



REGULAR BOARD MEETING

TUESDAY, DECEMBER 19, 2017

BOARDROOM

OPEN MEETING – 6:30 to 9:30 P.M.

Chairperson: Mrs. M. Griepsma

Vice-Chairperson: Mr. D. Bernier

**TRUSTEES WHO ARE UNABLE TO ATTEND THE MEETING
ARE ASKED TO PLEASE NOTIFY PAM SMITH.**

A. Call to Order of the Open Meeting – 6:30 P.M.:

1. Examen – Fr. Paul Massel.
2. Opening Prayer – Fr. Paul Massel.
3. We acknowledge that we are meeting on the traditional territory of the Mississauga Anishinaabe People.
4. Singing of the National Anthem.
5. Approval of Agenda.
6. Declarations of Conflicts of Interest.
7. Approval of the Minutes:
 - a) Approval of the Draft November 28, 2017 Open Session Regular Board Meeting Minutes.
 - b) Approval of the Draft December 5, 2017 Annual Board Meeting Minutes.
8. Business Arising Out of the Minutes.

B. Reports from the Director of Education and Student Trustee(s):

1. Report from the Director of Education, Mr. Michael Nasello.
2. Report from the Student Trustees.

Mr. Winston Steward, Sr. Student Trustee
Ms. Calahndra Brake, Jr. Student Trustee

C. Presentations:

1. PVNCCDSB Strategic Plan 2017-2020 Presentation.
Mr. Michael Nasello, Director of Education

D. Programs and Services: No Items.

E. Business, Finance and Governance:

1. Ontario Catholic School Trustees' Association (OCSTA) Open Session Report.
Mrs. Michelle Griepsma, Board Chairperson
2. R.A. Banking Credit Amendment.
 - a. R.A. Borrowing Resolution.
 - b. R.A. Credit Amendment.Mrs. Isabel Grace, Superintendent of Business and Finance/Facility Services
3. R.A. Walk Boundary – Holy Cross Catholic Secondary School.
Mrs. Isabel Grace, Superintendent of Business and Finance/Facility Services
4. R.A. Trustee Honoraria 2017-2018.
(One Year Term December 1, 2017 to November 30, 2018)
Mrs. Isabel Grace, Superintendent of Business and Finance/Facility Services
5. R.A. Board Travel Mileage Rate.
Mrs. Isabel Grace, Superintendent of Business and Finance/Facility Services
6. R.A. Approval of Member to the Special Education Advisory Committee.
Mrs. Anne Marie Duncan, Superintendent of Learning/Special Education Services

F. Human Resources:

1. R.A. Health and Safety Report (Handout).
Ms. Joan Carragher, Superintendent of Learning/Leadership and Human Resource Services
2. Registered Early Childhood Educators Update.
Ms. Joan Carragher, Superintendent of Learning/Leadership and Human Resource Services

G. Policy Development: No Items.

H. Old Business: No Items.

I. New Business: No Items.

J. Bring Forward: No Items.

K. Information Items:

1. Chairperson's Report.
Mrs. Michelle Griepsma, Board Chairperson
2. Toonies for Tuition Update.
Mr. Michael Nasello, Director of Education

3. Trustees' Committee Reports: (Past Approved and Draft Meeting Minutes shared on Google.)
 - a) First Nation, Métis, and Inuit Education Advisory Committee – December 12, 2017.
4. Board Representation to Various Committees. (Attachment K4).
Mr. Michael Nasello, Director of Education
5. Highlights of System Achievements.
Mr. Galen Eagle, Communications Manager

L. Future Meetings:

BOARD AND STANDING COMMITTEE MEETINGS (chronological order)

1. Board Standing Committee Meetings:

- › Governance – **Monday, January 15, 2018, 6:30 p.m. – 8:30 p.m.**
- › Board Meeting – **Tuesday, January 23, 2018, In Camera 6:00 p.m.,
Open Session 6:30 p.m.**
- › Policy Development – **Tuesday, January 30, 2018, 6:30 p.m. – 8:30 p.m.**

2. Other Committee Meetings:

- › Chairperson Committee Meeting – Monday, January 15, 2018, 4:30 p.m.
- › Student Council Liaison Committee Meeting – December 19, 2017, 4:15 p.m.
- › STSCO Governance Meeting – January 9, 2018, 3:00 p.m., STSCO Offices.
- › Special Education Advisory Committee – January 18, 2018, 6:30 p.m.
- › Faith and Equity Advisory Committee, January 25, 2018, 6:30 p.m.
- › Catholic Parent Engagement Committee, February 5, 2018, 6:30 p.m.
- › Accessibility for All Committee, February 13, 2018, 1:15 p.m.
- › First Nation, Métis, and Inuit Advisory Committee – March 6, 2018, 6:30 p.m.
- › French as a Second Language Advisory Committee, April 11, 2018, 4:30 p.m.
- › Audit Committee, TBD, 6:30 p.m.

