new FI program at Monsignor Paul Dwyer Catholic High School in support of alleviating the French Immersion program at Father Leo J. Austin and providing an option for FI secondary students in Oshawa. On April 24, 2017, the Board of Trustees approved boundary changes to create a new FI program and associated boundary at Monsignor Paul Dwyer Catholic High School with an implementation date of September 2020.

On October 28, 2019, an update to the Board provided a revised implementation date of September of 2021, but due to the Covid-19 pandemic, the implementation of the program was further delayed, and this report proposes that the implementation of the FI program approved for Monsignor Paul Dwyer Catholic High School be implemented for September 2024.

Information/Analysis/Research

The implementation of a new FI program at Monsignor Paul Dwyer Catholic High School requires the hiring of an FI Curriculum Chair, creation of courses in the calendar, resourcing, and staffing for the new program. The anticipated 2024 grade 9 FI enrolment for the program is 45 students based on current projections from all three feeder FI elementary schools in Oshawa. Ministry of Education secondary class sizes are set at 23:1. The program would begin with grade 9 in year one and grow to a full 9-12 program.

Next Steps

Human Resources will initiate the process of assigning a curriculum chair in alignment with the collective agreement.

TB/SG/MON/tc/br



Memorandum

To: Board of Trustees
From: Tracy Barill, Director of Education
Date: April 24, 2023
Subject: **Revised 2022-2023 Schedule for Board and Committee Meetings**

Recommendation

Moved by _____, seconded by _____

“THAT the Durham Catholic District School Board approve the Revised Schedule of Board and Committee Meetings for the 2022-2023 school year.”

Rationale

Durham Catholic Parent Involvement Committee (DCPIC) Meeting

The DCPIC Committee meeting originally scheduled for May 11, 2023, has been moved to May 18, 2023, due to a conflict with the Durham Catholic Children's Foundation Gala.

Finance Committee Meeting

The Finance Committee meeting originally scheduled for May 15, 2023, has been moved to May 29, 2023, due to the delay in the Grants for Student Needs for 2023-2024. This change will allow staff time to prepare the draft budget inclusive of Ministry announcements and priorities.

TB:eb

Attachment: 2022-2023 Meeting Schedule (Rev. 04/24/23)

MONTH	1 st Week					2 nd Week					3 rd Week					4 th Week					5 th Week				
	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
August	1 H	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31		
September				1	2 H	5 H	6	7 S/E	8	9	12	13 S	14 S/E	15 PIC	16	19 A	20	21 S/E	22	23	26 B	27	28 S/E	29	30
October	3	4 S	5 S/E	6 PIC	7	10 H	11	12 S/E	13	14	17	18	19 S/E	20	21	24	25 B	26 S/E	27	28	31				
November		1	2 S/E	3	4	7 B*	8 S	9 S/E	10 PIC	11	14 A	15	16 S/E	17	18	21 I	22	23 S/E	24	25	28	29	30 S/E		
December				1	2	5	6 S	7 S/E	8 PIC	9	12	13	14 S/E	15	16	19 B	20	21 S/E	22	23	26 H	27 H	28 H	29 H	30 H
January	2 H	3 H	4 H	5 H	6 H	9	10 S	11 S/E	12 PIC	13	16 B*	17	18 S/E	19	20	23 B	24	25 S/E	26	27	30	31			
February			1 S/E	2	3	6 F	7	8 S/E	9	10	13	14 S	15 S/E	16 PIC	17	20 H	21	22 S/E	23	24	27 B	28			
March			1 S/E	2	3	6 B*	7 S	8 S/E	9 PIC	10 H	13 H	14 H	15 H	16 H	17 H	20	21	22 S/E	23	24	27 B	28	29 S/E	30	31
April	3	4	5 S/E	6	7 H	10 H	11 S	12 S/E	13 PIC	14	17 F	18	19 S/E	20	21	24 B	25 A	26 S/E	27	28					
May	1	2	3 S/E	4	5	8 B*	9 S	10 S/E	11	12	15	16	17 S/E	18 PIC	19	22 H	23 B	24 S/E	25	26	29 F	30	31 S/E		
June				1	2	5	6 S	7 S/E	8 PIC	9	12 F	13	14 S/E	15	16	19 B	20	21 S/E	22	23	26	27	28 S/E	29	30
July	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31				

B - Regular Board Meeting / B* - Board Meeting (Policy)
S/E - Tentative Suspension/ Expulsion Hearing
F - Finance Committee Meeting

S - Special Education Advisory Committee Meeting (SEAC)
PIC - Durham Catholic Parent Involvement Committee
H - Statutory School Holiday/Board Designated Holiday
I - Inaugural Board Meeting
A - Audit Committee Meeting



Meeting Notes

Page provided to record notes

Closing Prayer

Lord God, we thank you for the time we have spent together today, as members of this Catholic school board. We ask you to bless the decisions we have made and the actions we have taken, and to guide us as we move forward in our work. We pray that you will continue to bless our schools, our students, and our staff, and that you will help us to create an environment that fosters the growth of faith, knowledge, and love. We ask this through Christ our Lord.

Amen.