



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

## Regular Board Meeting

# Agenda

Monday, April 22, 2024

7:30 p.m.

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

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

Main Telephone Number: (905) 576-6150  
Toll Free: 1-877-482-0722  
Main Fax Number: (905) 721-8239

Board Website: [www.dcdsb.ca](http://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 22, 2024 7:30 PM - Apr 22, 2024 9:30 PM EDT

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## Opening Prayer

Loving heavenly Father, we come to You this hour asking for Your blessing and help as we are gathered together.

We pray for guidance in the matters at hand and ask that You would clearly show us how to conduct our work with a spirit of joy and enthusiasm. Give us the desire to find ways to excel in our work. Help us to work together and encourage each other to excellence.

We ask that we challenge each other to reach higher and farther to be the best we can be.

We ask this in the name of the Lord Jesus Christ.

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 18, 2024, at 7:30 PM EST

### **Trustees Present**

M. Forster (Chair), R. Damianopoulos (Vice Chair)  
Trustees K. Beatty, R. De Souza, M. Hall\*, J. McCafferty, M. Ste. Marie

### **Trustee Regrets**

J. Emanuel

### **Student Trustees Present**

M. Esan, A. Walsh

### **Director of Education Present**

T. Barill

### **Senior Administration Present**

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

### **Senior Managers Present**

T. Long, J. McVeigh, F. Pileggi

*\* Attended virtually*

#### **1. Opening**

##### **1.1. Call to Order**

Chair Forster called the meeting to order at 7:01 p.m.

##### **1.2. Motion to Move In Camera**

##### **Motion:**

B2024-03-18-01 - Motion to Move In Camera

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

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

The meeting resumed at 7:35 p.m.

Minutes of the Open Session of the Regular Board Meeting

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1.3. Memorials and Prayer

Student Trustee Esan offered the opening prayer.

1.4. Land Acknowledgement

Chair Forster acknowledged Traditional Lands and Territory.

1.5. Canadian Anthem

Pre-recorded performance by St. Joseph Catholic School, Oshawa.

1.6. Roll Call and Apologies

Trustee Emanuel sent regrets. Trustee Hall attended virtually. All other Trustees were present.

1.7. Approval of the Agenda

**Motion:**

B2024-03-18-02 – Approval of Agenda

"THAT the Durham Catholic District School Board approve the agenda of the Monday, March 18, 2024, Regular Board Meeting as provided."

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

CARRIED

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

1.8.1. Regular Board Meeting held February 26, 2024

**Motion:**

B2024-03-18-03 – Approval and Signing of Minutes

"THAT the Durham Catholic District School Board approve the Minutes of the Open session of the February 26, 2024, Regular Board Meeting."

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

CARRIED

1.8.2. Joint Special Board Meeting of the Education Development Charges Policy Review held February 28, 2024

**Motion:**

B2024-03-18-04 – Approval and Signing of Minutes

"THAT the Durham Catholic District School Board approve the Minutes of the Open session of the Joint Special Board Meeting of the Education Development Charges Policy Review meeting of February 28, 2024."

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

CARRIED

Minutes of the Open Session of the Regular Board Meeting

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1.8.3. Joint Special Board Meeting of the Education Development Charges  
By-Law held February 28, 2024

**Motion:**

B2024-03-18-05 – Approval and Signing of Minutes

"THAT the Durham Catholic District School Board approve the Minutes of the Open session of the Joint Special Board Meeting of the Education Development Charges By-Law meeting of February 28, 2024."

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

1.9. Declarations of Interest  
None.

2. Items of Information

2.1. Announcements

2.1.1. Announcements from the In Camera Session of the Board Meeting  
Vice Chair Damianopoulos read the following announcements:

**Retirements**

Anna De Faria, St. Joseph (Uxbridge) C.S., effective April 30, 2024

Janet Trueman, Good Shepherd C.S., effective June 30, 2024

Jackie Gljuscic, St. Theresa C.S., effective June 30, 2024

Joanne McJannet, St. Marguerite d'Youville C.S., effective June 30, 2024

Lori Anne Warren, St. Bernard C.S., effective June 28, 2024

2.1.2. Appointments and Transfers

Vice Chair Damianopoulos read the following appointments:

**Appointment to Elementary Vice Principal Roster**

- Lloyd Beaulieu
- Karen Liivoja
- Loredana Mazzona
- Deborah Wilson

**Appointment to Elementary Principal Roster**

- Mary Campisi
- John Linhares
- Beth McCrory

**Appointment to Secondary Vice Principal Roster**

- Clifford Azavedo

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**Appointment to Secondary Principal Roster**

- Joseph Longo
- Shawnn O'Connor

## 2.2. Notices of Motion

None.

## 2.3. Presentations

## 2.3.1. Advancing Human Rights and Equity Through Capacity-Building and Community Engagement

- Mr. Kayode Akomolafe, Human Rights and Equity Advisor provided an update to the Board of Trustees regarding goals and actions identified in the 2023–2024 Student Achievement Plan for implementing the board's multi-year strategic action plan of advancing human rights and equity. Mr. Akomolafe also provided a mid-year assessment of the impact of the initiatives and programs undertaken by the board to address systemic discrimination and barriers and to make the board a more equitable, inclusive, and welcoming learning and working environment.
- Highlights from his presentation include:
  - Human Rights and Equity Training
  - DCDSB Code-Based Concern/Complaint Resolution Process
  - Student Demographic Survey
  - Community Engagement
  - Coach/Advocates for Black Students (C.A.B.S.) Program
  - Project SEARCH: From Student to Intern to Hire
  - Project SEARCH at DCDSB
- Staff responded to questions from Trustees.

## 2.4. Delegations

None.

## 2.5. Student Trustees Report

The Student Trustees provided the following report:

- **Intro** (Aoife): Our staff and students had an amazing March break! It is only our first day back, so of course we are still getting back into the swing of things, but our schools are coming up with exciting initiatives to finish off the month of March.

- **Senate (Aoife):** Our Senate today received two presentations from Ms. Hammond and Mr. Akomolafe. Ms. Hammond gave her presentation on the Budget Consultation that has been sent out to the schools; where students, staff, and parents alike can participate in a Thought Exchange on how they feel our board is doing well and what they can improve on in the areas of “Supporting Faith & Well-being, Advancing Human Rights & Equity, and Improving Student Learning”. Ms. Hammond wanted our thoughts and opinions on the process, and how we can reach our students to encourage them to participate. Our senators came up with some wonderful ideas that we will be executing to help get student voice into these important discussions. Mr. Akomolafe’s presentation was on the Student Demographic Survey. He explained what the survey was, who it was for, and what the board will do with the survey results. Mr. Akomolafe asked for our help in distributing information about the survey and to make students aware of it going out so that we get the most participation possible. Our senate is planning on making an info bit to post on our Senate Instagram.
- **Student Voice Forum (Moyin):** The Student Senate is proud to announce that we will be holding a Student Voices Forum on April 16th at the Pope Francis Centre. The goal of the Forum is to help build awareness of the Student Senate, spark initiatives for students to bring back to their schools, give students tools to successfully carry out initiatives, and tools for leadership, and learn how the senate can improve our advocacy. We will hold workshops aimed to equip attendees with leadership skills and strategies for effective advocacy, empowering them to drive positive change in their schools. Each of our subcommittees namely Student Wellbeing, Ecological Sustainability, Equity and Inclusivity, Communications, Outreach, and Presidents Council will have workshops focusing on their individual pillars. This Forum puts Student Leadership at the Durham Catholic District School Board back on its pre-COVID track.
- **Student Trustee Elections (Moyin):** Next month, the student senate will be holding elections for the next Student Trustee who will serve for the 2024-2026 school years. Although it seems like just yesterday when Aoife joined us here at the table, Aoife 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 22nd here at the board office. We encourage any student seeking more information about the role and responsibilities of the Student Trustee position, please visit our website for more information!

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- **Career Panel and Drum Circle** (Moyin): It was an absolute honor and pleasure to participate in the Career Panel and Drum Circle hosted by the DCDSB in partnership with e-mentoring through the intergenerational hub project on March 4th. This was a great way to connect black students in high school with mentors in industries ranging from fashion designing to investment banking to trades and teaching.
- **Closing** (Moyin): 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. The student senate is extremely excited about the months ahead and the many wonderful student engagement opportunities that will occur. 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.

## 2.6. Order Paper: Resolutions Approved for Implementation

Received for information.

## 2.7. 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.

2.7.1. Special Education Advisory Committee – March 5, 2024

2.7.2. Durham Catholic Parent Involvement Committee – March 7, 2024

## 2.8. Staff Reports (for information)

The following staff reports were received for information. Staff responded to questions from Trustees.

2.8.1. Educational Development Charges By-Law Follow-up Information

2.8.2. Bell Time Changes

2.8.3. Remote Learning

2.8.4. Advancing Human Rights and Equity Through Capacity-Building and Community Engagement

## 3. Items for Decision

## 3.1. Consideration of Motions for which previous notices has been given.

None.

## 3.2. Motions to be read in Open Session from the In Camera Session of the Board Meeting of March 18, 2024

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**Motion:**

B2024-03-18-06 – Tentative Agreement – OECTA and the OCSTA/Crown "THAT the Durham Catholic District School Board ratify the central terms contained with the Memorandum of Settlement and attached Appendices, dated March 5, 2024, made between the Ontario Catholic School Trustees' Association and the Ontario English Catholic Teachers' Association and Agreed to by the Crown. Further that the approval of the ratification of the central terms be reported to OCSTA."

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

**Motion:**

B2024-03-18-07 – Motions Deemed Read  
"THAT the Durham Catholic District School Board approve the Motions as deemed read from the In Camera session of the March 18, 2024, Regular Board Meeting."

Motion moved by K. Beatty and motion seconded by M. Hall. CARRIED

## 3.3. Business arising from previous meetings

None.

## 3.4. Staff Reports (for decision)

None.

## 4. Other Business

## 4.1. Board Communications

## 4.1.1. Correspondence from the DCDSB Special Education Advisory Committee

Received for information.

## 4.2. Director's Report

Director Barill indicated that in the interest of maximizing meeting efficiency she has provided a written report in lieu of her verbal report and going forward will include it in the agenda.

## 4.3. Chair's Report

Chair Forster provided the following report:

**Recognition**

- On March 5, I was joined by Trustee Beatty, Trustee Ste. Marie, Student Trustee Esan, Director Barill, and members of the DCDSB senior administration, at St. Anne Catholic School to celebrate the



official opening and blessing of their new addition. We were delighted to welcome the honourable Stephen Lecce, Minister of Education, the honourable Todd McCarthy, Minister of Public and Business Service Delivery and MPP for Durham, Mr. Lorne Coe, Parliamentary Assistant to the Premier, and MPP for Whitby, Tito-Dante Marimpietri, Oshawa Regional and City Councilor, Jim Lee, Oshawa City Councilor and many other distinguished partners, along with parents, families, students, staff and guests who were in attendance that evening. A special thank you to Father David Twaddle from St. Joseph the Worker Parish for celebrating the liturgy and blessing St. Anne's new addition, and to Mr. Robert Cutting, Indigenous Education Circle member, for smudging the new facilities. Our sincere appreciation also goes to DCDSB Communications staff, and the school administrators, staff and students at St. Anne for all their efforts in organizing a beautiful celebration!

- On March 8, we celebrated International Women's Day, this year's theme is Inspire Inclusion. An invitation for all of us to imagine a gender equal world. A world free of bias, stereotypes, and discrimination. A world that is diverse, equitable and inclusive.
- We want to congratulate Pdraig D., winner of the Mary Mathews Public Speaking contest organized by the Catholic Women's League (CWL). Pdraig is a Grade 7 Student at St. Christopher Catholic School in Oshawa. He received his award from CWL member, Trustee Kim Beatty. This is the first time that one of our students has received this award at the Diocesan level.

### **Upcoming Events**

- I look forward to attending the 34<sup>th</sup> annual Ordinandi Dinner hosted by the six Serra Clubs in the Archdiocese of Toronto, on March 19, along with Vice-Chair Damianopoulos, Trustee Hall and Trustee Beatty. The Ordinandi Dinner honours the Traditional Deacons who study, pray, and reside at St. Augustine's Seminary and at Redemptoris Mater Missionary Seminary. It is always special to join in celebrating new vocations to the priesthood and religious life.
- World Down Syndrome Day is coming up this week on March 21. This day is dedicated to raising awareness and celebrating people with Down Syndrome. This year's theme is End the Stereotypes. Our Durham Catholic community looks forward to celebrating by wearing colourful, fun socks, and engaging in learning.
- On March 26, DCDSB will celebrate School Crossing Guard Appreciation Day. We join communities and families across the province in celebrating and recognizing our school crossing guards who help our students with their active and safe travel to and from school daily. Today and every day, we thank all of our crossing guards for supporting our students, families and staff.

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- In 2007, the United Nations designated April 2 as World Autism Awareness Day. The goal of this day is to increase autism awareness and acceptance around the world. Each year, the DCDSB recognizes this important 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.

**Holy Week**

- As we continue our Lenten journeys and near Holy Week, we are humbled by the profound act of love and sacrifice that Jesus made for our salvation and joyfully celebrate the promise of His resurrection.
- May 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. Happy Easter and God bless.

## 4.4. Trustee Questions

None.

**Motion to Resume In Camera (8:53 p.m.)****Motion:**

B2024-03-18-08 – Motion to Move In Camera

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

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

**Resumption of Open Session (9:47 p.m.)**

Motions to be read in Open Session from the In Camera Session of the Board Meeting of March 18, 2024

**Motion:**

B2024-03-18-09 – Motions Deemed Read

"THAT the Durham Catholic District School Board approve the Motions as deemed read from the resumed In Camera session of the March 18, 2024, Regular Board Meeting."

Motion moved by K. Beatty and motion seconded by R. De Souza. CARRIED

## 4.5 Motion to Adjourn

**Motion:**

Minutes of the Open Session of the Regular Board Meeting

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B2024-03-18-10 – Adjournment

“THAT the Durham Catholic District School Board adjourn the Regular Board Meeting of Monday, March 18, 2024.”

Motion moved by K. Beatty and motion seconded by R. De Souza. CARRIED

4.6 Closing Prayer

A closing prayer was offered.

The meeting adjourned at 9:49 p.m.

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

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Tracy Barill, Director of Education  
Durham Catholic District School Board

Recording Secretary: L. Beckstead



## Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: April 22, 2024

Subject: **Presentation: Catholic Education Week and Mental Health Week 2024**

Origin: Katharine Stevenson, Superintendent of Education

Please find attached a copy of the following presentation: "Catholic Education Week and Mental Health Week 2024."