EVENTS (chronological order)

- › January 19, 2018 - OCSTA Ontario Catholic School Trustees' Association – Trustees Seminar (Hilton Mississauga, Meadowvale) January 19-20, 2018
- › February 7, 2017 - Workshop on Municipal Elections presented by Mr. Stephen Andrews, OCTSA Director of Legislative and Political Affairs, and Mr. Patrick Daly, OCSTA President (Board Office – 4:30 p.m.)
- › February 7, 2017 Special Board Meeting
- › February 15, 2018 – Special Olympics Fundraisers
- › February 15-18, 2018 - OSTA-AECO Ontario Student Trustees' Association Board Council Conference (Student Trustees)

- › April 4, 2018 - Catholic Leadership Development Series, “Called to Learn”, 4:15 p.m. -6:00 p.m. Board Office –Large Board Room
- › April 26-28, 2018 - OCSTA Ontario Catholic School Trustees’ Association – AGM (Crowne Plaza Kitchener – Waterloo)
- › May 6-May 11, 2018 - Catholic Education Week
- › May 9, 2018 – PVNCCDSB Service Recognition – Occasional Staff (Board Office)
- › May 9, 2018 - Catholic Student Leadership Awards Evening
- › May 24, 2018 - OSTA-AECO Ontario Student Trustees’ Association Annual General Meeting May 24-27, 2018 (Student Trustees)
- › June 7, 2018 - CCSTA Canadian Catholic School Trustees’ Association AGM June 7-9, 2018 Kelowna BC

M. Conclusion:

1. Report from the In-camera Meeting.
2. Closing Prayer.
3. Adjournment.



MINUTES

THE MINUTES OF THE OPEN SESSION OF THE REGULAR MEETING OF THE BOARD held on Tuesday November 28, 2017 at 6:30 p.m. in the Boardroom, 1355 Lansdowne Street West, Peterborough.

PRESENT:

Trustees: Mmes. M. Griepsma, H. McCarthy, L. Ainsworth, R. Ciraulo,
C. Dunn
Messrs. D. Bernier, D. Demers

Student Trustees: Miss C. Brake, Mr. W. Steward

Administration: Messrs. M. Nasello, T. Moloney, G. Eagle
Mrs. J. Carragher, D. Michie, A.M. Duncan, I. Grace

Principals: Messrs. S. O'Sullivan, S. Smith

Recorder: Mrs. J. Leahy

A. Call to Order of the Open Meeting – 6:40 p.m.

1. Examen – Fr. Paul Massel.
Mrs. Michelle Griepsma asked Fr. Paul Massel to lead the Board in the Examen.
2. Opening Prayer – Fr. Paul Massel.
The Chairperson called the meeting to order at 6:40 p.m. and asked Fr. Paul Massel to lead with Opening Prayer.
3. We acknowledge that we are meeting on the traditional territory of the Mississauga Anishinaabe People.
4. Singing of the National Anthem.
5. Approval of Agenda.
MOTION Moved by Ruth Ciraulo, seconded by Christine Dunn
That the Agenda be approved, with the addition of Item E.6 – OAPCE Membership.

Carried.

6. Declarations of Conflicts of Interest. – There were none.

7. Approval of the Minutes:
a) Approval of the Draft October 24, 2017 Open Session Regular Board Meeting Minutes.

MOTION Moved by Linda Ainsworth, seconded by Dan Demers
That the Minutes of the October 24, 2017 Open Session
Regular Board Meeting be approved, as presented.

Carried.

8. Business Arising Out of the Minutes.
There was none.

B. Reports from the Director of Education and Student Trustee(s):

1. Report from the Director of Education, Mr. Michael Nasello.
Michael Nasello provided a verbal report of the activities that have taken place through the PVNC Catholic District School Board during the months of October and November.

Some of the events and activities were:

- October 13, November 10, and November 17 - Senior Administration and Bishop met with Curve Lake, Alderville, and Hiawatha First Nations Chiefs/Counsellors and Education Administrators.
- October 30 - Ontario College of Teachers Forum – The Director, along with Superintendent of Safe Schools, Tim Moloney, attended a public forum in Peterborough sponsored by the Ontario College of Teachers. The topic was on “Bullying Prevention”.
- November 2 – Student Council Leadership Symposium titled “Voices that Listen” focused on Indigenous Education and the history of First Nations, Métis and Inuit peoples in Canada.
- November 2 – PVNCCDSB remembered those employees, past employees, and trustees, that have passed in the last year with a “Mass of Remembrance for Deceased Employees”. Mass was celebrated by His Excellency, The Most Reverend Daniel Miehm, Bishop of Peterborough.
- November 3 – Board Annual Retirement Dinner – The event was held at the Peterborough Golf and Country Club and was appreciated by all.
- November 10 – Remembrance Day was observed throughout the system, including the Catholic Education Centre. A few schools celebrated on Saturday, November 11 by attending civic events held in the local communities.
- November 19-25 - Bullying Prevention Week – Schools were actively promoting awareness during this week with special assignments, assemblies, and events.
- November 23 – Stefani Burosch, Cynthia Chan Reynolds, Christie Morrisette, and Father Paul were congratulated for the very successful, and engaging ‘Be Well’ Summit for secondary school students. This symposium provided students with information to better understand mental health and ways to improve it. A symposium for elementary students is being considered.
- Many schools have fundraising campaigns underway, including Terry Fox,

Toonies for Tuition, Development and Peace, and United Way.

- November 28 – Priests/Principals Meeting will be held here at the Catholic Education Centre.
- November 28 - Welding Partnership Meeting – This meeting involved secondary students, technology teachers from PVNCCDSB/Fleming College, representatives from the Canadian Welding Association and welding industry, board office staff, and Trustee Dan Demers. Through our partnership with the Canadian Welding Association, our Board is able to install 36 fully equipped welding booths in our secondary schools, six per school. Training will also be provided. A full demonstration and presentation will be made at a future Governance Meeting.

2. Report from the Student Trustees.
Mr. Winston Steward, Sr. Student Trustee.
Ms. Calahndra Brake, Jr. Student Trustee.

A written report was provided to Trustees. Student Trustees reported on activities taking place at individual schools throughout the month of November.

C. Presentations:

1. “Voices that Listen” Presentation.
Mr. Winston Steward, Sr. Student Trustee
Ms. Calahndra Brake, Jr. Student Trustee
Mr. Galen Eagle, Communication Manager

A presentation was made regarding the Student Council Leaders Retreat, titled “Voices that Listen”, which focused on Indigenous Education.

Following the presentation, the Director and Trustees congratulated the student leaders for the organization, planning, and preparation for the day and to Tim Moloney and Sharon Lajoie for their leadership.

To learn more about the retreat, visit [Voices that Listen](#).

2. Proposed Holy Trinity Catholic Secondary School, Courtyce, Student Excursion to Stowe, Vermont, United States from March 8, 2018 to March 11, 2018.
Ms. Lisa Cole, Principal

Lisa Cole, Principal, and Andrew Austin, Teacher, provided information relating to the Holy Trinity CSS proposed trip to “The Round Hearth at Stowe”.

The students will be departing the school on March 8 after 3:00 p.m., following the end of the school day. Mandatory cancellation insurance has been purchased by each student by BrightSpark.

Holy Trinity CSS staff have taken students to the same resort six (6) times before. It is a preferred facility as it provides low cost lift tickets, gender-assigned dormitory-style accommodations, and provides adult chaperones for the evenings.

MOTION Moved by Christine Dunn, seconded by Dan Demers
That the proposed Holy Trinity Catholic Secondary School, Courtice, student excursion to Stowe, Vermont, United States, from March 8, 2018 to March 11, 2018, be approved in principle and that the trip will include mandatory insurance for all travelers. Such insurance must cover school board or principal rulings for cancellation of the trip.

Carried.

3. Proposed Combined St. Mary Catholic Secondary School, Cobourg, and St. Stephen Catholic Secondary School, Bowmanville, Student Excursion to Stowe, Vermont, United States from March 4, 2018 to March 7, 2018.

Rob Majdell, Principal, St. Mary Catholic Secondary School, Tony Hunt, Teacher, St. Mary Catholic Secondary School, and Mark Joly, Principal, St. Stephen Catholic Secondary School presented the schools' excursion to "The Round Hearth at Stowe".

There was a question relating to the cost of the supply teachers, which will be covered internally at each school to minimize the cost to the students.

MOTION Moved by David Bernier, seconded by Linda Ainsworth
That the proposed combined St. Mary Catholic Secondary School, Cobourg, and St. Stephen Catholic Secondary School, Bowmanville, student excursion to Stowe, Vermont, United States, from March 4, 2018 to March 7, 2018 be approved in principle and that the trip will include mandatory insurance for all travelers. Such insurance must cover school board or principal rulings for cancellation of the trip.

Carried.

4. Proposed St. Peter Catholic Secondary School, Peterborough, Student Excursion to Antigua, Guatemala from November 17, 2018 to November 25, 2018.

Nanzala Hopson, Vice-Principal, Monica Nolan, Teacher, and Kevin O'Neill, Teacher.

This social justice brigade, led by Bueno Onda Guatemala, a local organization specializing in providing volunteer experiences, will take students to communities in Antigua. Students will purchase mandatory cancellation insurance for this trip through BrightSpark.

School Administrators are hopeful to be able to cover supply teacher costs internally. Fundraising efforts are underway and will minimize the cost of the trip to students, as well as offset the cost of construction and nutritional projects in the Antigua community. Students and staff will also be taking educational supplies for the schools.

The presenters answered questions.

MOTION

Moved by Dan Demers, seconded by David Bernier
That the proposed St. Peter Catholic Secondary School,
Peterborough, student excursion to Antigua, Guatemala from
November 17, 2018 to November 25, 2018, be approved in
principle and that the trip will include mandatory insurance for
all travelers. Such insurance must cover school board or
principal rulings for cancellation of the trip.

Carried.

5. Be Well Strategy Update.
Dr. Anne Marie Duncan
Ms. Stefani Burosch, Mental Health Lead
Dr. Cynthia Chan Reynolds
Ms. Christie Morissette, Wellness Coordinator
Ms. Joan Carragher

The Mind • Body • Spirit, Be Well Strategic Plan was presented for the 2017-2020. The renewal of this plan took place concurrently with the strategic priorities, which helped to inform this document.

The Strategic Planning Team were congratulated for all of the work and initiatives they have undertaken to improve the well-being of staff and students in the PVNC system.

Click on the link to see the [Be Well Mental Health Strategy, 2017-2020](#).

6. “Renewing the Promise” Symposium.
Mrs. Michelle Griepsma, Board Chairperson
Mr. Michael Nasello, Director of Education
Mrs. Laurie Corrigan, Superintendent of Learning/Innovation Technology

Information was shared about the Symposium which took place in Toronto on November 14 and 15, 2017. The theme of the Symposium was “Renewing the Promise: Exploring the Critical Role of Catholic Education in Contemporary Society”.