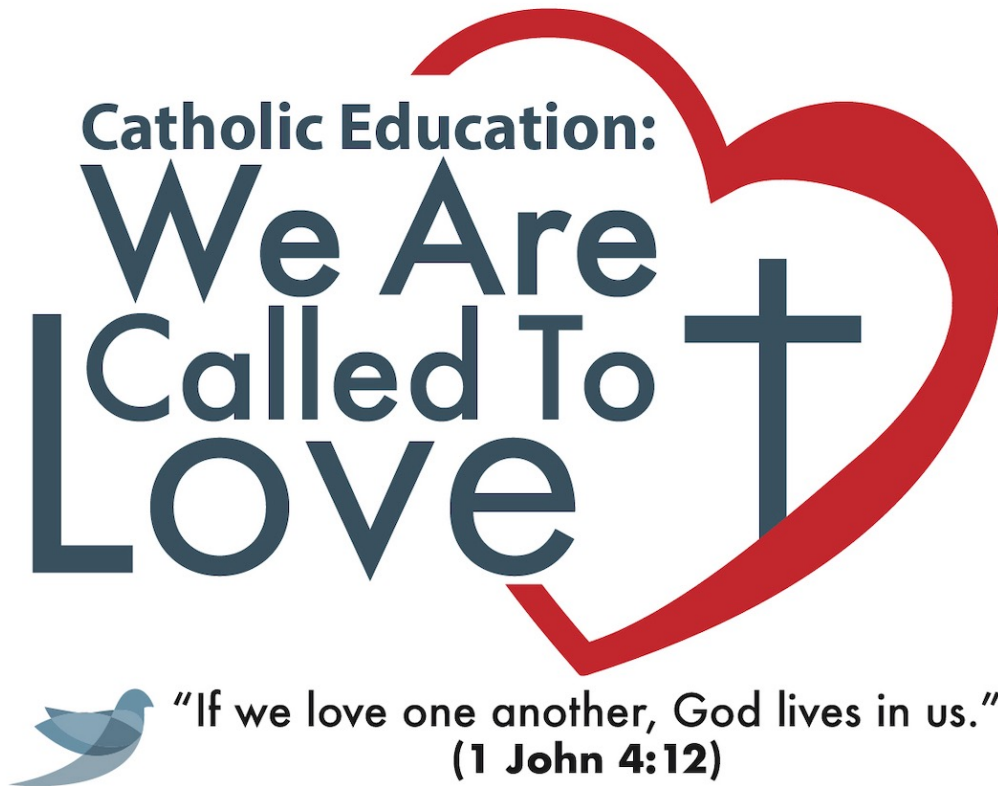
TB/PS/pw  
Attachment: Presentation

# Catholic Education Week & Mental Health Week 2024

Celebrating Catholic Identity and Gift of Catholic Education

May 5 - May 10, 2024

# Catholic Education Week 2024



We are called to love...  
...as a people of hope  
...as a people of faith  
...as a people of mercy  
...as a people of justice  
...as a people of joy

# Inspired by the following considerations:



- 2025 Jubilee Year – Pilgrims of Hope
- Fifth anniversary of *Renewing the Promise*
- Synodal practice of listening
- Papal Visit to Canada and commitment to Truth and Reconciliation
- Mental Health Awareness Week
- Equity and Inclusion in Catholic schools

# Ontario Catholic School Trustees' Association Resources



- CEW Song, Prayer, Poster, Logos
- Elementary book list, lesson plans, Faith Play Day, Living Rosary
- Secondary daily prayers and announcements, reflections, Secondary Retreat, scripture references
- Liturgies of the Word and Eucharistic Liturgies



# Mental Health Week




“Compassion isn’t just about being kind to others, it’s about extending that same kindness to ourselves”

# Faith Formation/Student Services Resources

- Morning prayers and announcements for Administrators and Chaplains
  - Five CEW sub-themes
  - Five mental health strategies: breathing, muscle relaxation, visualization, distraction, gratitude
- Elementary Lesson Plans associated with the OCSTA curated book list
- Virtual Field Trips for each division

## Calm Breathing



**Just Breathe**

**Focus on your belly, maybe put your hand there.**

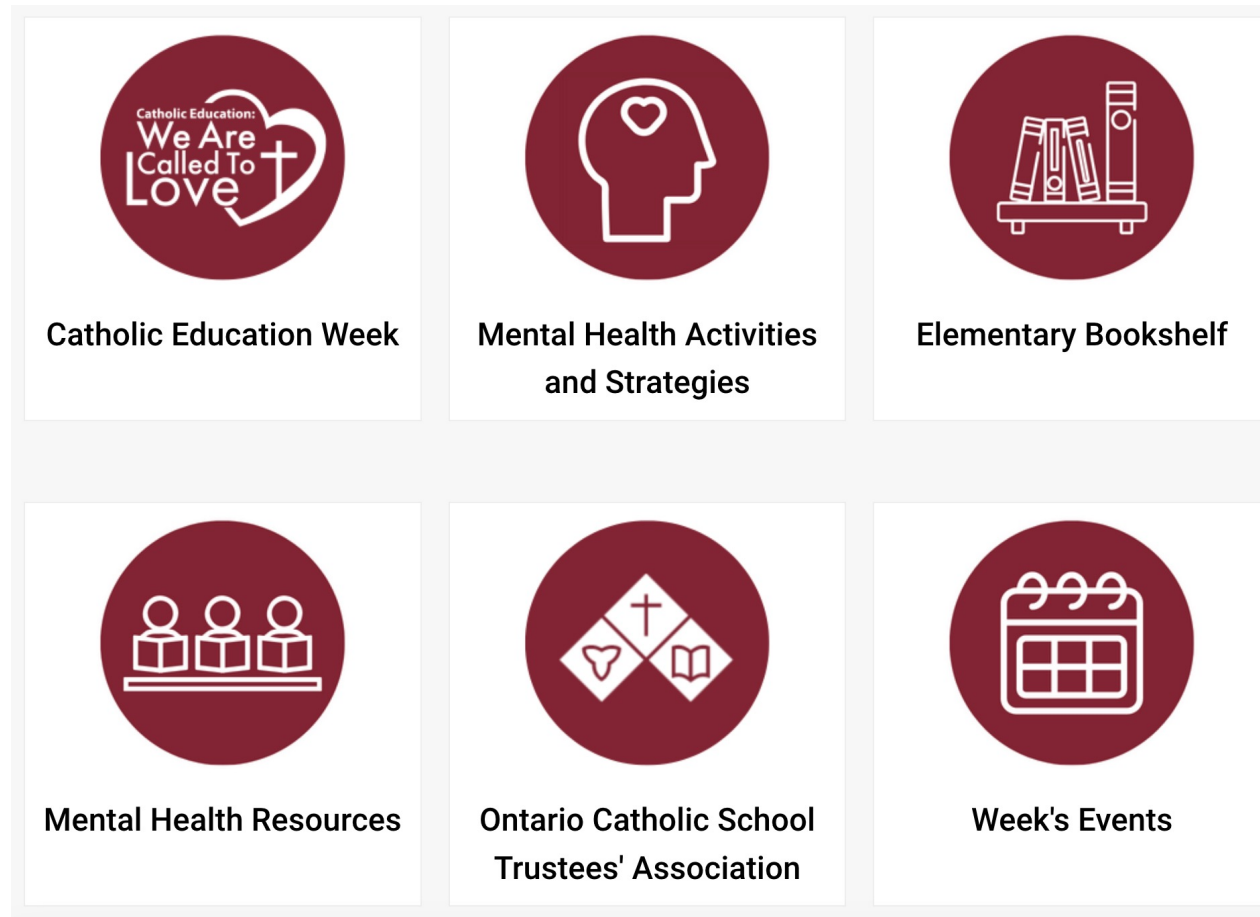
As you breathe in deeply through your nose, send this breath all the way down to your stomach.

Breathe in... feel your stomach expand and your hand move out.

Breathe out... feel your stomach contract and your hand move in.

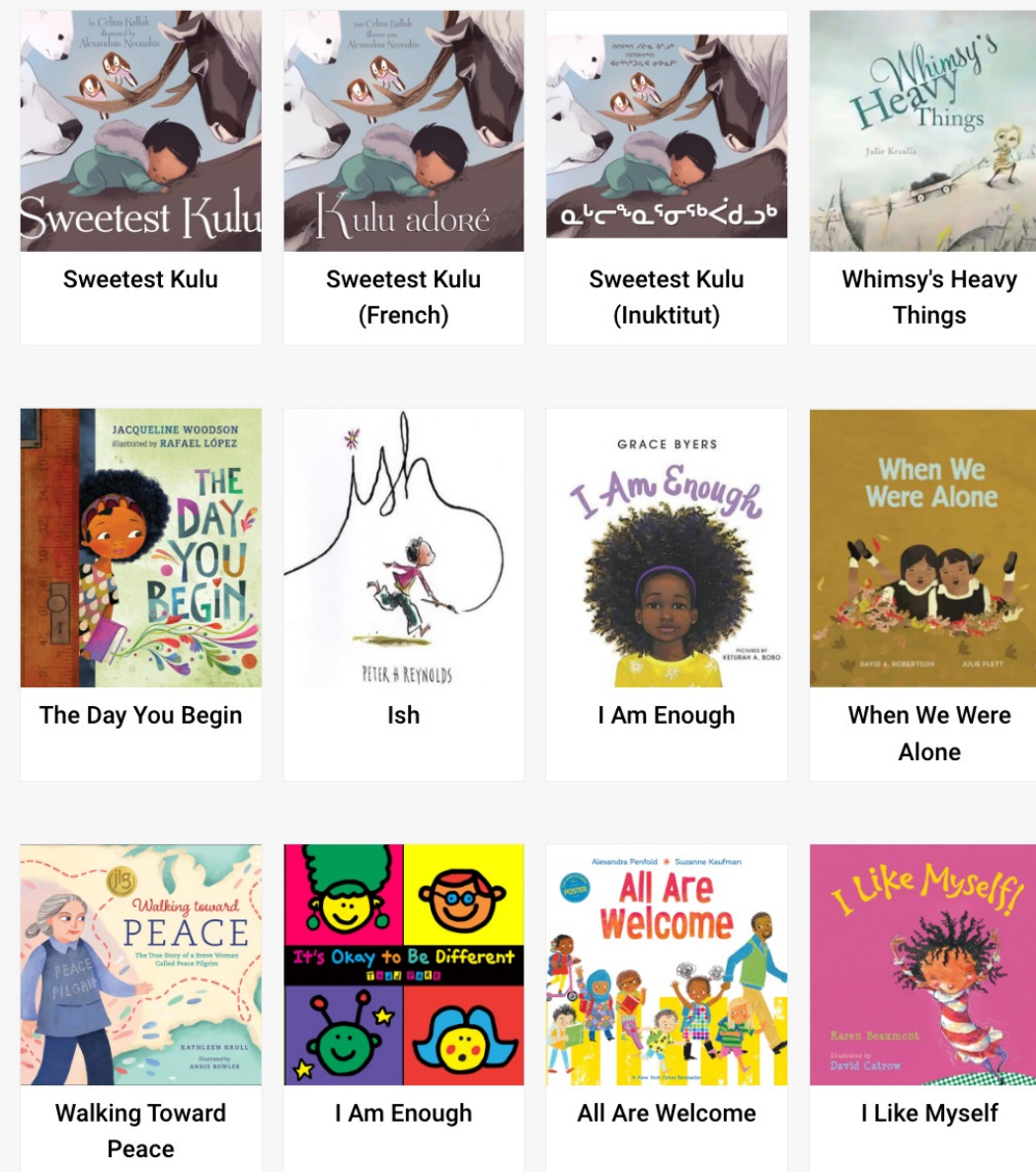
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# CEW and MHW Resources on dcdsb.ca



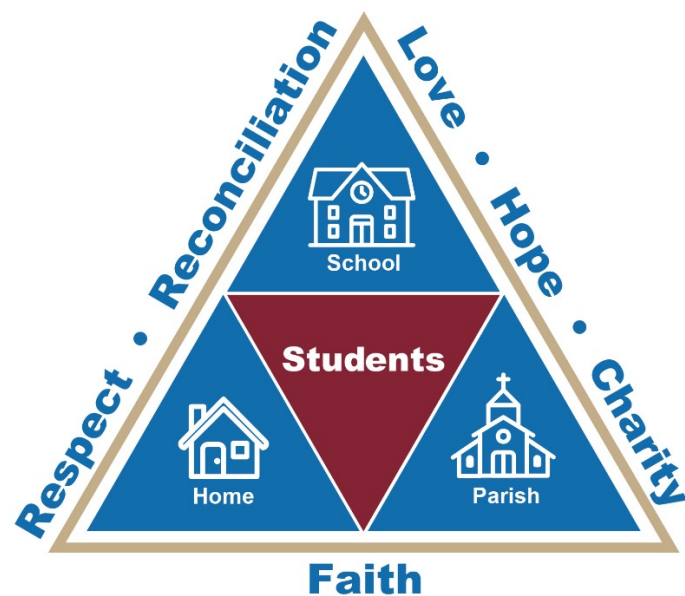


## Elementary Bookshelf





# CATHOLIC EDUCATION WEEK



## Our Distinctly Catholic Schools Pastoral Planning Reference Document

Draft: August 2023

[dcdsb.ca/OurFaith](https://dcdsb.ca/OurFaith)





## Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: April 22, 2024

Subject: **Presentation: Together for Mental Health**

Origin: Paula Sorhaitz, Superintendent of Education

Please find attached a copy of the following presentation: "*Together for Mental Health.*"

TB/PS/pw  
Attachment: Presentation

# Together for Mental Health

April 2024

*Listening, Learning, and Living in Faith*

# Together for Mental Health

- The three year Mental Health Strategy and its yearly action plan reflect the Durham Catholic District School Board's commitments to Listening, Learning and Living in Faith.
- Aligns with the board's Strategic Plan: **Inspire 2026, 2023-2026** in the areas of **Supporting Faith and Well-Being** and **Advancing Human Rights and Equity**.
- Together for Mental Health: Everyone, Everyday, highlights four strategic priorities and the following features some of the work being done in these areas this school year



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# Mental Health: Priority One

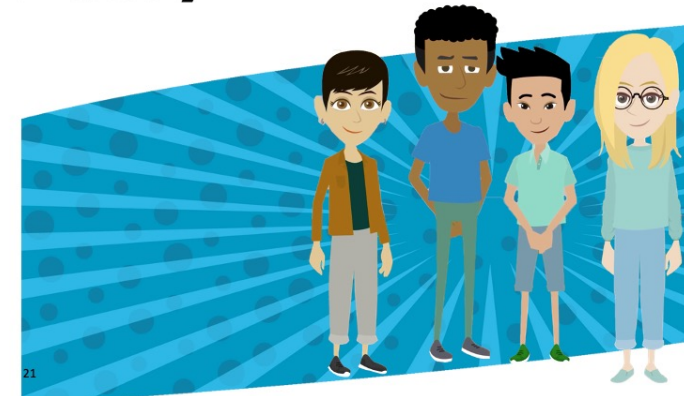
## 1. Amplify the promotive and protective influence of schools by creating culturally responsive, mentally healthy schools and classrooms.

- Designated Educator Mental Health Champions
- The introduction of the Ministry Mandated Mental Health Modules for grade 7 and 8 students.
- Secondary Student Mental Health Leadership Summit to be held during Catholic Education/Mental Health Week
- 15 different evidence based SEL programs are being provided by the Child and Youth Counsellors with the addition of culturally responsive programming.
- Offering of: Creating a Mentally Healthy Classroom Series based on the Aligned and Integrated Model of school mental health, was offered to all staff.

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**Mental Health** LITERACY MODULES  
FOR GRADES 7 AND 8

### Grade 7



# Mental Health: Priority Two

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

- Professional development focused on noticing signs and providing support in the classroom:
  - Mental Health First Aid
  - Supporting Minds Series: Mood, Anxiety and Attention
  - Prepare, Prevent Respond Suicide Intervention/Life Promotion
- Partnering with Pinewood Centre of Lakeridge Health to develop and offer a workshop centred on Youth Engagement and Substance Use
- Introduction of DCDSB's Let's Talk Day and supporting lessons and materials to encourage help-seeking behaviours



# Mental Health: Priority Three

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

- Lunch bunch offered by Child and Youth Counsellors in September to support the transition of students returning from the Virtual Secondary School
- Implementation of a new group intervention at Fr. Donald MacLellan- Dialectical Behavioural Therapy Skills in Schools: Skills Training for Emotional Problem Solving for Adolescents
- School mental health professionals have attended trainings focused on mental health and supports for students disproportionately impacted by racism and/or oppression



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# Mental Health: Priority Four

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

- Strengthening the safety net around suicide prevention through training opportunities for staff and parents/guardians and caregivers:
  - Suicide Intervention/Life Promotion virtual workshop for parents
  - Applied Suicide Intervention Skills Training for gatekeepers
  - Prepare, Prevent Respond Suicide Intervention/Life Promotion Training
- Sharing of information and learning opportunities with families:
  - Video series created by students services on various topics
  - Mental Health Information shared through the DCDSB News



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# Mental Health: Priority Four Continued

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

- Partnerships created with community agencies to support specific populations.
  - Black Mental Health Day Event engaged various community agencies (eg. Women's Multicultural Resource Centre, Taibu, etc.)
  - Pinewoods Centre of Lakeridge Health to support PD, as well as the student summit
  - Collaborating on various Coalitions (eg. Talking About Mental Illness, Durham Youth Drug Awareness Committee, Youth Suicide Prevention Committee).



*Listening, Learning, and Living in Faith*



Regular Board Meeting  
Monday, April 22, 2024

## **Public Delegation**

Delegation by – P.a.r.e.n.t.s. of Durham Region

Topic – Trustee Commitment to Addressing Anti-Black Racism





# Addressing Anti-Black Racism in the DCDSB

---

Black Parents Presentation  
April 22, 2024







# Where we are: Crisis of Anti-Black Racism in DCDSB



30

Years of reports



Teacher Diversity Gap

”

Systemic anti-Black racism  
in Ontario’s publicly-funded  
education system is **a crisis**.



Ontario  
Human Rights Commission  
Commission ontarienne des  
droits de la personne



Lower Outcomes for  
Black Students



Eurocentric Curriculum





# What needs to change:



Acknowledge

## Acknowledge the problem

- DCDSB lags behind
- Acknowledge systemic anti-Black racism as a crisis
- Take Anti-Black racism training and offer to parent committees
- Hire dedicated Director
- Drive accountability

Response requested no later than May 15, 2024.