The symposium was hosted by the Institute for Catholic Education and involved the participation of Bishops, faith animator, chaplains, parents, students, directors/superintendents, communications personnel, and trustees from across the Province. Approximately 600 people participated in this symposium which allowed for small group dialogue, to discuss the challenges and opportunities facing Catholic Education. The information gathered from online surveys and the symposium will help to guide our communities for the future.

D. Programs and Services: No Items.

E. Business, Finance and Governance:

1. Ontario Catholic School Trustees' Association (OCSTA) Open Session Report.
Mrs. Michelle Griepsma, Board Chairperson

Mrs. Michelle Griepsma provided a verbal report.

Trustees are encouraged to review the legislated updates and OCSTA recommendations.

2. Ontario Catholic School Trustees' Association (OCSTA) Learning Session, February 7, 2018.

On February 7, 2018, the Ontario Catholic School Trustees' Association will be in Peterborough for a public learning session. Once a location has been determined, this event will be advertised to our school communities. It may be of particular interest to those who may consider seeking election as a Catholic School Board Trustee.

Bishop Miehm will also be invited to attend.

3. Audited 2016-2017 Financial Statements.
Mrs. Isabel Grace, Superintendent of Business and Finance/Facility Services

MOTION Moved by Ruth Ciraulo, seconded by Dan Demers
That the 2016-2017 Audited Financial Statements be adopted,
as presented.

Carried.

4. Approval of Appointment of a Member to the Audit Committee 2017-2020.
Mrs. Isabel Grace, Superintendent of Business and Finance/Facility Services

MOTION Moved by Dave Bernier, seconded by Ruth Ciraulo
That the Board appoint Ms. Trang Nguyen as an external
member of the Audit Committee from November 2017 to
December 2020.

Carried

5. Dissolution of the Director's Strategic Planning Committee.
(One Year Term December 1, 2016 to November 30, 2017)
Mr. Michael Nasello, Director of Education

Following discussion, the decision was made to move forward with dissolution of this committee and to strike a new committee if, and when, it is determined to be necessary.

MOTION Moved by David Bernier, seconded by Ruth Ciraulo
That the Director's Strategic Planning Committee (Term One
Year – December 1, 2016 to June, 2017) be dissolved.

Carried.

6. Ontario Association of Parents in Catholic Education (OAPCE) Membership

MOTION Moved by David Bernier, seconded by Dan Demers
That the Board not renew the Ontario Association of Parents in
Catholic Education (OAPCE) membership for 2017-2018.

Carried.

F. Human Resources: No Items.

G. Policy Development: No Items.

H. Old Business: No Items.

I. New Business:

1. Toronto District School Board Letter to the Minister of Health Re: Local Health Integration Network (LHIN).
Dr. Anne Marie Duncan, Superintendent of Learning/Special Education Services

Ann Marie Duncan provided information to the Trustees regarding the request from the TDSB to support the protest regarding the Local Health Integration Network.

The Minister's Expert Panel proposes a slight boundary changes, but it will not affect PVNC.

There was a discussion and no action to be taken as this time.

2. Preparation for the December 5, 2017 Annual Board Meeting, Mass and Clergy Appreciation Evening.
Mrs. Michelle Griepsma, Board Chairperson

Trustees were reminded that the Annual Board Meeting is scheduled for Tuesday, December 5 at 4:00 p.m. at the Mount Community Centre. The Annual Board Meeting is held annually to elect officers for the next calendar year, including Board Chairperson, Vice-Chairperson, Trustee-at-Large, as well as other Trustee representation to other Board Committees. The agenda will be send before the end of the week.

The Bishop will celebrate Mass at 5:30 p.m. in the Sister of St. Joseph Chapel, following the Board Meeting and a dinner to recognize the Bishop and Clergy will be held at 6:30 p.m. in the Auditorium at the Mount Community Centre.

J. Bring Forward: No Items.

K. Information Items:

1. Chairperson's Report.
Mrs. Michelle Griepsma, Board Chairperson

Mrs. Michelle Griepsma congratulated Joan Carragher and staff for a great evening of celebration in honour of our retired staff. There were many positive comments about the evening, as well as for the retirement gift.

2. Trustees' Committee Reports: (Past Approved and Draft Meeting Minutes shared on Google.)

Trustees were reminded to share all Committee Reports on the Google Drive.

- a) Accessibility Advisory Committee – November 9, 2017
- b) Special Education Advisory Committee – November 16, 2017
 - Special Olympics - The kick off was held at St. Peter CSS on November 15. Events are for 13-21 year olds and are being held at HCCSS and SPCSS. Fundraisers are being held at schools to support the athletes.
 - Communication will be the goal of the committee.
- c) French as a Second Language Advisory Committee – November 22, 2017.
 - Discussion re recruitment of French immersion and core French teachers.
 - Sharing of ideas re three year framework – due to Ministry in December.
 - DELF testing – testing is completed each May – all student who took part were successful this past year
 - Festival d'art oratoire – will be hosted at St. Anne CES this year.
 - PD Day – November 24
3. Highlights of System Achievements.
Mr. Galen Eagle, Communications Manager

Galen Eagle highlighted some of the activities that took place throughout the system during the month of November. To see the highlights, please visit [PVNC Learns](#) monthly newsletter for November, 2017.