# What needs to change:



Diversity Gap

## Hire Black educators.

- Develop policy to proactively and specifically recruit and retain Black educators & leaders
- Replace lead equity position



Student Safety

## Improve Student Safety

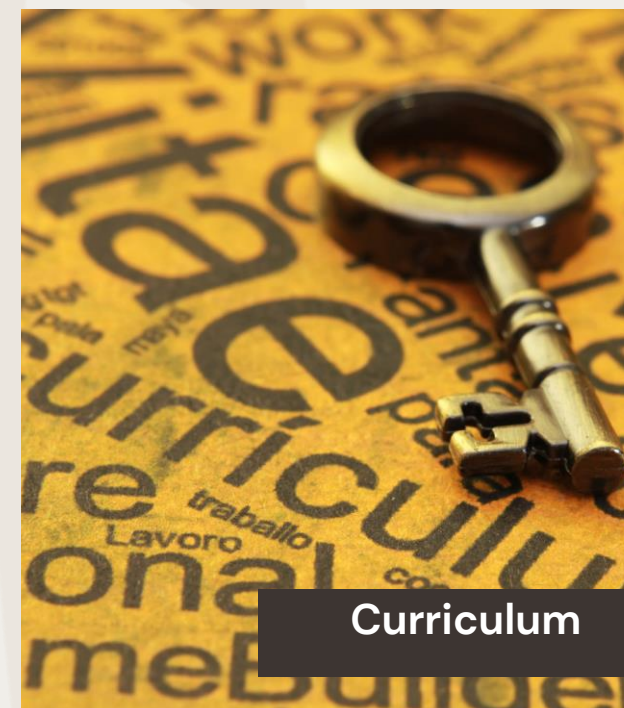
- Create policy to support Black student safety
- Revamp gatekeeping reporting such as “Report It” button and increase accountability
- Confirm uptake on training



Transparency & Accountability

## Collect & Release Data Per OHRC recommendations

- School Climate; Employee Census; Racial Incidents & Outcomes
- Require performance plans with goals to eliminate disparities



Curriculum

## Inclusive Curriculum

- Deconstructing Anti-Black racism course in every school
- Imbed Black history – especially in February
- Visit schools

Response requested no later than May 15, 2024.



# OHRC Recommended and Actions for Trustees:

- School board trustees should recognize that anti-Black racism in education negatively impacts Black students and develop a stated commitment to race equity and addressing anti-Black racism
- School board trustees should receive ongoing training on equity, anti-racism, and anti-oppression with a specific focus on anti-Black racism
- School board trustees should ensure equity-related competencies are included in the job description and performance appraisal of the director of education
- School board trustees should ensure that in the hiring process candidates for the director of education are asked about issues of education equity, racism, and oppression, their demonstrated commitment to education equity, and their plans to address the identified issues in their new role
- School boards should review their employment application processes to determine whether otherwise qualified racialized candidates are being screened out; report the results of the review at a public meeting of the Board of Trustees.
- School board trustees should establish a board-level Black Advisory Committee to hear from Black parents, Black students, and the Black community about issues of concern to them





## Resources (Links)

[Tackling anti-Black racism in education](#) - OHRC

[Anti-Black Racism in Education: Compendium of Recommendations](#) - OHRC

[Voices of Black Educators An Experiential Report](#) - ONASBE

[Systemic Anti-Black Racism by the Numbers](#) -Turner Group

[Black Student Achievement in TDSB](#)

[Compendium of Action for Black Student Success](#) - DDSB

[System-Abuse-Report](#) - Parents of Black Children

**Response requested no later than May 15, 2024.**      **Thank you.**





## Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: April 22, 2024

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.”</p> <ul style="list-style-type: none"> <li>• 2023/2024 Budget Process</li> <li>• Ministry of Education Funding Announcement</li> <li>• 2022/2023 Second Quarter Budget Status Report</li> <li>• 2023/2024 Budget Update</li> <li>• 2023/2024 Final Budget Report</li> <li>• 2022/2023 Audited Financial Statements</li> <li>• 2023/2024 Revised Estimates Report</li> </ul>	Jan. 23/23	Chief Financial Officer	Feb. 27/23 Mar./Apr. 2023 Apr. 24/23 May 23/23 June 19/23 Nov./23 Dec./23	Feb. 27/23 May 23/23 Apr. 24/23 May 23/23 June 19/23 Nov. 27/23 Dec. 18/23
<p>“THAT the Durham Catholic District School Board approve the Schedule of Financial Reports to the Board of Trustees as outlined in this report.”</p> <ul style="list-style-type: none"> <li>• 2024/2025 Budget Process</li> <li>• Ministry of Education Funding Announcement</li> <li>• 2023/2024 Second Quarter Budget Status Report</li> <li>• 2024/2025 Budget Update</li> <li>• 2024/2025 Final Budget Report</li> <li>• 2023/2024 Audited Financial Statements</li> <li>• 2024/2025 Revised Estimates Report</li> </ul>			Feb. 26/24 Mar./Apr. 2024 Apr. 22/24 May 27/24 June 17/24 Nov./24 Dec./24	Feb. 26/24

Order Paper: Resolutions Approved for Implementation  
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Resolution	Date of Approval	Referred to	Return Date to Board	Date of Completion
<p>“Whereas, since the 1960s until 2014, the bussing of the majority of high school students to and from Durham schools was handled efficiently by the municipal transit agencies through the use of bus tickets/passes; the municipal operators were Ajax-Pickering Transit, Whitby Transit, Oshawa Transit and Clarington Transit, later amalgamated into Durham Region Transit (DRT) in 2006;</p> <p>Whereas, in 2014, Durham Region Transit raised the cost of the monthly bus pass significantly and the school boards assumed responsibility for transporting eligible high school students on yellow school buses through its consortium Durham Student Transportation Services (DSTS);</p> <p>Whereas, for the last few years, pre- and post-pandemic, school bus operators across Ontario have had difficulty finding and retaining a sufficient number of school bus drivers;</p> <p>Whereas many transit agencies in the province (Toronto, York Region, Ottawa, Kingston) have a high percentage of high school students using public transit to travel to and from school, and more boards and transit agencies are considering similar arrangements;</p> <p>Whereas DSTS continues to maximize the efficiency of its system using the resources it has, in the fall of 2021, Durham District School Board (DDSB) and Durham Catholic District School Board (DCDSB) sought an expanded relationship between DRT and DSTS. A public delegation was made to the Transit Executive Committee of Durham Region on December 8, 2021, with the intention of explaining the benefits of transit passes for high school students; negotiating a lower</p>	Jan. 22/24	Ad hoc Committee	Feb. 26/24	

Order Paper: Resolutions Approved for Implementation  
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Resolution	Date of Approval	Referred to	Return Date to Board	Date of Completion
<p>rate for DRT passes currently purchased by DSTS; and a strategy to have more high school students given monthly DRT transit passes;</p> <p>Appendix A. DCDSB presentation at a Virtual Public Meeting by Morgan Ste. Marie, Chair (pages 1-6 focused on current DRT passes) and Declan Amaral, Student Trustee (pages 7-13, benefits of public transit, student perspective).</p> <p>Appendix B. DDSB presentation transcript by Carolyn Morton, Chair, (focused on expanded use of public transit for high school students);</p> <p>Whereas, in the months after this delegation, a Memorandum of Understanding (MOU) was signed by the Region, the Boards and DSTS that “establishes shared principles to guide on-going collaboration” and this MOU was made public on June 8, 2022;</p> <p>Whereas, the Durham Region Transit Service Strategy 2022-2025 references identified opportunities to increase the percent of high school students using transit from 9% to 42%;</p> <p>Be it resolved that an ad hoc committee of Staff and no less than 3 Trustees be created to lay out an engagement strategy that advances the shared principles of the Memorandum of Understanding, including “enhancing the use of public transit by youth, including secondary school students, within a fiscally responsible framework” with our transportation partners, transit agencies and other levels of government.</p>				



Order Paper: Resolutions Approved for Implementation  
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Resolution	Date of Approval	Referred to	Return Date to Board	Date of Completion
<p>“THAT the DCDSB amend motion number B2024-01-22-04 Ad Hoc Committee for Enhancing the Use of Public Transit previously adopted on January 22, 2024, to include the following:</p> <ol style="list-style-type: none"> <li>1. That the committee will provide recommendations to the Board of Trustees not later than the September 2024 Regular Board Meeting.</li> <li>2. That the committee be dissolved immediately following the October 2024 Regular Board Meeting.</li> <li>3. That the committee include a maximum of 8 trustees</li> </ol> <p>That at the first meeting of the committee that staff provide a report on relevant information pertaining to the committee’s mandate including any legal advice regarding jurisdiction and the DSTS Consortium Agreement.”</p>	Feb. 26/24	Ad Hoc Committee		



## Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: April 22, 2024

Subject: **Special Education Advisory Committee Meeting – April 9, 2024**

Origin: Paula Sorhaitz, Superintendent of Education

Please find attached a copy of the Minutes of the Special Education Advisory Committee Meeting held on April 9, 2024.

TB/PS/pw

Attachment: Minutes of April 9, 2024



**DURHAM CATHOLIC  
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## **Special Education Advisory Committee (SEAC) Meeting**

Apr 09, 2024, from 7:30 PM to 9:00 PM

Catholic Education Centre, 650 Rossland Road West, Oshawa

North and South Board Rooms

### **Members Present:**

*Valerie Adamo, Chair, VOICE for the Hearing Impaired (In-Person)*

*Walter Heeney, Vice Chair, Durham Down Syndrome Association (In-Person)*

*Donna Callaghan, Alternate, Durham Down Syndrome Association (In-Person)*

*Julie Sorhaitz, Learning Disabilities Ontario (In-Person)*

*Claudia Nosseir, Grandview Kids (Virtual)*

*Alex Massis, Community Representative (Virtual)*

### **Trustees Present:**

*Robert De Souza (Virtual)*

### **Staff Present:**

*Shelley Phoenix, Senior Manager, Social Work and Child and Youth Counsellors (In-Person)*

*Helen Killoran, Student Services Coordinator (In-Person)*

*Paula Sorhaitz, Superintendent of Education (In-Person)*

### **SEAC Representatives:**

*Lo Davis, OECTA Representative (In-Person)*

*Patricia Bosley, CUPE Representative (Virtual)*

*Melissa Vickery, CPCO Representative (Virtual)*

*Narmilee Dhayanandhan, APSSP Representative (Virtual)*

### **Regrets:**

*Jim McCafferty, Trustee*

*Shona Casola, Autism Ontario – Durham Region*

*Candace Julien, Community Representative*

## **Minutes**

### **1. Opening**

#### **1.1. Call to Order**

Chair Adamo called the meeting to order at 7:32 p.m. offered the opening prayer and welcomed everyone to the meeting.

#### **1.2. Memorials and Prayers**

#### **1.3. Land Acknowledgements**

#### **1.4. Roll Call and Apologies**

#### **1.5. Approval of the Agenda**



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Motion: SS-2024-04-09-01

Approval of the Agenda

Motion moved by Walter Heeney and seconded by Alex Massis

“THAT the Special Education Advisory Committee approve the agenda of the Tuesday, April 9, 2024, meeting, as presented.” (CARRIED)

**1.6. Approval of the Minutes of March 5, 2024, SEAC Meeting**

Motion: SS-2024-04-09-02

Approval of Minutes

Motion moved by Julie Sorhaitz and seconded by Claudia Nosseir

“THAT the Special Education Advisory Committee approve the Minutes of the Tuesday, March 5, 2024, meeting, as presented.” (CARRIED)

**1.7. Declarations of Interest**

None

**2. Items for Information/Decision**

**2.1. Announcements**

**2.2. Presentations**

**2.2.1. Paula Sorhaitz – Actions to Improve Accessibility**

Paula Sorhaitz provided an update on the Accessibility and Lead Committee, and Departmental Learning and Activities for the 2023-24 school year:

**Professional Learning**

- Professional development segments at each of the steering committee meetings
- Learning will be adapted from Holland-Bloorview’s “Dear Everybody” campaign (learning modules and resources available for free online)
- Committee members are asked to bring learning forward at departmental meetings

**Learning Outcomes**

- Articulate why combatting ableism is important and how stigma is a reality
- Understand how misconceptions about disabilities perpetuate stigma

**Strategies to examine attitudes and reflections on inclusion**

- Listen to and actively seek input from individuals with disabilities in decision-making and policy development
- Set physical environment up for supportive equipment
- Assist/support others in communicating their disability
- Consider using accommodations (ie. visual schedules) with everyone (necessary for some, good for all – universal design)



#### Promoting Inclusion - Key Messages

- Barrier-free social interactions are key to promoting full participation in all aspects of life
- A real culture of inclusion cannot be brought about unless everyone embraces it
- Inclusion is a continuum; must be worked at and adapted continuously

#### Leading Accessibility by Example

- Five new voice amplifiers for use by Student Services staff - for any meetings/training outside of the PFC

Superintendent Sorhaitz noted that the final meeting with Lead Canada is scheduled for May 9.

### **2.3. Discussion Items**

### **2.4. Business arising from the Minutes**

### **2.5. Staff Reports**

#### **2.5.1. Student Services Report – Helen Killoran, Shelley Phoenix, Paula Sorhaitz**

Helen Killoran presented the Coordinator's Report:

- March New Program Support Teacher Mentoring session focused upon Universal Design for Learning (UDL) and how PSTs can support teachers in their implementation of UDL strategies within the classroom
- Project SEARCH Update
  - Interns have completed their second internship and fourth Employment Planning Meeting. This week is a Transition Week where interns interview for their last internship and engage in an internship reveal and onboarding activities to prepare for the final internship.
  - 15 students have applied to Project SEARCH for next year. The Skills Assessment and Interview Day will happen April 25, 2024.
- On March 21, we celebrated World Down Syndrome Day encouraging people to wear #lotsofsocks and blue & yellow. A numbered memo was shared with all staff outlining resources to use to #endthestereotypes.
- Behaviour Skills Training (BST) is being facilitated by members of BRT & DCART in some of our classrooms. This evidence-based approach is active learning that is geared to supporting staff in their professional development.
- Three applications were submitted to the Provincial Demonstration Schools for consideration for placement in September. By June, students will be notified of their placement from the provincial schools committee.

Helen Killoran also presented on Autism Awareness Month:



## **DURHAM CATHOLIC DISTRICT SCHOOL BOARD**

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- April 2, 2024, is World Autism Awareness and Acceptance Day.
- DCDSB supports students with ASD across both Elementary and Secondary panels
- DCDSB Schools celebrated on April 2 by promoting their front foyer displays and participating in activities centered around inclusion and acceptance
- DCDSB has 829 students with ASD and IEP (increase from 242 students in 2018)

### Durham Catholic Autism Resource Team (DCART)

- Supporting student referrals from both Elementary and Secondary
- Services will include a minimum of 12 weeks intensive support, to the school, for students who have been referred to the team.
- Additional supports for students have been provided by our Consultant and Resource Teacher for Autism Services, in Consultative and Crisis Response DCART models
- The objective is to further develop capacity building in the school, while supporting the PST in their roles as Special Education Leaders

### Sonderly Courses in Applied Behaviour Analysis (ABA)

- Geneva Centre Ministry Course funding for ABA was given to DCDSB on the Sonderly online platform
- \$43,000 was provided to DCDSB. All funds were spent
- A Numbered Memo in February offered courses to all educators who were interested
- 36 Educators registered for courses this year (courses are still available)
- In addition to the 4 ABA certificate courses, new course offerings have been created by members of DCART

### Early Intervention Classrooms (EIC)

- EIC is a communication-based program to support the areas of 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.
- DCDSB has 3 EIC sites: St. John XXIII C.S., St. Francis de Sales C.S., St. Bridget C.S.
- September and January entry points into an EIC

### PEAK Assessment in EIC

- Promoting Emergence of Advanced Knowledge (PEAK) is an evidence-based assessment and corresponding curriculum that combines the traditional ABA verbal behavior approach with the science of Derived Relational Responding. It also 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 in all 3 EIC sites under the direction of Paige Pascoe, Melissa Hooper, and Erin Wilson (BCBAs)



## **DURHAM CATHOLIC DISTRICT SCHOOL BOARD**

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### After School Social Skills Development Programs

- DCDSB currently offers learning for:
  - PEERS for students in Grades 7-12, PEERS for Dating for high school
  - 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

Shelley Phoenix presented the Mental Health Report:

### Leading Mentally Healthy Schools

- SMHO has updated their Leading Mentally Healthy Schools document
- Leading Mentally Healthy Schools is a resource that describes the core components of developing, operating, and sustaining mentally healthy schools in Ontario
- On March 20<sup>th</sup> DCDSB hosted a regional session in which school board teams explore the revised Leading Mentally Healthy Schools resource and participate in implementation planning

### Talking About Mental Illness (TAMI) – Intermediate Summit

- On April 4<sup>th</sup>, students from 9 DCDSB schools attended the summit along side students from DDSB and KPRDSB
- The day included a Keynote from Paul Ranger, former Toronto Maple Leaf and DCBSB alumni as well as break out rooms with a focus on Gratitude and creating an action plan to enact upon returning to school.