L. Future Meetings:

BOARD AND STANDING COMMITTEE MEETINGS (chronological order)

1. Board Standing Committee Meetings:
 - Annual Board Meeting, Mass and Clergy Appreciation Evening – **Tuesday, December 5, 2017 4:00 p.m.**
 - Governance – **Monday, December 11, 2017, 6:30 p.m. – 8:30 p.m.**

- Board Meeting – **Tuesday, December 19, 2017, In Camera 6:00 p.m., Open Session 6:30 p.m.**
- Policy Development – **Tuesday, January 30, 2018, 6:30 p.m. – 8:30 p.m.**

2. Other Committee Meetings:

- Chairperson Committee Meeting – Monday, December 11, 2017, 4:15 p.m.
- First Nation, Métis, and Inuit Advisory Committee – December 12, 2017, 6:30 p.m.
- Student Council Liaison Committee Meeting – December 19, 2017, 4:15 p.m.
- STSCO Governance Meeting – January 9, 2018, 3:00 p.m., STSCO Offices.
- Special Education Advisory Committee – January 18, 2018, 6:30 p.m.
- Faith and Equity Advisory Committee, January 25, 2018, 6:30 p.m.
- Catholic Parent Engagement Committee, February 5, 2018, 6:30 p.m.
- Accessibility for All Committee, February 13, 2018, 1:15 p.m.
- Catholic Leadership Development Series, “Called to Learn”, April 4, 2018, 4:15 p.m. -6:00 p.m. Board Office –Large Board Room
- French as a Second Language Advisory Committee, April 11, 2018, 4:30 p.m.
- Audit Committee, TBD, 6:30 p.m.
- Strategic Planning Advisory Committee – *Pending Dissolution R.A. item E.5.*

EVENTS (chronological order)

- December 1, 2017 - Toonies for Tuition
- December 1-2, 2017 - OCSTA Ontario Catholic School Trustees' Association Board of Director's Meeting (Intercontinental Toronto)
- January 19, 2018 - OCSTA Ontario Catholic School Trustees' Association –Trustees Seminar (Hilton Mississauga, Meadowvale) January 19-20, 2018
- February 15, 2018 – Special Olympics Fundraisers
- February 15-18, 2018 - OSTA-AECO Ontario Student Trustees' Association Board Council Conference (Student Trustees)
- April 26-28, 2018 - OCSTA Ontario Catholic School Trustees' Association – AGM (Crowne Plaza Kitchener – Waterloo)
- May 6-May 11, 2018 - Catholic Education Week
- May 9, 2018 – PVNCCDSB Service Recognition – Occasional Staff (Board Office)
- May 9, 2018 - Catholic Student Leadership Awards Evening
- May 24, 2018 - OSTA-AECO Ontario Student Trustees' Association Annual General Meeting May 24-27, 2018 (Student Trustees)
- June 7, 2018 - CCSTA Canadian Catholic School Trustees' Association AGM June 7-9, 2018 Kelowna BC

M. Conclusion:

1. Report from the In-camera Meeting.
MOTION Moved by David Bernier, seconded by Helen McCarthy
That the report from the in-camera meeting be accepted.

Carried.

2. Closing Prayer.
Mrs. Michelle Griepsma asked Linda Ainsworth to close with prayer.

3. Adjournment.
MOTION Moved by Dan Demers, seconded by Helen McCarthy.
That the meeting adjourn at 9:30 p.m.

Carried.

M. Griepsma
Board Chairperson

M. Nasello
Director of Education

per JL



Minutes

THE MINUTES OF THE OPEN SESSION OF THE ANNUAL MEETING OF THE BOARD held Tuesday, December 5, 2017 at 4:00 p.m. at The Mount Community Centre - Auditorium, 1545 Monaghan Road, Peterborough, ON.

- Trustees - Mmes. Linda Ainsworth, Calahndra Brake-Student Trustee, Ruth Ciraulo, Christine Dunn, Michelle Griepsma, Helen McCarthy.
Messrs. David Bernier, Daniel Demers.
- Administration - Mmes. Joan Carragher, Laurie Corrigan, Anne Marie Duncan, Dawn Michie.
Messrs. Galen Eagle, Tim Moloney, Michael Nasello.
- Absent/Regrets - Mmes. Isabel Grace.
- Recorder - Mrs. P. Smith.
-

A. Call to Order of the Open Meeting – 4:00 p.m.

1. Opening Prayer.

The Chief Executive Officer, Mr. Michael Nasello, presided as interim Chairperson. Mr. Michael Nasello, opened the meeting at 4:00 p.m. and asked Fr. Paul Massel to lead the Opening Prayer.

2. Acknowledgement.

Mr. Michael Nasello, interim Chairperson, acknowledged that the Board Meeting was taking place on the traditional territory of the Mississauga Anishinaabe People.

3. Singing of the National Anthem.

The National Anthem was sung.

4. Approval of Agenda.

MOTION: Moved by Mrs. Linda Ainsworth, seconded by Mr. Daniel Demers, that the Agenda be approved as presented.

Carried.

5. Declarations of Conflicts of Interest.

There were no declarations of conflicts of interest.

6. Director's Remarks.

Mr. Michael Nasello, Director of Education, took the opportunity to address the Trustees.

B. Presentations:

1. Election of Two tellers.

MOTION: Moved by Mr. David Bernier, seconded by Mrs. Helen McCarthy, that Ms. Joan Carragher, Superintendent, be appointed as a teller.

Carried.

MOTION: Moved by Ms. Christine Dunn, seconded by Mr. Daniel Demers, that Mrs. Laurie Corrigan, Superintendent, be appointed as a teller.

Carried.

2. Election of the Chairperson of the Board.

Nominees:

Mr. David Bernier – declined.

Mrs. Michelle Griepsma – accepted.

Mrs. Michelle Griepsma was acclaimed as Chairperson of the Board and took the chair.

3. Election of the Vice-Chairperson of the Board.

Nominees:

Mrs. Linda Ainsworth – declined.

Mr. David Bernier – accepted.

Mrs. Helen McCarthy – declined.

Mr. David Bernier was acclaimed as Vice-Chairperson of the Board.

4. Chairperson and Vice-Chairperson as Signing Authorities.

MOTION: Moved by Mrs. Linda Ainsworth, seconded by Mr. Daniel Demers, that Mrs. Michelle Griepsma, Chairperson, and Mr. David Bernier, Vice-Chairperson, be

approved as signing authorities for the Board.

Carried.

5. Naming of Standing Committees.

MOTION: Moved by Mrs. Ruth Ciraulo, seconded by Mr. Daniel Demers, that the following Standing Committees be approved for 2017-2018: Chairperson's Committee, Governance, Policy Development Committee, Suspension Appeal Committee, and Expulsion Hearing Committee.

Carried.

6. Election of Standing Committee Chairpersons (December 5, 2017 to November 30, 2018).

1. **Governance Committee**

Nominees:

Mrs. Linda Ainsworth – accepted

Mrs. Ruth Ciraulo – declined

Mr. Daniel Demers – accepted

Mr. Daniel Demers was elected Chairperson of the Governance Committee.

2. **Policy Development Committee**

Nominees:

Mrs. Linda Ainsworth – accepted

Mrs. Helen McCarthy – declined

Mrs. Linda Ainsworth was acclaimed Chairperson of the Policy Development Committee.

7. Board Representation to Various Committees.

1. **Trustee-at-Large to the Chairperson's Committee.**

Membership on the chairperson committee is for a one year term. (December 5, 2017 to November 30, 2018) in addition to the Board Chairperson and Board Vice-Chairperson, one trustee sits on this Committee.

Nominees:

Mrs. Linda Ainsworth – accepted

Mrs. Ruth Ciraulo – accepted

Mrs. Helen McCarthy – declined

Mrs. Ruth Ciraulo was elected as the trustee-at-large to the Chairperson's Committee.

2. Catholic Parent Engagement Committee.

Membership on the Catholic Parent Engagement Committee is for a one-year term (December 5, 2017 to November 30, 2018). In addition to the Board Chairperson, one trustee sits on this Committee.

Nominees:

Mrs. Linda Ainsworth – accepted

Mrs. Helen McCarthy – declined

Mrs. Linda Ainsworth was acclaimed as Trustee Representative on the Catholic Parent Engagement Committee.

3. Supervised Alternative Learning Committee.

Membership for the Supervised Alternative Learning Committee is for a one year term (December 5, 2017 to November 30, 2018).

One trustee, and an alternate trustee, will be selected each year to sit on the Supervised Alternative Learning Committee, as required. The trustee, or the alternate trustee, will chair this Committee.

Nominees:

Mr. David Bernier – declined

Mr. Daniel Demers – accepted

Mrs. Helen McCarthy – accepted

Mrs. Helen McCarthy was elected as Trustee Representative for the Supervised Alternative Learning Committee and Mr. Daniel Demers was elected as the alternate trustee for this committee.

8. Destruction of the Ballots.

MOTION: Moved by Mrs. Linda Ainsworth, seconded by Mr. Daniel Demers, that the ballots be destroyed.

Carried.

C. Conclusion:

1. Closing Prayer.

The Chairperson, Mrs. Michelle Griepsma, asked Mr. Michael Nasello, Director of Education, to lead the closing prayer.

2. Adjournment.

MOTION: Moved by Mr. Daniel Demers, seconded by Ms. Christine Dunn, that the meeting adjourn – 4:37 p.m.

Carried.

M. Griepsma
Chairperson

M. Nasello
Director of Education

per PS

**PETERBOROUGH VICTORIA NORTHUMBERLAND AND
CLARINGTON CATHOLIC DISTRICT SCHOOL BOARD**

BORROWING RESOLUTION

A RESOLUTION AUTHORIZING THE BORROWING OF MONEY TO MEET CURRENT EXPENDITURES OF THE PETERBOROUGH VICTORIA NORTHUMBERLAND AND CLARINGTON CATHOLIC DISTRICT SCHOOL BOARD (THE "Board")

- A. In accordance with Subsection 243(1) of the Education Act (R.S.O. 1990) (the "Act"), the Board considers it necessary to borrow the amount of up to \$10 Million Dollars (\$10,000,000) to meet, until current revenue is received, the current expenditures of the Board for the period commencing on January 1, 2018 and ending on December 31, 2018 (the "Period").
- B. Pursuant to Subsection 243(3) of the Act, the total amount borrowed pursuant to this Resolution together with the total of any similar borrowings and any accrued interest on those borrowings is not to exceed the unreceived balance of the estimated revenues of the Board for the Period.
- C. The total amount previously borrowed by the Board pursuant to Section 243 that has not been repaid is \$0.
- D. The amount borrowed for current expenditures is within the Board's Debt and Financial Obligation Limit as established by the Ministry of Education and Training from time to time.