### Secondary Student Mental Health Summit

- Student summit to be held during Catholic Education/Mental Health Week (first week of May)
- Student engagement and leadership has been highlighted both within SMHO's and DCDSB's Mental Health Strategies
- Students from all secondary schools will come together to advise on the needs regarding mental health promotion in their schools and to begin to brainstorm ideas for implementation

### Professional Development

- Mental Health First Aid ran on April 2<sup>nd</sup> and 3<sup>rd</sup>
- Prepare, Prevent, Respond; Suicide Prevention, Life Promotion training ran on March 1st for the staff of Archbishop Anthony Meagher
- Substance Use and Youth, Partnership with Pinewood Centre of Lakeridge Health- April 11<sup>th</sup>
- Applied Suicide Intervention Skills Training- April 30th and May 1st

Paula Sorhaitz presented the Superintendent's Report:

- SIP claims will be largely the same as last year's claim
- Dr. Diane Lood has accepted the position of Senior Manager of Speech-Language and Psychological Services starting later this month



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- Casual SLP and Psych positions to provide more services to students
- Awaiting announcement on summer funding for special education
- Summer funding for mental health spending confirmed (\$169K approximately)

**PST Learning**

- Continue to explore viability of alternative report cards in the Edsby platform
- Psych services – ADHD and LD learning
- Summer Rays program presentation
- Road Safety Checklist

Motion: SS-2024-04-09-03

Approval of the April 9, 2024, verbal Coordinator, Mental Health Leader, and Superintendent Reports

Motion moved by Walter Heeney and seconded by Robert De Souza

“THAT the Special Education Advisory Committee accept the verbal Coordinator, Mental Health Leader and Superintendent Reports of the April 9, 2024, meeting.” (CARRIED)

## **2.6. Association Reports**

Julie Sorhaitz, Learning Disabilities Association of Durham Region (LDADR):

- 2023-2024 Power to Achieve Scholarship Award Overview and Form
- Presented by the LDADR in partnership with DCDSB
- \$500 to a graduating DCDSB student who has a diagnosed learning disability and is continuing studies (apprenticeship, college, or university)
- Applicants are to submit to their Curriculum Chair or PST by April 26, 2024
- The recipient will be contacted and recognized in June 2024

Walter Heeney, Durham Down Syndrome Association (DDSA):

- Transition from High School Bursary for students with Down syndrome, whose family are members of the DDSA and who will be transitioning from high school.
- Annual scholarship was created by DDSA in 2024 to give a financial gift to DDSA members graduating from high school

## **2.7. Correspondence**

**2.7.1.** Response from Special Education / Success for All Branch, Ministry of Education

Received and filed.

**2.7.2.** Participation House, SEAC Seat

Reach out to the Ministry to inquire on membership composition. Deferred to next meeting.





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**2.7.3. SEAC of Dufferin-Peel Catholic District School Board**

Deferred to next meeting.

**3. Other Business**

**3.1. Board Communications**

**3.2. Motion to Adjourn**

**3.2.1.** The next meeting of the Special Education Advisory Committee will be held on Tuesday, May 7, 2024, at 7:30 p.m.

Motion: SS-2024-04-09-04

Motion to Adjourn

Motion moved by Julie Sorhaitz and seconded by Alex Massis

“THAT the Special Education Advisory Committee meeting of April 9, 2024, adjourn.”  
(CARRIED)

**3.3. Closing Prayer**

Closing prayer was offered by Chair Adamo. The meeting was adjourned at 8:32 pm.

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Valerie Adamo  
Chair, Special Education Advisory Committee

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Paula Sorhaitz  
Superintendent of Education, Resource

Recording Secretary: Paige Wiggans



## Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: April 22, 2024

Subject: **Durham Catholic Parent Involvement Committee (DCPIC)**  
**Minutes of April 11, 2024**

Origin: Jim Wilson, Superintendent of Education

Please find attached a copy of the Minutes of the Durham Catholic Parent Involvement Meeting held on April 11, 2024.

TB/JW/lj  
Attachment: Minutes of April 11, 2024



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

**Durham Catholic Parent Involvement Minutes**

Durham Catholic District School Board  
April 11, 2024, at 7:30 PM North Boardroom  
650 Rossland Road West, Oshawa, ON L1J 7C4

**Committee Members Present:**

Rose Lo Presti (Chair), Kim Beatty (Trustee), Melissa Bevan, Michelle Gillis, Andrea Gagliardi, Christine Santos, Mike McKenney, Michelina Dos Santos, Lucia Lacorte, Chris Szent-Ivany, Veronica McIntosh

**Staff Present:**

Mike O'Neill, Lori Jones, Emily McCall

**1. Call to Order**

Chair Lo Presti called the meeting to order at 7:32 p.m. and welcomed all committee members to the April 11, 2024, meeting. Chair Lo Presti acknowledged Traditional Lands and Territory.

**1.1. Opening Prayer**

Chris Szent-Ivany recited the opening prayer.

**1.2. Welcome and Courtesies**

**2. Approval of Agenda**

**Motion:**

DCPIC2024-04-11-01 - Approval of Agenda

"THAT the Durham Catholic Parent Involvement Committee approve the Agenda of Thursday, April 11, 2024, Durham Catholic Parent Involvement Committee meeting as provided".

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

CARRIED

### **3. Announcements**

- 3.1. Next Durham Catholic Parent Involvement Committee Meeting: Thursday, May 9, 2024.

### **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 7, 2024.

**Motion:**

DCPIC2024-04-11-02 - Approval of Minutes

"THAT the Durham Catholic Parent Involvement Committee approve the minutes of the March 7, 2024, Durham Catholic Parent Involvement Committee Meeting".

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

CARRIED

### **5. Presentations**

#### **5.1 Kindergarten Fair Night**

Chair Lo Presti spoke to the Kindergarten Fair Night being held on Tuesday, April 23<sup>rd</sup> at All Saints C.S.S. Chair Lo Presti confirmed that the DCPIC will set-up a table at the Kindergarten Fair and asked for committee members to help man the table. Rose, Andrea and Oliver confirmed they would help at the event.

Chair Lo Presti would have a DCPIC information card to hand out at the fair along with the DCPIC folders including pens and paper.

#### **5.2 Volunteer Awards Ceremony**

Melissa Bevan spoke on behalf of Josie Mullin who was absent from the meeting. Melissa reported that the Balloon Arch has been ordered and will be at the event in the early afternoon for set-up. Lori Jones reported that the caterer has been arranged, chair covers and tablecloths have been ordered. Stars for the back of the chairs have been ordered, delivered and given to Rose to put the names on them. Lori Jones has arranged for the gifts for each of the recipients. Christine Santos and Emily McCall have been working on the power point presentation.

### 5.3 Parent Survey – Rose Lo Presti

Chair Lo Presti spoke on the Parent Survey that goes out every year. The Survey will be sent out in May, the DCPIC will review results in June and in September those results are the base of the activities planned for Parent Engagement events. Chair Lo Presti asked if any questions should be changed in the Survey or new ones added. Christine Santos shared that the last 3 years of this survey the parents have been consistent with their requests. The top three requests are around Well Being, Mental Health and Numeracy. Discussion was made to change the Survey going out every 2 years, but concern was brought up on the need to use for planning. Decision was made to continue annually with the survey but change the order of the questions.

## 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 11<sup>th</sup> 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 18<sup>th</sup>. This is an important DCPIC event that recognizes parent volunteers throughout the board and your support determines its success. As always, the support for this event from Lori is much appreciated.

April 14<sup>th</sup> to April 20<sup>th</sup> 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.

Chair Lo Presti expressed how much we are looking forward to the Kindergarten Resource Fair as DCPIC is a major sponsor. This event is on Tuesday, April 23<sup>rd</sup>, at All Saints Catholic Secondary School between 6:00 p.m. to 8:00 p.m. Parents will be able to learn more about the DCDSB Kindergarten program, meet community partners and engage in hands-on activities.

### 6.2 Trustee's Report

Trustee Beatty shared information on the Board Meeting that was on March 18<sup>th</sup>. This included a presentation by Mr. Kayode Akomolafe, DCDSB Human Rights and Equity Advisor. He provided a mid-year assessment of the impact of the initiatives and programs undertaken by the board to address systematic discrimination and barriers, and to make the board a more equitable, inclusive, and welcoming learning and working environment. To view a full report and the presentation, please visit [dcdsb.ca](https://dcdsb.ca).

Mr. Akomolafe also indicated that the board plans to conduct a student demographic survey on April 22<sup>nd</sup> to 26<sup>th</sup>. The student demographic survey is designed to invite students (or their parents/guardian for students from Kindergarten – Grade 8) to share information about their identities as related to the protected grounds of the Ontario Rights Code. A webpage, [dcdsb.ca/StudentSurvey](https://dcdsb.ca/StudentSurvey) has been created where more information about the Student Demographic Survey, including a preview of the survey questions and frequently asked questions, can be found.

Trustee Beatty also informed the DCPIC that current Grade 10 students are invited to apply to be a Student Trustee for the upcoming school year. Student Trustees are secondary students who are elected by their peers on the Student Senate to sit on the Board of Trustees as a non-voting member. Student representation on the Board provides opportunities for student interests to be heard and considered in Board decisions. The deadline for applications is Friday, April 12<sup>th</sup>. Interested students should contact the main office at their school to learn more about the election process.

Trustee Beatty shared with the DCPIC that the Durham Catholic Children's Foundation, in partnership with the Durham Catholic District School Board, is pleased to announce the return of its signature gala event on May 16<sup>th</sup>. The 10<sup>th</sup> Annual Catholic Children's Foundation Gala is a 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 22<sup>nd</sup> at 7:30. Parents are welcome to attend in-person and can also view the meeting by the live stream.

Trustee Beatty spoke on behalf of the board of trustees, how much she would like to thank the DCPIC for their efforts to enhance parent engagement.

### 6.3 Resource Report

Superintendent O'Neill shared with the DCPIC upcoming activities with the Durham Catholic District School Board:

- Registration is now open for Continuing Education's Elementary and Secondary Summer School Programs. Also, registration is open for the Summer Stem Camp for Black Students in grades 7-10. Please go to [dcdsb.ca](https://dcdsb.ca) for more information.
- Students in grades 9 and 10 are invited to join the Regional Arts and Media Program at All Saints Catholic Secondary School. Apply now for a Grade 10 or

## Minutes of the Durham Catholic Parent Involvement Committee Meeting

Thursday, April 11, 2024

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Grade 11 start in September 2024. The application deadline is Monday, April 22, 2024. Visit [amp.dcdsb.ca](http://amp.dcdsb.ca) for more information.

- On April 22, the Board will hold a third public meeting concerning Education Development Charges. The meeting will be held at the Board's Education Centre at 7:30 pm.
- The Durham Catholic District School Board invites families and community members to attend an evening with Niigaan Sinclair. This session will be an opportunity to examine four key moments from the Papal Visit to Canada in 2022 and reflect on our work in Catholic Education as we journey toward Truth and Reconciliation. This event will take place on Tuesday, April 23 from 5:30 pm to 7 pm at the Pope Francis Centre (652 Rossland Rd. W.).
- The Mental Health and Well-Being Series has an excellent workshop during the month of April. On Wednesday, May 8<sup>th</sup>, this virtual workshop will explore some frequently asked questions that will help parents to prepare, prevent, and respond if their child or adolescent is experiencing thoughts of suicide. The workshop is from 6 – 7 p.m. Please refer to the DCDSB April News which is on the Board's website for more information.

Superintendent O'Neill thanked everyone for your collective efforts that make Durham Catholic a better place for each and every one of our students.

#### 6.4 PRO Grant Subcommittee Report

Andrea Gagliardi spoke to the DCPIC on the status of getting Paul Davis to commit to a date for a Parent Engagement event next year. Andrea will update the committee once she hears something back.

Andrea Gagliardi addressed the committee on their input of possibly having a session for parents on Vaping next Fall.

Trustee Beatty shared with the DCPIC that she attended a virtual session on Social Media. The presenters were Laurie McCann a police officer and Margot Denomme, an author and lawyer. Trustee Beatty highly recommended this as a parent engagement event next year.

Superintendent O'Neill shared with the DCPIC that Academic Services includes programs in their teaching on the following topics:

- Physical/Health Wellness
- Cyber Safety
- Artificial Intelligence
- Vaping

Minutes of the Durham Catholic Parent Involvement Committee Meeting

Thursday, April 11, 2024

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6.5 Communications Subcommittee Report

Christine Santos gave a thank you to Emily McCall for all her help and guidance in posting media

6.6 School Council Outreach Subcommittee Report

Deferred

6.7 Faith Formation Subcommittee Report

Deferred.

6.8 Policy & By-Law Subcommittee Report

Michelle Gillis sent drafts of policies to the DCPIC. Michelle is asking for any comments/feedback on these to be emailed to her.

6.9. Budget Subcommittee Report

Chair Lo Presti shared the current budget amount.

**7. Adjournment**

Motion:

DCPIC2024-04-11-03 - Adjournment

"THAT the Durham Catholic Parent Involvement Committee Meeting on Thursday, April 11, 2024, adjourn at 8:48 p.m.

Motion moved by Melissa Bevan and seconded by Andrea Gagliardi.

CARRIED

**8. Closing Prayer – Chris Szent-Ivany**

Chris Szent-Ivany recited the closing prayer.

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Rose Lo Presti  
Chair, Durham Catholic Parent  
Involvement Committee

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Jim Wilson  
Superintendent of Education

JW:lj





## Memorandum

To: Board of Trustees

From: April 22, 2024

Subject: **Minutes of the April 15, 2024 Finance Committee Meeting**

Origin: Marie Hammond, Chief Financial Officer

Please find attached a copy of the Minutes of the Finance Committee Meeting held on April 15, 2024.

TB/MH/II

Attachment: Minutes of the April 15, 2024 Finance Committee Meeting



## **Finance Committee Meeting Minutes**

Durham Catholic District School Board  
April 15, 2024 at 7:00 p.m.

### **Committee Members Present:**

R. Damianopoulos (Chair), K. Beatty (Vice Chair), M. Forster, M. Hall (remote)

### **Trustees Present**

M. Ste. Marie (remote), R. De Souza (remote)

### **Director of Education Present**

T. Barill

### **Senior Administration Present**

S. Grieve, M. Hammond

#### **1. Opening**

##### **1.1. Call to Order**

Trustee Damianopoulos called the meeting to order at 7:01 p.m.

##### **1.2. Memorials and Prayer**

Trustee Damianopoulos offered the opening prayer.

##### **1.3. Land Acknowledgement**

Trustee Damianopoulos acknowledged the traditional lands.

##### **1.4. Roll Call and Apologies**

All members of the Finance Committee were present.

##### **1.5. Approval of Agenda**

#### **Motion FC20240415-01**

"THAT the Finance Committee approve the Agenda for the April 15, 2024 Finance Committee meeting."

Moved by M. Forster, Seconded by K. Beatty

**CARRIED**

1.6. Declarations of Interest

None

2. Items for Information

2.1. Delegations

2.1.1. Association of Professional Student Services (APSSP)

Gail Wilson-Beier spoke on behalf of the APSSP union which consists of 56 members who provide specialized services to students and families. Her presentation focused on helping the committee understand the complexity of needs in the classroom and its connection to the budget.

Ms. Wilson-Beier answered questions from the Committee Members and Chair Damianopoulos thanked Ms. Wilson-Beier for the presentation.

3. Items for Decision

3.1. Approval and Signing of Minutes of Previous Meeting (February 12, 2024)

**Motion FC20240415-02**

"THAT the Finance Committee approve the Minutes of the February 12, 2024 Finance Committee Meeting"

Moved by M. Forster, Seconded by K. Beatty

**CARRIED**

3.2. Business Arising from February 12, 2024 Meeting

None

4. Items for Discussion

4.1. Staff Reports

4.1.1.2023/2024 Second Quarter Budget Status Report

M. Hammond presented the 2023/2024 Second Quarter Budget Status Report and Mid-Year Forecast to the Finance Committee. Ms. Hammond reviewed the variances from the actual to anticipated results as at February 29, 2024. As at the mid-year point in the year, there are positive variances in revenue, support wages and benefits due to vacant positions and student transportation. These savings and additional revenue will be utilized to cover cost pressures identified within the wages and benefits category. The Board is anticipating a shortfall between the funding received and actual payments to employees related to the

Memoranda of Settlement (MOS) between the Crown and various sector unions relating to the repeal of Bill 124 (Protecting a Sustainable Public Sector for Future Generations Act, 2019). The amount of the shortfall is unknown at this time. In addition, through discussions and correspondence with School Boards' Co-operative Inc. (SBCI), the Board has been experiencing a higher number of WSIB claim submissions and approvals than originally forecasted. It is anticipated that there will be an increase in WSIB costs relative to the budget incurred by the year-end. Staff are currently investigating the impact of these claims. In the event current year savings or additional revenue cannot offset these cost pressures, the Board will need to utilize the operating reserve fund.

Trustee Beatty inquired about the special funding received in 23/24 to assist in retaining bus drivers and asked if the lack of drivers could create potential clawbacks in funding. M. Hammond confirmed that boards were given funding for recruitment and retention bonuses for school bus drivers but there has been no communication received from the Ministry regarding repayments of unspent funds.