RESOLVED THAT:

- 1. The Chair or Vice Chair and the Treasurer are authorized on behalf of the Board to borrow from time to time by way of promissory note, or overdraft, or bankers' acceptance from Canadian Imperial Bank of Commerce ("CIBC") a sum or sums not exceeding in the aggregate Ten Million Dollars (\$10,000,000) to meet, until current revenue is collected, the current expenditures of the Board for the Period (including the amounts required for the purposes mentioned in Subsection 243(1) and 243(2) of the Act), and to give to CIBC promissory notes or bankers' acceptances, as the case may be, sealed with the corporate seal of the Board and signed by any two of the Chair or Vice Chair and the Treasurer for the sums borrowed plus interest at a rate to be agreed upon from time to time with CIBC;
- 2. The interest charged on all sums borrowed pursuant to this Resolution plus any related charges, is not to exceed the interest that would be payable at the prime lending rate of the chartered banks listed in Schedule 1 of the Bank Act (Canada) on the date of borrowing;
- 3. The Treasurer is authorized and directed to apply in payment of all sums borrowed plus interest, all of the moneys collected or received in respect of the current revenues of the Board;
- 4. The Treasurer is authorized and directed to deliver to CIBC from time to time upon request a statement showing (a) the total amount of unpaid previous borrowings of the Board for current expenditures together with debt charges, if any, and (b) the uncollected balance of the estimated revenues of the previous year less any current revenue already collected.

We hereby certify that the foregoing is a true and complete copy of a Resolution of the Board in the Province of Ontario, duly passed at a meeting of the Board and that this Resolution is in force and effect.

DATED this Nineteen day of December, 2017.

WITNESS the corporate seal

Chair

Secretary-Treasurer



Business and Finance

Report to the Board

Meeting: In Camera
 Open

Presented for: Information
 Approval

Meeting Date: December 19, 2017

Presented by: **Isabel Grace, Superintendent of Business/Finance**

Submitted by: Isabel Grace, Superintendent of Business/Finance
Teri Smith, Controller of Finance

Subject: Banking Credit Amendment

Recommended Action(s):

1. That the Board approve the Borrowing Resolution in support of the Operating Line of Credit in the amount of \$10,000,000. (See attached)
2. That the Board authorize the Chair and the Director to sign the credit amendment agreement with the Canadian Imperial Bank of Commerce

Background:

Re: Banking Credit Amendment

The credit amendment is required to cover the annual renewal of the provision for the Operating Line-of-Credit.

Demand Operating Credit:

Each year, the Board is required to approve the Demand Operating Line-of-Credit to finance expenditures which occur before revenues are received. The current Line-of-Credit expires on December 31, 2017.

The \$10,000,000 level for the Operating Line-of-Credit provides coverage for any fluctuations in cash flow during the year. The cost to the Board is determined by the amount that must be drawn against this Line-of-Credit. The interest on the Operating Line-of-Credit is Prime.

BUSINESS AND FINANCE

Report to the Governance Committee

Meeting: In Camera
 Open

Presented for: Information
 Approval

Meeting Date: November 13, 2017

Presented by: **Isabel Grace, Superintendent of Business/Finance**

Subject: Reinstatement of walk boundary due to intersection completion – Holy Cross CSS.

Recommended Action(s): That the Governance Committee recommend to the Board that, effective the 2018-19 school year, walking routes to Holy Cross CSS be reviewed to include the intersection of Sherbrooke and Denure in the measurements, in order to determine whether a student is eligible for transportation services.

Background

Approximately 6 years ago, a parent delegation successfully argued to trustees that walking routes to Holy Cross Catholic Secondary School should be reconsidered and exclude any eligible routes that involved crossing the intersection of Sherbrooke and Denure. The reason provided was that the intersection was not signalized, and traffic volume and speed along Sherbrooke were a concern.

The outcome of that decision was to provide transportation services for a group of students as their adjusted walking routes exceeded 3.2 km.

The City of Peterborough is now installing traffic signals at the intersection of Sherbrooke and Denure. Upon approval of the recommended action, affected

families would be provided with a letter in early 2018, thereby giving a significant amount of notice for the change.

The change would impact approximately 14 students that would no longer be eligible for transportation services.

BUSINESS AND FINANCE

Report to the Governance Committee

Meeting: In Camera
 Open

Presented for: Information
 Approval

Meeting Date: December 11, 2017

Presented by: **Isabel Grace, Superintendent of Business/Finance**

Subject: 2017-18 Trustee Honoraria

Recommended Action(s): The Governance Committee recommends that the Board approve Honoraria for Board members as outlined in the following report for the period December 1, 2017 to November 30, 2018.