Trustee Ste. Marie asked about the unknown amounts relating to WSIB and Bill 124. Ms. Hammond noted that she has met with School Boards' Cooperative Inc. (SBCI) and they have indicated improvement in the Board's claims since their mid-year assessment; however, the liability may still be significant and upwards of \$1M for the current year. M. Hammond also noted that she has not had an opportunity to review the reports and communications with Board staff. The funding shortfall related to Bill 124 is expected to be significant but to what extent is unknown at this time.

Director Barill also noted that the Ministry is not providing funding to support administration costs of calculating and paying out the retroactive payments to all staff, which includes retired and terminated staff. This is a lot of additional work above their regular daily tasks.

Trustee Forster asked if there was any way to request extra funds for this project and Ms. Hammond indicated that the ministry has been asked many times from all boards across the province and any request for extra funding had been denied.

Director Barill added that while Directors and Business officials across the province have been expressing their concerns over the funding shortfall and lack of support for administrative assistance, communication from Trustees would be beneficial as well.

#### 4.2. Presentation

##### 4.2.1. Budget Process and Consultation Update

Ms. Hammond reviewed where we are in the budget process and noted that the Grants for Student Needs (GSN) announcement has been delayed. A request to move the next Finance Committee from May 13, 2024 to May 28, 2024 will be taken to the next regular board meeting on April 22, 2024 to allow staff time to prepare the first draft of the 2024/2025 budget.

M. Hammond walked the committee through the results of the budget consultation done through Thoughtexchange noting an increase in participation year over year with 830 respondents to the current exchange. Ms. Hammond highlighted the survey results, key thoughts, and themes as well as noting the system-generated overall summary and key differences and common ground among participants.

Trustee Forster noted that the word cloud for 2024/2025 did not include bullying which had been highlighted last year and wondered if this meant it was less of an issue now. Director Barill confirmed this as being consistent with the results of the school climate survey.

Questions arose regarding incident reporting and student safety. Discussion ensued regarding the board's Joint Health and Safety Committee (JHSC). S. Grieve stated that staff are encouraged to report any incidents involving safety and JHSC reviews and comments on possible recommendations.

Trustee Ste. Marie commented that board staff had found insightful ways of using Thoughtexchange to analyze the data collected. In addition, Trustee Ste. Marie indicated that it would be helpful to have comparative information from the previous year included in the mid-year report in the future if possible.

Trustee Damianopoulos thanked Ms. Hammond and her team for her presentation and reports.

#### 5. Other Business

##### 5.1. Board Communications

##### 5.2. Motion to Adjourn

#### **Motion FC20240415-03**

"THAT the April 15, 2024 Finance Committee Meeting adjourn."

Moved by: K. Beatty Seconded by: M. Forster

#### **CARRIED**

The meeting adjourned at 8:20 p.m.

Finance Committee Meeting

April 15, 2024

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5.3. Closing Prayer

Trustee Beatty offered the closing prayer.

Recording Secretary: L. Lane

Approved by:

R. Damianopoulos  
Chair, Finance Committee

M. Hammond  
Resource, Finance Committee



## Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: April 22, 2024

Subject: **2023/2024 Second Quarter Budget Status Report**

Origin: Marie Hammond, Chief Financial Officer

## Purpose

The 2023/2024 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 15, 2024.

TB/MH/II  
Attachment



# 2023/2024 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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## Average Daily Student Enrolment

	2023/2024	2022/2023	Variance	% Change
Elementary	15,735	15,225	510	3.35%
Secondary	6,873	6,599	274	4.15%
<b>Total</b>	<b>22,608</b>	<b>21,824</b>	<b>784</b>	<b>3.59%</b>

As noted in the above table the Board's enrolment across the two panels has grown by 3.59%. Based on current projections, the Board anticipates stable enrolment with modest growth (0.6% for the 24/25 school year).

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.

**Summary of Revenue as at February 29, 2024**

<b>Operating</b>	<b>Budget</b>	<b>Received</b>	<b>Anticipated</b>	<b>Received to Anticipated Variance</b>
Ministry Grants (GSN)	\$269,008,895	\$140,421,967	\$140,421,967	\$0
Other Ministry (PPF)	3,947,691	2,396,196	2,396,196	0
Secondments	1,312,742	481,753	481,753	0
Government of Canada	992,908	342,728	342,728	0
Other Provincial Agencies	1,062,492	562,479	562,479	0
Community Use of Schools	575,000	371,411	287,500	83,911
Continuing Education Fees	200,000	76,734	100,000	(23,266)
International Students	623,401	694,981	623,401	71,580
Partnership Agreements	1,200,000	816,669	720,000	96,669
Interest Revenue	0	350,048	0	350,048
Other Revenue	200,065	110,093	100,033	10,060
School Generated Funds	<u>6,000,000</u>	<u>3,589,890</u>	<u>3,589,890</u>	<u>0</u>
<b>Subtotal</b>	<b>\$285,123,194</b>	<b>\$150,214,949</b>	<b>\$149,625,947</b>	<b>\$589,002</b>
<b>Capital</b>				
Ministry Grants (GSN)	\$42,038,762	\$3,668,969	\$3,668,969	\$0
Multi-Year Technology Program	380,000	0	0	0
Proceeds of Disposition	27,566,317	27,566,317	27,566,317	0
Education Development Charges	<u>14,933,683</u>	<u>9,709,567</u>	<u>10,433,683</u>	<u>(724,116)</u>
<b>Subtotal</b>	<b><u>\$84,918,762</u></b>	<b><u>\$40,944,853</u></b>	<b><u>\$41,668,969</u></b>	<b><u>(\$724,116)</u></b>
<b>TOTAL</b>	<b>\$370,041,956</b>	<b>\$191,159,802</b>	<b>\$191,294,916</b>	<b>(\$135,114)</b>

Notes follow on next page

## 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 specific intervals or 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, community use of schools fees, international student fees and interest revenue resulting from higher interest rates and a positive cash balance throughout the first two quarters of the fiscal year. Any additional revenue will be used to address pressures in expenditures (as noted in Attachments 4, Wages and Benefits and Attachment 8, Operating Reserve Fund Continuity Schedule).

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.

## Summary of Expenditures as at February 29, 2024

	2023/2024 Budget	Actual Expenditures	%	Anticipated	%	Actual to Anticipated Variance
Wages & Benefits	\$244,301,947	\$127,910,500	52.4%	\$127,936,877	52.4%	\$26,377
Schools	2,339,510	1,375,205	58.8%	1,403,706	60.0%	28,501
Departments	32,481,737	15,546,576	47.9%	15,786,455	48.6%	239,879
School Funds	6,000,000	3,011,704	50.2%	3,011,704	50.2%	0
Capital Programs	<u>84,918,762</u>	<u>45,306,751</u>	53.4%	<u>48,589,707</u>	57.2%	<u>3,282,956</u>
<b>Total</b>	<b>\$370,041,956</b>	<b>\$193,150,736</b>	<b>52.2%</b>	<b>\$196,728,449</b>	<b>53.2%</b>	<b>\$3,577,713</b>

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.

## Wages and Benefits as at February 29, 2024

	Budget	Actual	%	Anticipated	%	Actual to Anticipated Variance
Wages – Academic	\$148,791,013	\$78,211,891	52.6%	\$78,157,638	52.5%	(\$54,253)
Wages – Support	49,741,259	27,085,295	54.5%	27,178,591	54.6%	93,296
Sick Leave Plans	6,561,427	3,692,515	56.3%	3,652,753	55.7%	(39,762)
Benefits/ Deductions	<u>39,208,248</u>	<u>18,920,799</u>	48.3%	<u>18,947,895</u>	48.3%	<u>27,096</u>
	<b><u>\$244,301,947</u></b>	<b><u>\$127,910,500</u></b>	<b>52.4%</b>	<b><u>\$127,936,877</u></b>	<b>52.4%</b>	<b><u>\$26,377</u></b>

Anticipated wages at the mid-year point detailed in the above chart (Attachment 4) are based on the following: teaching wages at 14 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 108 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 as well as benefits resulting from vacant positions throughout the first half of the year. 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.

Through discussions and correspondence with School Boards' Co-operative Inc. (SBCI), the Board has been experiencing a higher number of WSIB claim submissions and approvals than originally forecasted. It is anticipated that there will be an increase in WSIB costs relative to budget incurred by the year-end. Staff are currently investigating the impact of these claims.

The Board is also anticipating a shortfall between the funding received and actual payments to employees related to the Memoranda of Settlement (MOS) between the Crown and various sector unions relating to the repeal of Bill 124 (Protecting a Sustainable Public Sector for Future Generations Act, 2019). The amount of the shortfall is unknown at this time, but any savings from vacant positions as well as positive variances in other areas (additional revenue, Attachment 2 and departmental savings, Attachment 6) will be required to offset the pressures created by the MOS as well as the WSIB increase.

**Staffing Summary as at February 29, 2024**

	<b>Budget</b>	<b>Payroll</b>	<b>Variance</b>
<b>Teachers</b>			
Elementary Teachers	938.47	939.81	(1.34)
Secondary Teachers	442.18	443.18	(1.00)
Coordinators/Consultants	28.00	27.00	1.00
<b>Principals/Vice-Principals</b>			
Elementary/Secondary	76.17	76.17	0.00
<b>Non-Teaching</b>			
Senior Administration	11.00	11.00	0.00
Math Lead, Assistant to the Superintendent	1.00	1.00	0.00
Middle Management/Non-Union	63.83	61.83	2.00
Faith Formation	8.00	8.00	0.00
Student Services	45.30	43.10	2.20
Educational Assistants	327.00	327.00	0.00
Early Childhood Educators	104.00	104.00	0.00
Custodial Maintenance	169.00	166.00	3.00
Secretarial/Clerical	109.50	109.50	0.00
Trustees	8.00	8.00	0.00
Secondments	10.33	10.33	0.00
<b>Total</b>	<b>2,341.78</b>	<b>2,335.92</b>	<b>5.86</b>

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.

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 29, 2024**

	<b>Budget</b>	<b>Actual</b>	<b>%</b>	<b>Anticipated</b>	<b>%</b>	<b>Actual to Anticipated Variance</b>
Student Transportation	\$9,013,792	\$4,350,206	48%	\$4,506,896	50%	\$156,690
Facilities Services	9,856,047	5,305,121	54%	5,301,748	54%	(3,373)
Information Technology	3,848,734	1,966,579	51%	1,924,367	50%	(42,212)
Academic Services	7,600,621	2,930,244	39%	3,048,142	40%	117,898
Business Services	198,000	85,335	43%	99,000	50%	13,665
Human Resources	418,900	196,508	47%	184,450	44%	(12,058)
Mileage/Travel Allowances	583,458	250,515	43%	245,052	42%	(5,463)
Director's Office	261,401	142,257	54%	130,701	50%	(11,556)
Legal/Professional Services	354,000	109,954	31%	148,680	42%	38,726
Trustees/Student Reps	225,084	164,371	73%	146,305	65%	(18,066)
Communications	121,700	45,486	37%	51,114	42%	5,628
<b>Total</b>	<b>\$32,481,737</b>	<b>\$15,546,576</b>	<b>48%</b>	<b>\$15,786,455</b>	<b>49%</b>	<b>\$239,879</b>

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 shortages and absences. Savings in Student Transportation may be utilized to offset pressures in wages and benefits (Attachment 4).

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.

**Capital Program Expenditures as at February 29, 2024**

	<b>Budget</b>	<b>Actual</b>	<b>%</b>	<b>Anticipated</b>	<b>%</b>	<b>Actual to Anticipated Variance</b>
Msgr. Paul Dwyer C.H.S., Replacement (see Note 1)	\$11,762,251	\$215,630	2%	\$588,113	5%	\$372,483
Unnamed North Pickering (Seaton) Elementary School (See Note 2)	8,478,058	430,157	5%	423,903	5%	(6,254)
Debenture Payments	6,683,107	3,341,553	50%	3,341,553	50%	0
School Renewal	5,711,665	2,048,592	36%	2,284,666	40%	236,074
School Condition	9,403,681	1,723,524	18%	3,761,472	40%	2,037,948
Multi-Year Technology Program	380,000	271,411	71%	190,000	50%	(81,411)
Transfer to Proceeds of Disposition (POD) Reserve	27,566,317	27,566,317	100%	27,566,317	100%	0
Transfer to EDC Reserve	14,933,683	9,709,567	65%	10,433,683	70%	724,116
<b>Total</b>	<b>\$84,918,762</b>	<b>\$45,306,751</b>	<b>53%</b>	<b>\$48,589,707</b>	<b>57%</b>	<b>\$3,282,956</b>

Note 1: Budgeted amounts for ministry funded Capital Priority Projects reflect the estimated completion of the projects during the 2023/2024 fiscal year.

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

## Capital Program Expenditures - 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).

## Operating Reserve Fund Continuity Schedule

Balance as per 2022/2023 Financial Statements	\$517,170
2023/2024 Provision at Revised Estimates	0
Mid-Year Forecast Surplus or (Deficit)	TBD
<b>Anticipated Balance at August 31, 2024</b>	<b>\$517,170</b>

The Board's Accumulated Surplus is the only reserve fund available for use towards balancing the operating budget.

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.

Additional revenue (Attachment 2), vacant positions (Attachment 4), and Transportation Services savings (Attachment 6) will be utilized to cover the cost pressures identified in academic wages, supply costs, WSIB costs, and the anticipated funding shortfall related to the Memoranda of Settlement (MOS) relating to Bill 124 (Attachment 4). In the event current year savings cannot offset these cost pressures, the Board will need to utilize the operating reserve fund. The amount of any potential shortfall is unknown at this time and therefore, no amounts have been included under the Mid-Year Forecast Surplus or (Deficit) in the above table.

## Summary of Cash Position and Investment Options

Month	Bank Balance		
	High	Low	Average
September 2023	\$77,668,896	\$11,939,059	\$44,744,541
October 2023	\$77,683,468	\$66,935,861	\$72,298,564
November 2023	\$82,988,171	\$64,002,981	\$73,470,582
December 2023	\$87,841,687	\$60,418,489	\$74,120,467
January 2024	\$85,149,056	\$68,159,403	\$76,622,696
February 2024	\$74,615,326	\$58,611,565	\$59,014,054
<b>Average</b>	<b>\$80,991,100</b>	<b>\$55,011,226</b>	<b>\$66,711,817</b>

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 and to invest in bank term deposits where excess funds are available 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 \$80.9 million, and the average monthly low is a positive \$55.0 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 in addition to the Proceeds of Disposition (POD) reserve which will be utilized for future capital projects. Under the ministry's cash management strategy, any POD that is not projected to be spent in the current year, will flow back to the ministry through a delayed grant reduction to be returned once its use has been approved.

Overall, the Board has experienced a decrease in its operating cash position of \$1,990,934 since the beginning of the year, since less funds were received (\$191,159,802 as per the Summary of Revenue, Attachment 2) than disbursed (\$193,150,736 as per the Summary of Expenditures, Attachment 3). This negative result does not represent an operating deficit for the year but rather is simply a cash flow deficit 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 and Proceeds of Disposition).

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.



## Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: April 22, 2024

Subject: **Catholic Education Week and Mental Health Week 2024**

Origin: Katharine Stevenson, Superintendent of Education

## Purpose

Each year, the Catholic community of Ontario engages in a week-long celebration of the unique identity and distinctive contributions of Catholic education during Catholic Education Week. This week is also nationally designated as Mental Health Week. This report will provide an overview of the way in which the DCDSB will recognize and celebrate both Catholic Education Week and Mental Health Week from May 5 to May 10, 2024.

## Background

Catholic Education Week (CEW) is held each year in May in the 29 Catholic School Boards across Ontario. This year, CEW is May 5 to May 10. The theme for CEW 2024 is “Catholic Education: We are Called to Love,” and the spiritual quotation that anchors this theme is, “If we love one another, God lives in us” (1 John 4:12).

Each year, the CEW theme is accompanied by five sub-themes, which serve to deepen understanding of the theme from different theological perspectives. Each day of CEW (Monday to Friday) highlights a different sub-theme. The CEW 2024 sub-themes are “We are Called to Love...”

- As a people of hope
- As a people of faith
- As a people of mercy
- As a people of justice
- As a people of joy

The themes for CEW 2024 have been inspired by the following considerations:

## Catholic Education Week and Mental Health Week 2024

- The upcoming Jubilee Year of 2025, “Pilgrims of Hope,” announced by Pope Francis
- The fifth anniversary of *Renewing the Promise*, the Pastoral Letter from the Bishops of Ontario on the mission and vision of Catholic Education
- The recent synod of the Church as a model of listening as an act of love and to strengthen relationships
- The Papal Visit to Canada and our hope for our continued work for Truth and Reconciliation
- The correspondence with Mental Health Week as a reminder to support each other’s wellbeing with love and compassion
- A continued focus on Equity and Inclusion in Catholic schools in recognition of God’s unconditional love for all God’s children

A rich repository of resources is made available to the Catholic educational community on the Ontario Catholic School Trustees’ Association (OCSTA) website at <https://www.ocsta.on.ca/project/we-are-called-to-love/>

The Canadian Mental Health Association’s Mental Health Week is May 6 to May 12. This year’s theme is “A Call to be Kind: Because compassion connects us all.” This year’s Mental Health Week is centred on the healing power of compassion, as well as kindness as intrinsic to our shared humanity. Among the messages in the Canadian Mental Health Association’s toolkit is, “Compassion isn’t just about being kind to others, it’s about extending that same kindness to ourselves.”

## Information

The Faith Formation Department and Student Services have collaborated to provide several resources to classroom educators to support the recognition of Catholic Education Week and Mental Health Week. These resources include:

- Administrator/Chaplain Package, which includes morning prayers and announcements for each day (Monday to Friday). Each morning prayer highlights the sub-theme for the day. Each day’s announcement focuses on a different mental health strategy; breathing, muscle relaxation, visualization, distraction, and gratitude.
- OCSTA Catholic Education Week Lesson Plans for use with the OCSTA curated book list for kindergarten, primary, junior, and intermediate classes
- Virtual Field Trips, which are daily activities and mental health strategies highlighted within a press-and-play PowerPoint presentation. Elementary and secondary educators can access age-appropriate tools to engage and connect with students in order to support their faith, mental health, and wellbeing.

The Communications Department has created a joint Catholic Education Week and Mental Health Week webpage to share information and resources with DCDSB students and families. Here, families can enjoy many of the OCSTA books related to the CEW sub-themes, access other OCSTA resources, such as the CEW song and prayer, and

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## Catholic Education Week and Mental Health Week 2024

explore mental health resources. Also included are some highlights of the week's events. For example:

- Monday, May 6 – System-Wide Mass and Distinguished Catholic Educator and Leader Award Ceremony at St. Bernadette Parish
- Wednesday, May 7 – The CEW Provincial Mass celebrated by the Most Rev. Gerard Bergie. The Mass will be live-streamed beginning at 11:00 a.m.
- Friday, May 10 - Staff and students will be encouraged to wear green to acknowledge that every person has mental health that requires care, just as physical health requires care.

Elementary and secondary schools will each plan classroom and whole-school activities and celebrations. Through communication home, families will be welcomed to join in the celebrations, which will then be further celebrated on school social media, in newsletters and parish bulletins, and through DCDSB communications. This week is an opportunity to give witness to our distinct Catholic identity and the gift of publicly funded Catholic education in our community and beyond.

TB/KS





## Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: April 22, 2024

Subject: **Together for Mental Health Report**

Origin: Paula Sorhaitz, Superintendent of Education, Safe Schools

## Purpose

To inform the trustees of the work being done during the 2023/2024 school year that aligns with the priorities of Durham Catholic District School Board's (DCDSB) Mental Health Strategy: [Together for Mental Health: Everyone, Everyday.](#)

## Background

The three-year Mental Health Strategy and its yearly action plan reflect the Durham Catholic District School Board's commitments to Listening, Learning and Living in Faith. As well, it aligns with the board's Strategic Plan: **Inspire 2026, 2023-2026** in the areas of **Supporting Faith and Well-Being** and **Advancing Human Rights and Equity**.

Our overall goals are to create a positive school climate that supports students' feelings of belonging and safety, to build capacity in Mental Health, Equity, and Inclusive Education, Safe and Accepting Schools and Healthy Schools for all members of the DCDSB community and to ensure consistent use of evidence-informed practices, strategies and programs that are data driven.

Together for Mental Health: Everyone, Everyday, highlights four strategic priorities and the following features some of the work being done in these areas this school year:

**Priority 1:** Amplifying the promotive and protective influence of schools by creating culturally responsive, mentally healthy schools and classrooms.

- Each school has designated a Mental Health Champion educator which has supported the streamlining of communication to school staff of mental health information.

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Mental Health

- Ministry Mandated Mental Health Modules have been introduced for grade 7 and 8 students. Educators were offered professional development to support implementation of these modules. As of February, 87% of our intermediate classes had integrated these lessons into their classes.
- Secondary Student Mental Health Leadership Summit to be held during Catholic Education/Mental Health Week to support student engagement and leadership.
- Child and Youth Counsellors are providing Tier 1 implementation support to educators in order to assist the delivery of 15 different evidence based SEL programs with the addition of culturally responsive programming.
- A sharing of excellence series: Creating a Mentally Healthy Classroom based on the Aligned and Integrated Model of school mental health, was offered to all staff.

**Priority 2:** Identifying and addressing emerging and escalating student mental health problems.

- Opportunities have been provided for educators and support staff to engage in professional development focused on noticing signs and providing support in the classroom:
  - Mental Health First Aid
  - Supporting Minds Series: Mood, Anxiety and Attention
  - Prepare, Prevent Respond Suicide Intervention/Life Promotion
- Partnering with Pinewood Centre of Lakeridge Health to develop and offer a workshop centred on Youth Engagement and Substance Use due to increasing concerns re: marijuana and vaping use.
- Introduction of DCDSB's Let's Talk Day and supporting lessons and materials to encourage help-seeking behaviours.

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

- Child and Youth Counsellors offered a lunch bunch in September to support the transition of students returning from the Virtual Secondary School
- Implementation of a new group intervention at Fr. Donald MacLellan- Dialectical Behavioural Therapy Skills in Schools: Skills Training for Emotional Problem Solving for Adolescents
- School mental health professionals have attended trainings focused on mental health and supports for students disproportionately impacted by racism and/or oppression.

**Priority 4:** Building and sustaining strong safety nets through family and system collaboration.

- Strengthening the safety net around suicide prevention and intervention through ongoing training opportunities for staff and parents, families, and caregivers
  - Suicide Prevention and Life Promotion Workshop to be offered to parents during Catholic Education and Mental Health Week.
  - Applied Suicide Intervention Skills Training offered to gatekeepers.

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Mental Health

- Prepare, Prevent Respond Suicide Intervention/Life Promotion offered to all educators.
- Sharing of information and learning opportunities with families:
  - A video series centring on various mental health topics has been shared through the DCDSB news and the DCDSB website.
  - Mental Health information shared through the DCDSB News
- Partnerships created with community agencies to support specific populations.
  - Black Mental Health Day Event engaged various community agencies (e.g. Women's Multicultural Resource Centre, Taibu, etc.)
  - Pinewoods Centre of Lakeridge Health to support PD, as well as the student summit.
  - Collaborating on various Coalitions (e.g. Talking About Mental Illness, Durham Youth Drug Awareness Committee, Youth Suicide Prevention Committee).

As this is the first year into the three-year Mental Health Strategy, DCDSB will continue to expand the focus on the above priorities. As well, the Ministry of Education has introduced [PPM 169](#) in January which outlines the requirements for school boards and school authorities, to provide culturally responsive, evidence-informed student mental health promotion, prevention and early intervention services that respect students as complex individuals and provide appropriate supports for their diverse needs. Together for Mental Health: Everyone, Everyday, aligns with the expectations set out by the Ministry, ensuring that all requirements are met.

TB/PS/pw



## Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: April 22, 2024

Subject: **The Enactment of a Successor Education Development Charges By-Law No. 7 (2024) for the Durham Catholic District School Board**

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

## Recommendation

Moved by , seconded by

“THAT in accordance with Section 257.63 of the Education Act, the Durham Catholic District School Board resolve that no further public meetings are required in regard to the proposed Education Development Charges By-law No. 7, (2024).”

Moved by , seconded by

“THAT the Durham Catholic District School Board resolve that the Education Development Charges By-law impose in year one of the five-year term;

- (i) a charge of \$2,586.00 per dwelling unit in year one against all new residential development of land in the Region of Durham; and
- (ii) a charge of \$0.10 per FT2 in year one against non-residential development of land in the Region of Durham,

such charges to be increased annually without amendment to the EDC By-law as permitted under the governing legislation. Neither charge will apply to the development of land in the Municipality of Clarington.”

Moved by , seconded by

“THAT the Durham Catholic District School Board enact an Education Development Charges By-law in the form attached to this report as Appendix A, to come into force on May 1, 2024.”

## **Background**

The Durham Catholic District School Board and Durham District School Board held a joint meeting of the Boards of Trustees on February 28, 2024 to consider the current Education Development Charges Policies of the Board as well as the policies that will be in force for the upcoming Bylaw, and to review the contents of the Education Development Charges Background study in advance of the passage of the Education Development Charges Bylaw No. 7, (2024).

This report summarizes the activities that have taken place since the meeting of February 28, 2024 and recommends the passage and implementation of the Education Development Charges Bylaw No. 7, (2024).

## **Rationale**

At the February 28, 2024 meeting the Board was advised that the Education Development Charges, as detailed in the Background Study, that are to be levied by the Durham Catholic District School Board in year one under the proposed by-law are: (i) \$2,586.00 per dwelling unit against all new residential development of land in the Region of Durham; and (ii) \$0.10 per FT2 against all non-residential development of land in the Region of Durham. Neither charge will apply to the development of land in the Municipality of Clarington.

These combined rates are less than the revenue that is required to fully fund the purchase of land over the 15-year planning horizon that underlies the proposed By-law; however, due to legislative restrictions, the Board cannot impose in year one the calculated charges of \$3,514.00 per dwelling or \$0.60 per FT2 of non-residential development, which is what is actually required to fund the Board's land acquisition requirements within the 15 year planning horizon under this proposed By-law.

## **Ministry Regulation Amendments October 12, 2018**

The Province of Ontario temporarily capped the amount allowed to be charged by Boards for EDC's on October 12, 2018 through amendments to Ontario Regulation 20/98. The amendment to the regulation froze the EDC rates at the amount the Board was charging as of August 31, 2018. This capped the rate at \$786 per unit for the Durham Catholic District School Board and was the amount charged under EDC Bylaw No. 5 (2014).

### Ministry Regulation Amendments March 28, 2019

On March 29, 2019 the Province amended Ontario Regulation 20/98 to partially lift the cap on EDC rates and replace it with restricted annual rate increases of:

- A maximum yearly increase of the greater of 5% or \$300 per residential unit; and
- A maximum yearly increase of 5% for non-residential rates.

The amendments did not restrict the ability of boards to pass bylaws for the full five-year term as set out in the Education Act. The amendments were effective as of March 29, 2019.

As a result, the Board could only impose a rate of \$1,086 per dwelling unit (\$786.00 plus \$300.00) effective May 1, 2019 and increase it annually by the maximum permitted under the regulation of \$300 per dwelling unit.

This amendment to the regulation in regard to residential development is still in force with no further amendments, and therefore the current EDC rate of \$2,286 per dwelling unit, that expires April 30, 2024, can only be increased by \$300 at the beginning of the term of the new EDC bylaw on May 1, 2024. A copy of the proposed Education Development Charges Bylaw No. 7, (2024), and the amended Ontario Regulation 20/98 have been attached to this report.

Based on the information presented at the February 28, 2024 Successor Bylaw public meeting, and as outlined in the analysis of the required background study, the ratio of education land costs to be recovered from residential and non-residential development is proposed as 94% to 6%, respectively. Therefore, the Education Development Charge amount per residential dwelling unit shall be the following for the periods set out below:

- May 1, 2024 to April 30, 2025 = \$2,586.00;
- May 1, 2025 to April 30, 2026 = \$2,886.00;
- May 1, 2026 to April 30, 2027 = \$3,186.00;
- May 1, 2027 to April 30, 2028 = \$3,486.00;
- May 1, 2028 to April 30, 2029 = \$3,514.00<sup>1</sup>.

1. the charge of \$3,514.00 is the calculated full rate under the legislation and thus the increase from the charge of \$3,486.00 imposed in the prior year is less than \$300.00.

And, the Education Development Charge per square foot of gross floor area of non-residential development shall be in the following amounts for the periods set out below:

- May 1, 2024 to April 30, 2025 = \$0.10
- May 1, 2025 to April 30, 2026 = \$0.20
- May 1, 2026 to April 30, 2027 = \$0.30
- May 1, 2027 to April 30, 2028 = \$0.40
- May 1, 2028 to April 30, 2029 = \$0.50

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The Enactment of a Successor Education Development Charges By-Law No. 7 (2024)  
for the Durham Catholic District School Board

Notwithstanding the Board's ability to annually increase the amount of the EDC charge by \$300 per unit, the Board will still experience a significant funding shortfall for the purchase of lands within the planning horizon that underlines the EDC background study. This shortfall represents \$928 per unit of housing in the current year. By adopting a 94% to 6% residential to non-residential charge ratio, the Board will only incur a financial shortfall in the first 4 years of the Bylaw, which equates to approximately \$14.1M. A 100% residential EDC would exacerbate the problem and increase this shortfall by approximately \$2.25M. In the final year of this Bylaw there will be not be a shortfall in collections from residential development.

### **Meetings with BILD**

Prior to the Joint Board Meeting of February 28, 2024, the Board's consultants Quadrant Advisory Group, Overland LLP, and the Board were contacted by the Building Industry and Land Development Association (BILD) and conducted a meeting to review the proposed by-law assumptions. At the time this report was written, neither BILD nor any other interested party has provided comments or raised concerns.

### **Ministry Approval**

On April 11, 2024, the Ministry forwarded a letter to Director Barill advising that they have approved the various estimates and growth projections that are fundamental to the calculation of the proposed residential and non-residential EDC rates. As a result, the Board has now satisfied all the legal requirements that are conditions precedent to the Board's authority to pass the EDC by-law.

### **Next Steps**

Once the Board has adopted the Education Development Charges Bylaw No. 7, (2024), it shall come into force on May 1, 2024 at the new rates. Staff will advise all seven municipalities affected by the Development Charges Bylaw of the change in the collection amount for the Durham Catholic District School Board; the additional statutory exemptions enacted by the Province in November of 2019; and the date when the By-law shall come into force.

The EDC rates will increase annually during the term of the by-law by \$300.00 per dwelling unit and \$0.10 per square foot of non-residential gross floor area without the requirement to amend the By-law – the applicable rates are set out in Sections 9 and 12 of the By-law.

TB/SG/tc

Attachments: 1. DCDSB Notice of Passing 2024 EDC By-law

2. DCDSB 2024 EDC By-law V.3 March 11, 2024 (Rs & Non-Res)



## **DURHAM CATHOLIC DISTRICT SCHOOL BOARD**

### **EDUCATION DEVELOPMENT CHARGES BY-LAW, 2024**

A by-law for the imposition of education development charges

**WHEREAS** section 257.54 (1) of the *Education Act* provides that a district school board may pass by-laws for the imposition of education development charges against land in its area of jurisdiction undergoing residential or non-residential development if there is residential development in the area of jurisdiction of the district school board that would increase education land costs and the residential or non-residential development require one or more of the actions identified in section 257.54(2) of the *Education Act*;

**AND WHEREAS** on April 11, 2024, the Minister of Education approved the Board's estimates which are prescribed under Section 10, paragraph 1 of Ontario Regulation 20/98;

**AND WHEREAS** the Durham Catholic District School Board has satisfied the conditions prescribed by section 10 of Ontario Regulation 20/98 in order for it to pass an education development charge by-law;

**AND WHEREAS** the Durham Catholic District School Board has conducted a review of its education development charge policies and held a public meeting on February 28, 2024, in accordance with section 257.60 of the *Education Act*;

**AND WHEREAS** the Durham Catholic District School Board has given a copy of the education development charge background study relating to this by-law to the Minister of Education and to each school board having jurisdiction within the area to which this by-law applies;

**AND WHEREAS** the Durham Catholic District School Board has given notice and held public meetings on February 28, 2024, and April 22, 2024, in accordance with section 257.63(1) of the *Education Act* and permitted any person who attended the public meetings to make representations in respect of the proposed education development charges;

**AND WHEREAS** the Durham Catholic District School Board has determined in accordance with section 257.63(3) of the *Education Act* that no additional public meeting is necessary in respect of this by-law;

**NOW THEREFORE THE DURHAM CATHOLIC DISTRICT SCHOOL BOARD  
HEREBY ENACTS AS FOLLOWS:**

## PART I

### APPLICATION

#### **Defined Terms**

1. In this by-law,
  - (a) “Act” means the *Education Act*, R.S.O. 1990, c.E.2, as amended, or a successor statute;
  - (b) “agricultural use” means lands, buildings or structures used, or designed or intended for use for the purpose of a *bona fide* farming operation including, but not limited to, animal husbandry, dairying, fallow, field crops, removal of sod, forestry, fruit farming, horticulture, market gardening, pasturage, poultry keeping and any other activities customarily carried on in the field of agriculture;
  - (c) “Board” means the Durham Catholic District School Board;
  - (d) “development” includes redevelopment;
  - (e) “dwelling unit” means a room or suite of rooms used, or designed or intended for use by one person or persons living together in which culinary and sanitary facilities are provided for the exclusive use of such person or persons, and shall include, but is not limited to, a dwelling unit or units in an apartment, group home, mobile home, duplex, triplex, semi-detached dwelling, single detached dwelling, stacked townhouse and townhouse;
  - (f) “education land costs” means costs incurred or proposed to be incurred by the Board,
    - (i) to acquire land or an interest in land, including a leasehold interest, to be used by the Board to provide pupil accommodation;
    - (ii) to provide services to the land or otherwise prepare the site so that a building or buildings may be built on the land to provide pupil accommodation;
    - (iii) to prepare and distribute education development charge background studies as required under the Act;
    - (iv) as interest on money borrowed to pay for costs described in paragraphs (i) and (ii); and
    - (v) to undertake studies in connection with an acquisition referred to in paragraph (i).

- (g) “education development charge” means charges imposed pursuant to this by-law in accordance with the Act;
- (h) “existing industrial building” means a building used for or in connection with,
  - (i) manufacturing, producing, processing, storing or distributing something,
  - (ii) research or development in connection with manufacturing, producing or processing something,
  - (iii) retail sales by a manufacturer, producer or processor of something they manufactured, produced or processed, if the retail sales are at the site where the manufacturing, production or processing takes place,
  - (iv) office or administrative purposes, if they are,
    - A. carried out with respect to manufacturing, producing, processing, storage or distributing of something, and
    - B. in or attached to the building or structure used for that manufacturing, producing, processing, storage or distribution;
- (i) “gross floor area of non-residential development” means in the case of a non-residential building or structure or the non-residential portion of a mixed-use building or structure, the total floor area, measured between the outside of exterior walls or between the outside of exterior walls and the centre line of party walls dividing the building from another building, of all floors at or above the average level of finished ground adjoining the building at its exterior walls, and, for the purpose of this definition, the non-residential portion of a mixed-use building is deemed to include one-half of any area common to the residential and non-residential portions of such mixed-use building or structure; and for greater certainty, “gross floor area of non-residential development” includes any part of a building or structure used for the parking or loading of motor vehicles;
- (j) “local board” means a local board as defined in the *Municipal Affairs Act*, other than a board defined in section 257.53(1) of the Act;
- (k) “mixed use” means land, buildings or structures used, or designed or intended for use, for a combination of non-residential and residential uses;
- (l) “non-residential building or structure” means a building or structure or portions thereof used, or designed or intended for use for other than residential use, and includes, but is not limited to, an office, retail, industrial or institutional building or structure;

- (m) “non-residential development” means a development other than a residential development, and includes, but is not limited to, an office, retail, industrial or institutional development;
  - (n) “non-residential use” means lands, buildings or structures or portions thereof used, or designed or intended for use for other than residential use, and includes, but is not limited to, an office, retail, industrial or institutional use;
  - (o) “*Planning Act*” means the *Planning Act*, R.S.O. 1990, c. P.13, as amended;
  - (p) “Region” means the Regional Municipality of Durham;
  - (q) “Regulation” means Ontario Regulation 20/98, as amended, made under the Act;
  - (r) “residential development” means lands, buildings or structures developed or to be developed for residential use;
  - (s) “residential use” means lands, buildings or structures used, or designed or intended for use as a dwelling unit or units, and shall include a residential use accessory to a non-residential use and the residential component of a mixed use or of an agricultural use.
2. In this by-law where reference is made to a statute or a section of a statute such reference is deemed to be a reference to any successor statute or section.

### **Lands Affected**

3. (1) Subject to subsections 3(2) to 3(5), inclusive, this by-law applies to all lands in the Region excluding lands in the Municipality of Clarington.
- (2) This by-law shall not apply to lands that are owned by and are used for the purposes of:
- (a) the Region or a local board thereof;
  - (b) a municipality or a local board thereof;
  - (c) a board as defined in section 257.53(1) of the Act;
  - (d) a public hospital receiving aid under the *Public Hospitals Act*, R.S.O. 1990, c. P.40;
  - (e) a religious organization, but only when used and occupied as the principal residence of the clergy associated with the religious organization;

- (f) a seminary of learning maintained for philanthropic, religious or educational purposes that is exempt from taxation under the *Assessment Act*, the whole profits from which are devoted or applied to such purposes.
- (3) Subject to subsection (4), an owner shall be exempt from education development charges if a development on its lands would construct, erect, or place a building or structure, or make an addition or alteration to a building or structure for one of the following purposes:
- (a) a private school;
  - (b) a long-term care home, as defined in the *Fixing Long-Term Care Act, 2021*;
  - (c) a retirement home, as defined in the *Retirement Homes Act, 2010*;
  - (c) a hospice or other facility that provides palliative care services;
  - (e) a child care centre, as defined in the *Child Care and Early Years Act, 2014*;
  - (f) a memorial home, clubhouse or athletic grounds owned by the Royal Canadian Legion.
- (4) If only a portion of a building or structure, or an addition or alteration to a building or structure, referred to in subsection (3) will be used for a purpose identified in that subsection, only that portion of the building, structure, addition or alteration is exempt from an education development charge.
- (5) An owner shall be exempt from education development charges if the owner is,
- (a) a college of applied arts and technology established under the *Ontario Colleges of Applied Arts and Technology Act, 2002*;
  - (b) a university that receives regular and ongoing operating funds from the Government of Ontario for the purposes of post-secondary education;
  - (c) an Indigenous Institute prescribed for the purposes of section 6 of the *Indigenous Institutes Act, 2017*.

#### **Approvals for Development**

4. (1) Education development charges shall be imposed against all lands, buildings or structures undergoing residential development if the development requires one or more of the following:
- a) the passing of a zoning by-law or of an amendment thereto under section 34 of the *Planning Act*;
  - b) the approval of a minor variance under section 45 of the *Planning Act*;

- c) a conveyance of land to which a by-law passed under subsection 50(7) of the *Planning Act* applies;
  - d) the approval of a plan of subdivision under section 51 of the *Planning Act*;
  - e) a consent under section 53 of the *Planning Act*;
  - f) the approval of a description under section 9 of the *Condominium Act, 1998*, S.O. 1998, c. 19; or
  - g) the issuing of a permit under the *Building Code Act, 1992*, S.O. 1992, c. 23 in relation to a building or structure.
- (2) In respect of a particular development an education development charge will be collected once, but this does not prevent the application of this by-law to future development on the same property.
5. (1) Education development charges shall be imposed against all lands, buildings or structures undergoing non-residential development which has the effect of creating gross floor area of non-residential development or of increasing existing gross floor area of non-residential development if the development requires one or more of the following:
- a) the passing of a zoning by-law or of an amendment thereto under section 34 of the *Planning Act*;
  - b) the approval of a minor variance under section 45 of the *Planning Act*;
  - c) a conveyance of land to which a by-law passed under subsection 50(7) of the *Planning Act* applies;
  - d) the approval of a plan of subdivision under section 51 of the *Planning Act*;
  - e) a consent under section 53 of the *Planning Act*;
  - f) the approval of a description under section 9 of the *Condominium Act, 1998*, S.O. 1998, c. 19; or
  - g) the issuing of a permit under the *Building Code Act, 1992*, S.O. 1992, c. 23 in relation to a building or structure.
- (2) In respect of a particular development an education development charge will be collected once, but this does not prevent the application of this by-law to future development on the same property.

6. The Board has determined that the residential development of land to which this by-law applies increases education land costs.

### **Categories of Development and Uses of Land Subject to Education Development Charges**

7. Subject to the provisions of this by-law, education development charges shall be imposed upon all categories of residential development and non-residential development.
8. Subject to the provisions of this by-law, education development charges shall be imposed upon all uses of land, buildings or structures.

## **PART II**

### **EDUCATION DEVELOPMENT CHARGES**

#### **Residential Education Development Charges**

9. Subject to the provisions of this by-law, an education development charge per dwelling unit shall be imposed upon the designated categories of residential development and the designated residential uses of land, buildings or structures, including a dwelling unit accessory to a non-residential use, and, in the case of a mixed-use building or structure, upon the dwelling units in the mixed-use building or structure. The education development charge per dwelling unit shall be in the following amounts for the periods set out below:
  - i) May 1, 2024 to April 30, 2025 - \$2,586.00 ;
  - ii) May 1, 2025 to April 30, 2026 - \$2,886.00;
  - iii) May 1, 2026 to April 30, 2027 - \$3,186.00;
  - iv) May 1, 2027 to April 30, 2028 - \$3,486.00;
  - v) May 1, 2028 to April 30, 2029 - \$3,514.00.

#### **Exemptions from Residential Education Development Charges**

10. (1) In this section,
  - (i) “gross floor area” means the total floor area, measured between the outside of exterior walls or between the outside of exterior walls and the centre line of party walls dividing the building from another building, of all floors above the average level of finished ground adjoining the building at its exterior walls;
  - (ii) “other residential building” means a residential building not in another class of residential building described in this section;



- (iii) “semi-detached or row dwelling” means a residential building consisting of one dwelling unit having one or two vertical walls, but no other parts, attached to another structure;
  - (iv) “single detached dwelling” means a residential building consisting of one dwelling unit that is not attached to another building.
- (2) Subject to sections 10(3) and (4), education development charges shall not be imposed with respect to,
  - (i) the enlargement of an existing dwelling unit that does not create an additional dwelling unit;
  - (ii) the creation of one or two additional dwelling units in an existing single detached dwelling; or
  - (iii) the creation of one additional dwelling unit in an existing semi-detached dwelling, an existing row dwelling, or any other existing residential building.
- (3) Notwithstanding section 10(2)(ii), education development charges shall be imposed in accordance with section 9 if the total gross floor area of the additional unit or two additional dwelling units exceeds the gross floor area of the existing single detached dwelling.
- (4) Notwithstanding section 10(2)(iii), education development charges shall be imposed in accordance with section 9 if the additional dwelling unit has a gross floor area greater than,
  - (a) in the case of a semi-detached or row dwelling, the gross floor area of the existing dwelling unit; or
  - (b) in the case of any other residential building, the gross floor area of the smallest dwelling unit already contained in the residential building.
- (5) For the purposes of this section 10, an “additional dwelling unit” is a dwelling unit for which the application for the building permit for such additional dwelling unit is submitted no sooner than twelve months after the earliest of the dates on which any of the following events occurs:
  - (i) the issuance of a certificate of occupancy for the dwelling unit already in the building;
  - (ii) if no certificate of occupancy is issued by the area municipality, the occupancy of the dwelling unit already in the building, as established by proper evidence of such occupancy; or,

- (iii) the delivery of the certificate of completion, pursuant to subsection 13(3) of the Ontario New Home Warranties Plan Act, R.S.O. 1990, c. O.31, for the dwelling unit already in the building.
- 11.
  - (1) Education development charges under section 9 shall not be imposed with respect to the replacement, on the same site, of a dwelling unit that was destroyed by fire, demolition or otherwise, or that was so damaged by fire, demolition or otherwise as to render it uninhabitable.
  - (2) Notwithstanding section 11(1), education development charges shall be imposed in accordance with section 9 if the building permit for the replacement dwelling unit is issued more than 2 years after,
    - (a) the date the former dwelling unit was destroyed or became uninhabitable; or
    - (b) if the former dwelling unit was demolished pursuant to a demolition permit issued before the former dwelling unit was destroyed or became uninhabitable, the date the demolition permit was issued.
  - (3) Notwithstanding section 11(1), education development charges shall be imposed in accordance with section 9 against any dwelling unit or units on the same site in addition to the dwelling unit or units being replaced. The onus is on the applicant to produce evidence to the satisfaction of the Board, acting reasonably, to establish the number of dwelling units being replaced.
  - (4) Education development charges shall be imposed in accordance with section 12 where the dwelling unit described in section 11(1) is replaced by or converted to, in whole or in part, non-residential development.

#### **Non-Residential Education Development Charges**

- 12. Subject to the provisions of this by-law, an education development charge per square foot of gross floor area of non-residential development shall be imposed upon the designated categories of non-residential development and the designated non-residential uses of land, buildings or structures and, in the case of a mixed use building or structure, upon the non-residential uses in the mixed-use building or structure. The education development charge per square foot of gross floor area shall be in the following amounts for the periods set out below:
  - i) May 1, 2024 to April 30, 2025 - \$0.10;
  - ii) May 1, 2025 to April 30, 2026 - \$0.20;
  - iii) May 1, 2026 to April 30, 2027 - \$0.30;
  - iv) May 1, 2027 to April 30, 2028 - \$0.40;
  - v) May 1, 2028 to April 30, 2029 - \$0.50.

**Exemptions from Non-Residential Education Development Charges**

13. Notwithstanding section 12 of this by-law, education development charges shall not be imposed upon a non-residential development if the development does not have the effect of creating gross floor area of non-residential development or of increasing existing gross floor area of non-residential development.
14.
  - (1) Education development charges under section 12 shall not be imposed with respect to the replacement, on the same site, of a non-residential building or structure that was destroyed by fire, demolition or otherwise, or that was so damaged by fire, demolition or otherwise as to render it unusable.
  - (2) Notwithstanding section 14(1), education development charges shall be imposed in accordance with section 12 if the building permit for the replacement non-residential building or structure is issued more than 5 years after,
    - (a) the date the former building or structure was destroyed or became unusable; or
    - (b) if the former building or structure was demolished pursuant to a demolition permit issued before the former building or structure was destroyed or became unusable, the date the demolition permit was issued.
  - (3) Notwithstanding section 14(1), if the gross floor area of the non-residential part of the replacement building or structure exceeds the gross floor area of the non-residential part of the building or structure being replaced, education development charges shall be imposed in accordance with section 12 against the additional gross floor area. The onus is on the applicant to produce evidence to the satisfaction of the Board, acting reasonably, to establish the gross floor area of the non-residential building or structure being replaced.
  - (4) Education development charges shall be imposed in accordance with section 9 if the non-residential building or structure described in section 14(1) is replaced by or converted to, in whole or in part, a dwelling unit or units.
15.
  - (1) If a development includes the enlargement of the gross floor area of an existing industrial building, the amount of the education development charge that is payable in respect of the enlargement shall be determined in accordance with the following rules:
    - (a) if the gross floor area is enlarged by 50 per cent or less, the amount of the education development charge in respect of the enlargement is zero;
    - (b) if the gross floor area is enlarged by more than 50 per cent, the amount of the education development charge in respect of the enlargement is the amount of

the education development charge that would otherwise be payable multiplied by the fraction determined as follows:

- (i) determine the amount by which the enlargement exceeds 50 per cent of the gross floor area before the enlargement;
  - (ii) divide the amount determined under paragraph (i) by the amount of the enlargement.
- (2) For the purposes of section 15(1) the following provisions apply:
- (a) the gross floor area of an existing industrial building shall be calculated as it existed prior to the first enlargement of such building for which an exemption under section 15(1) was sought;
  - (b) the enlargement of the gross floor area of the existing industrial building must be attached to such building;
  - (c) the enlargement must not be attached to the existing industrial building by means only of a tunnel, bridge, passageway, shared below grade connection, foundation, footing or parking facility, but must share a common wall with such building.

## PART III

### ADMINISTRATION

#### **Payment of Education Development Charges**

- 16. Education development charges are payable in full to the area municipality in which the development takes place on the date a building permit is issued in relation to a building or structure on land to which this education development charge by-law applies.
- 17. The treasurer of the Board shall establish and maintain an educational development charge account in accordance with the Act, the Regulation and this by-law.

#### **Payment by Services**

- 18. Notwithstanding the payments required under section 16, and subject to section 257.84 of the Act, the Board may, by agreement, permit an owner to provide land for pupil accommodation in lieu of the payment of all or a part of the education development charges.

#### **Collection of Unpaid Education Development Charges**

- 19. Section 349 of the *Municipal Act, 2001* applies with necessary modifications with respect to an education development charge or any part of it that remains unpaid after it is payable.

**Date By-law In Force**

20. This by-law shall come into force on May 1, 2024.

**Date By-law Expires**

21. This by-law shall expire five years after the date it comes into force, unless it is repealed at an earlier date.

**2019 By-law Repealed**

22. The Durham Catholic District School Board Education Development Charges By-law No. 6 (2019) is repealed at the close of business on April 30, 2024.

**Severability**

23. In the event any provision, or part thereof, of this by-law is found by a court of competent jurisdiction to be ultra vires, such provision, or part thereof, shall be deemed to be severed, and the remaining portion of such provision and all other provisions of this by-law shall remain in full force and effect.

**Interpretation**

24. Nothing in this by-law shall be construed so as to commit or require the Board to authorize or proceed with any capital project at any time.

**Short Title**

25. This by-law may be cited as the Durham Catholic District School Board Education Development Charges By-Law No. 7 (2024).

ENACTED AND PASSED this 22nd day of April, 2024.

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Chairperson

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Director of Education  
and Secretary

**NOTICE OF THE PASSING OF AN EDUCATION DEVELOPMENT CHARGES  
BY-LAW BY THE DURHAM CATHOLIC DISTRICT SCHOOL BOARD**

TAKE NOTICE that the Durham Catholic District School Board passed an Education Development Charges By-law on the 22nd day of April, 2024, under Section 257.54 of the *Education Act*. The By-law is Education Development Charges By-law No. 7 (2024).

AND TAKE NOTICE that any person or organization may appeal the By-law to the Ontario Land Tribunal under Section 257.65 of the Act by filing with the Secretary of the Durham Catholic District School Board on or before the 3rd day of June, 2024, a notice of appeal setting out the objection to the By-law and the reasons supporting the objection together with the prescribed appeal filing fee.

The By-law comes into force on May 1, 2024 and has a term of five years. The By-law imposes education development charges in the following amounts for the periods set out below:

Type of Development	May 1, 2024 to April 30, 2025	May 1, 2025 to April 30, 2026	May 1, 2026 to April 30, 2027	May 1, 2027 to April 30, 2028	May 1, 2028 to April 30, 2029
Residential Per Dwelling Unit	\$2,586	\$2,886	\$3,186	\$3,486	\$3,514
Non-Residential Per Square Foot. of Gross Floor Area	\$0.10	\$0.20	\$0.30	\$0.40	\$0.50

The education development charges are imposed on all residential and non-residential development of lands in the Region of Durham excluding the Municipality of Clarington. Accordingly, a key map showing the location of the lands subject to the By-law is not provided as part of this notice.

A copy of the complete By-law is available for examination in the offices of the Board located at 650 Rossland Road West, Oshawa, Ontario, L1J 7C4, during regular office hours or on the Board's website at [www.dcdsb.ca](http://www.dcdsb.ca).

Notice of a proposed by-law amending the education development charges by-law or the passage of such an amending by-law is not required to be given to any person or organization, other than to certain clerks of municipalities or secretaries of school boards, unless the person or organization gives the secretary of the Board a written request for notice of any amendments to the education development charges by-law and has provided a return address.

Dated at the City of Oshawa this • day of April, 2024

Tracy Barill  
Director of Education / Secretary to the Board



## Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: April 22, 2024

Subject: **Director of Education Performance Appraisal (DPA)**

## Recommendations

Moved by, Seconded by,

“WHEREAS Ontario Regulation 83/24 Director of Education Performance Appraisal came into effect on March 4, 2024; and

WHEREAS the Board’s current policy on Director Performance Appraisal (PO327) Director of Education Performance Appraisal is no longer compliant with legislation; and

WHEREAS the current Director of Education is retiring effective August 31, 2024, and the Board is currently undertaking an executive search for a new Director of Education;

**BE IT RESOLVED**

THAT the Durham Catholic District School Board dissolve the Director’s Performance Appraisal Committee previously established in accordance with PO 327 Director’s Performance Appraisal”

Moved by, Seconded by,

“THAT the Durham Catholic District School Board review and revise PO327 Director of Education Performance Appraisal to comply with the new legislation and incorporate any framework or guidance provided by the Ontario Catholic Trustees’ Association specific to the appraisal of Catholic directors of education.”



Memorandum | Page 2 of 2  
Director of Education Performance Appraisal

Moved by,

Seconded by,

“THAT in compliance with Ontario Regulation 83/24 Director of Education Performance Appraisal the Durham Catholic District School Board establish a committee responsible for conducting a performance appraisal of the director of education for the board composed of not fewer than three and not more than seven board members one of whom shall be elected by the majority of the committee to be the chair.”

## Rationale

In the fall of 2023, a Director’s Performance Appraisal (DPA) Committee was established in accordance with the recently revised Board Policy (PO327) Director of Education Performance Appraisal and its Administrative Procedures. The committee met on November 20, 2023, with subsequent meetings tentatively scheduled for April 15, 2024 and May 13, 2024.

On March 4, 2024, the Ontario government enacted [Ontario Regulation 83/24](#) Director of Education Performance Appraisal which outlines specific timelines and processes for the appraisal of directors of education and applies to all Boards of Education across the province. Board Policy (PO327) does not comply with the new legislation and therefore must be revised accordingly.

As Boards across the province work to bring their practices in line with the new legislation, it is incumbent upon Catholic School Boards to clearly define expectations for appraisal of Catholic directors of education that are reflective of their denominational rights and the unique additional expectations for system leadership in publicly funded Catholic Education systems. The Ontario Catholic Trustees Association is developing a Director of Education Performance Appraisal template/framework for the consideration of Catholic school boards and has met with ECCODE (English Catholic Council of Directors of Education) to initiate this process.

The new Ontario regulation now in effect provides precise timelines and schedules for Director Performance Appraisal. In keeping with these timelines all Boards are required to annually not later than May 15 “establish a committee responsible for conducting a performance appraisal of the director of education for the board composed of not fewer than three and not more than seven board members one of whom shall be elected by the majority of the committee to be the chair.”

In light of the aforementioned legislation and the pending change in Board leadership, it is recommended that the Board dissolve its current DPA Committee; resolve to revise the Board policy on Director of Education Performance Appraisal to comply with provincial regulations and reflect frameworks/guidelines developed by OCSTA and establish a new DPA committee in accordance with provincial regulation.

TB/eb



## Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: April 22, 2024

Subject: **Revised 2023-2024 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 2023-2024 school year.”

## Rationale

### Finance Committee Meeting

The Finance Committee meeting originally scheduled for May 13, 2024, has been moved to May 28, 2024, due to the delay in the Grants for Student Needs for 2024-2025. This change will allow staff time to prepare the draft budget inclusive of Ministry announcements and priorities.

TB:eb

Attachment: 2023-2024 Meeting Schedule (Rev. 04/22/24)

MONTH	1 <sup>st</sup> Week					2 <sup>nd</sup> Week					3 <sup>rd</sup> Week					4 <sup>th</sup> Week					5 <sup>th</sup> 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	2	3	4	7 H	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31	
September					1 H	4 H	5	6 S/E	7	8	11 B*	12 S	13 S/E	14 PIC	15	18 A	19	20 S/E	21	22	25 B	26	27 S/E	28	29
October	2	3 S	4 S/E	5 PIC	6	9 H	10	11 S/E	12	13	16	17	18 S/E	19	20	23 B	24	25 S/E	26	27	30	31			
November			1 S/E	2	3	6 B*	7 S	8 S/E	9 PIC	10	13 A	14	15 S/E	16	17	20	21	22 S/E	23	24	27 AM	28	29 S/E	30	
December					1	4	5 S	6 S/E	7 PIC	8	11	12	13 S/E	14	15	18 B	19	20 S/E	21	22	25 H	26 H	27 H	28 H	29 H
January	1 H	2 H	3 H	4 H	5 H	8	9 S	10 S/E	11 PIC	12	15	16	17 S/E	18	19	22 B	23	24 S/E	25	26	29	30	31 S/E		
February				1	2	5 B*	6	7 S/E	8	9	12 F	13 S	14 S/E	15 PIC	16	19 H	20	21 S/E	22	23	26 B	27	28 S/E	29	
March					1	4	5 S	6 S/E	7 PIC	8 H	11 H	12 H	13 H	14 H	15 H	18 B	19	20 S/E	21	22	25	26	27 S/E	28	29 H
April	1 H	2	3 S/E	4	5	8	9 S	10 S/E	11 PIC	12	15 F	16	17 S/E	18	19	22 B	23	24 S/E	25	26	29 A	30			
May			1 S/E	2	3	6 B*	7 S	8 S/E	9 PIC	10	13	14	15 S/E	16	17	20 H	21	22 S/E	23	24	27 B	28 F	29 S/E	30	31
June	3	4 S	5 S/E	6 PIC	7	10 F	11	12 S/E	13	14	17 B	18	19 S/E	20	21	24	25	26 S/E	27	28					
July	1 H	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	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  
**AM** - Annual Board Meeting  
**A** - Audit Committee Meeting



## Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: April 22, 2024

Subject: **Correspondence from the Ministry of Education re Approval of the 2024-2025 Modified School Year Calendar**

Please see the attached correspondence from the Ministry of Education dated April 15, 2024, for your information.

TB/eb  
Attach.

**Ministry of Education**

East Region  
Field Services Branch  
1570 Walkley Road  
Ottawa, ON K1V 6P5  
Tel.: 613-225-9210  
Toll Free : 1-800-267-1067  
Fax: 613-225-2881

**Ministère de l'Éducation**

Région de l'Est  
Division du soutien aux élèves et  
des services régionaux  
1570, chemin Walkley  
Ottawa, ON K1V 6P5  
Tel: 613-225-9210  
Sans Frais : 1-800-267-1067  
Télééc: 613-225-2881



April 15, 2024

Tracy Barill  
Director of Education  
Durham Catholic District School Board  
650 Rossland Rd. W.,  
Oshawa L1J 7C4

Dear Ms. Barill,

On behalf of the Minister of Education, I am pleased to inform you that the 2024-2025 modified school year calendar for your school board is approved in accordance with subsection 5(1) of *Regulation 304 – School Year Calendar, Professional Activity Days*, and is deemed compliant for posting. Please note that the school board will also receive an automated notice through the School Year Calendar Application.

As per the supporting documentation provided by the school board, it is understood that consultation with stakeholder groups has taken place and that support for the modification has been obtained.

In addition to the school board's calendar submission, the school board must submit a general outline of its Professional Activity (PA) day descriptions no later than **August 15, 2024**. After August 15, a representative from the Ministry of Education's Regional Office may contact the school board to discuss ministry requirements for PA days where necessary. Once outlines are submitted and reviewed, your school board will receive a **written confirmation** from the Regional Office which will confirm completion of the 2024-2025 school year calendar process.

Should you have any questions/concerns, please contact Melissa Whyte at 613-851-2723 or by email [melissa.whyte@ontario.ca](mailto:melissa.whyte@ontario.ca).

Regards,

A handwritten signature in black ink, appearing to read "Marie-Christine Lemenchick".

Marie-Christine Lemenchick  
Regional Manager



## Memorandum

To: Board of Trustees

From: Tracy Barill, Director of Education

Date: April 22, 2024

Subject: **Director's Report**

Please find below my report for the April 22, 2024, Regular Board Meeting.

### System Events

- On Tuesday, April 16 I had the pleasure of attending the Rivalry Hockey Tournament between All Saints and Father Leo J. Austin Catholic Secondary Schools at the Tribute Community Centre. It was an honour to drop the puck for the first game and participate in such a fun, community-building day involving our Whitby secondary students, staff, and family members.
- I also want to extend my sincere appreciation to all of our wonderful Durham Catholic staff. This is such a busy time of year, with many concerts, showcases, events, tournaments, and more. We are blessed by the commitment of all our dedicated employees.

### Upcoming/Ongoing

#### 2023-2024 Student Demographic Survey

- It is the mission of the Durham Catholic District School Board (DCDSB) to be an inclusive Catholic learning community that inspires every student to achieve their full potential through faith and education. In order to effectively support the achievement of every student, resources and supports need to be aligned with student needs. To assist in making evidence-based and informed decisions about supports and resource allocation, the Student Demographic Survey previously discussed is on track to be distributed to students (Grades 9-12) and parents/guardians (Kindergarten – Grade 8) in the coming week, from April 22-26, 2024. Collecting this demographic data will the board to better analyze the trends and patterns in student achievement and student success. Information about the Student Demographic Survey can be located on our webpage, where you can preview the survey questions and access answers to frequently asked questions. Please visit [dcdsb.ca/StudentSurvey](https://dcdsb.ca/StudentSurvey) to learn more.

### **Exploring the Papal Visit with Niigaan Sinclair**

- We are excited to invite staff, families and community members to attend an evening with Niigaan Sinclair. This session will be an opportunity to examine four key moments from the Papal Visit to Canada in 2022 and reflect on our work in Catholic Education as we journey toward Truth and Reconciliation. This event will take place on Tuesday, April 23 from 5:30 p.m. to 7:00 p.m. at the Pope Francis Centre (652 Rossland Rd W, Oshawa). All are welcome. Please [register on our Board website](#) if you would like to attend.

### **Welcome to Kindergarten Resource Fair**

- As we look ahead to the 2024-2025 school year, we are excited to welcome our youngest learners to Kindergarten as they embark on a faith-filled journey with DCDSB. To support the transition to Kindergarten, we are inviting pre-registered families to attend the [Welcome to Kindergarten Resource Fair](#) on Tuesday, April 23, 2024 at All Saints Catholic Secondary School. This special event is open to families and their children, and will provide general information about the DCDSB Kindergarten program. You will be able to speak to board subject-matter experts and community partners, ask questions about the program, and participate in hands-on activities.

### **Catholic Education Week and Mental Health Week**

- During the first week of May, our Durham Catholic learning community celebrates Catholic Education Week, which recognizes the important contributions of Catholic education to our community, the province and to Canada. This week is also nationally designated as Mental Health Week, which aims to raise awareness and to promote and protect mental health.

This year's Catholic Education Week theme is, "We are called to love", which is based on the scripture passage: "If we love one another, God lives in us." 1 John 4:12. During the 2023-2024 school year, DCDSB has been embracing our own related spiritual theme, *Speaking With the Heart*, which serves as an invitation to reflect on what it means to communicate "according to God's style", welcoming others as "heart speaks to heart."

There are many connections between Catholic Education Week and the Mental Health Week theme, *Compassion Connects*, which was selected by the Canadian Mental Health Association. CMHA states "We all have the capacity to be compassionate, and we know that doing so can make an enormous difference. In a world plagued by suffering, we emphasize that kindness is equally intrinsic to our humanity."



Memorandum | Page 3 of 4  
Director's Report

Throughout the week, we have many events and learning opportunities, including:

**Monday, May 6, 2024:**

- System-Wide Mass and Distinguished Catholic Educator and Leader Award Ceremony. This year, recipients of the Distinguished Catholic Educator and Leader Awards will be honoured following the System-Wide Mass at St. Bernadette Parish (21 Bayly St., E., Ajax) beginning at 4:30 p.m.

**Tuesday, May 7, 2024:**

- Suicide Prevention and Life Promotion Literacy for School Staff training is being offered to all educators. This is a 3-hour workshop developed by School Mental Health Ontario that is intended to develop an understanding of suicide prevention at school and the role that all school staff play in keeping students safe.

**Wednesday, May 8, 2024:**

- The Catholic Education Week Provincial Mass will be celebrated by the Most Rev. Gerard Bergie, Bishop of St. Catharines and President of the Assembly of Catholic Bishops of Ontario. Mass will be live-streamed from the Cathedral of St. Catherine of Alexandria beginning at 11:00 a.m. Please use the following link to access the live-stream: <https://www.youtube.com/@stcatharinescathedral2914>.
- Parents, guardians and caregivers are invited to join us for Prepare, Prevent and Respond, a virtual workshop presented by DCDSB Student Services Staff. This workshop will explore some frequently asked questions that will help you prepare, prevent, and respond if your child or adolescent is experiencing thoughts of suicide.

**Thursday, May 9, 2024:**

- Student Mental Health Leadership Summit will be held for Grade 9-12 students from all DCDSB secondary schools.
- St. Teresa of Calcutta Catholic School will be hosting the school's 25<sup>th</sup> Anniversary Celebration at 6:30 p.m.

**Friday, May 10, 2024:**

- Students and staff are encouraged to wear green to raise awareness for Mental Health Week.

Visit [dcdsb.ca/CatholicEducationWeek](https://dcdsb.ca/CatholicEducationWeek) to view our Catholic Education Week and Mental Health Week webpage.

## **National Day of Awareness for Missing and Murdered Indigenous Women, Girls and 2-Spirit People**

May 5 is the National Day of Awareness for Missing and Murdered Indigenous Women, Girls & 2-Spirit People. Students have been engaging in learning about how systemic barriers failed to prevent and address cases of missing and murdered Indigenous women, children and 2SLGBTQ+ individuals. We encourage our community to learn more at [Reclaiming Power and Place: The Final Report of the National Inquiry into Missing and Murdered Indigenous Women and Girls](#).

## **Diplôme d'études langue française (DELF) Exam**

Grade 12 students who registered for the Diplôme d'études langue française (DELF) Exam, are writing their exams in May. We have 192 students writing the DELF exam, which is an internationally recognized assessment of French proficiency. We want to extend our best wishes to students who are writing the DELF exam, and thank the staff members who have been certified as examinateurs-correcteurs and are administering the exams.

TB/eb



# Meeting Notes

Page provided to record notes

## Closing Prayer

Heavenly Father, as we come to the end of our time together, we thank You for what has been accomplished here today.

May the matters discussed serve as a catalyst to move us forward and cause us to advance and see growth in all areas of our lives.

May we leave here recognizing You are the God of all wisdom, and You are willing to lead us forward. This we pray in the name of the Lord Jesus.

Amen