1. Background

1.1 Ontario Regulation 357/06, as amended, sets out the method for calculating the limits on honoraria paid to Board members. In addition, the Board has established Policy 1101 – Honoraria for Trustees in regards to administering and communicating Board member honoraria under the regulation.

2. Components

2.1 For a term of office beginning in 2014 (therefore December 1, 2014) the annual honorarium for a member of a District School Board (Trustee) shall consist of the following four components:

1. The Base Amount for the year (constant for the 4 year term);
2. The Enrolment Amount for the year (to be recalculated annually);
3. The Attendance Amounts payable for the year (for prescribed Committees)
4. The Distance Amounts payable for the year (if applicable)

2.2 Base Amount

The limit for the base amount for each Board Member, beginning on December 1, 2014 is \$5,900. For each year of a term of office beginning on or after December 1, 2018, the amount calculated is adjusted by the Ontario Consumer Price Index as published by Statistics Canada for the period outlined in the regulation.

Per trustee: \$5,900

- a) The Chair will receive an additional \$5,000; and
- b) The Vice-Chair will receive an additional \$2,500.

2.3 Enrolment Amount (to be adjusted annually)

The enrolment to be used for each year beginning December 1st is that of the previous fiscal year (therefore the enrolment for the fiscal year ending August 31, 2017 will be used to determine the December 1, 2017 to November 30, 2018 amount). For the Peterborough Victoria Northumberland & Clarington Catholic District School Board the average daily enrolment for the 2016/17 school year was 14,764.97 students.

- a) The basic enrolment amount for the Board as a whole is \$1.75 per student (therefore 14,764.97 students at \$1.75 each yields a total of \$25,838.70).
- b) The total amount for the Board is divided by the number of Board members (therefore \$25,838.70 divided by 7 Members equals an annual amount of \$3,691.00 per Member – rounded to nearest \$).
- c) The calculations contained within the Regulation would add the following amounts to the basic enrolment amount for the Chair and Vice-Chair respectively:

Chair - \$738

Vice-Chair - \$369

2.4 Attendance Amount (for prescribed Committees)

By Board motion September 25, 2006, no committees were approved as eligible.

2.5 Distance Amount (if applicable)

By Board motion September 25, 2006, no amount was approved.

3. Summary

Presented in the table below is a summary of the amount to be paid, by component, for the Chair, Vice-Chair and Trustees for the period December 1, 2017 to November 30, 2018. Comparative amounts for the previous year (December 1, 2016 to November 30, 2017) have also been provided for information purposes.

For the Period December 1, 2017 to November 30, 2018:			
	Chair	Vice-Chair	Trustee
Base Amount	\$10,900	\$8,400	\$5,900
Enrolment Amount	4,429	4,060	3,691
	\$15,329	\$12,460	\$9,591

For the Period December 1, 2016 to November 30, 2017:			
	Chair	Vice-Chair	Trustee
Base Amount	\$10,900	\$8,400	\$5,900
Enrolment Amount	4,346	3,984	3,622
	\$15,246	\$12,384	\$9,522

TRUSTEES SERVING ON VARIOUS COMMITTEES

ANNUAL BOARD MEETING December 5, 2017 (RED IDENTIFIES VOTED ON DECEMBER 5, 2017)

Michelle Griepsma elected as Board Chairperson on December 5, 2017

David Bernier elected as Board Vice-Chairperson on December 5, 2017

STANDING COMMITTEES:

Chairperson Committee (1-year term) – (Dec. 5, 2017 to Nov. 30, 2018)

Michelle Griepsma –Board Chairperson

David Bernier – Board Vice-Chairperson

Trustee-at-Large to the Chairperson’s Committee (1-year term) – (Dec. 5, 2017 to Nov. 30, 2018)

Ruth Ciraulo – Trustee at Large

Governance Committee Chairperson (1-year term) – (Dec. 5, 2017 to Nov. 30, 2018)

Daniel Demers – Governance Committee Chairperson

Policy Committee Chairperson (1-year term) – (Dec. 5, 2017 to Nov. 30, 2018)

Linda Ainsworth – Policy Committee Chairperson

Expulsion Hearing Committee – Membership: Trustees (5) who do not have prior involvement with the matter before the committee.

Suspension Appeal Committee – Membership: Trustees (3) who do not have prior involvement with the matter before the committee.

ADVISORY AND AD-HOC COMMITTEES:

Accessibility for All Committee (2-year term) – (Dec.1, 2016 to Nov.30, 2018)

Michelle Griepsma, Ex officio

Daniel Demers, Trustee

Audit Committee (4-year term) – (Dec.1, 2014 to Nov.30, 2018)

Michelle Griepsma, Ex Officio

David Bernier, Audit Committee Chairperson

Ruth Ciraulo, Trustee

Catholic Parent Engagement Committee (1-year term) – (Dec. 5, 2017 to Nov. 30, 2018)

Michelle Griepsma, Ex Officio

Linda Ainsworth, Trustee

Director’s Strategic Planning Committee Disbanded November 28, 2017 (1-year term)

Faith and Equity Committee (2-year term) – (Dec.1, 2016 to Nov.30, 2018)

Michelle Griepsma, ex officio

Linda Ainsworth, Faith and Equity Committee Chairperson

Helen McCarthy, Trustee

TRUSTEES SERVING ON VARIOUS COMMITTEES 2017-2018

First Nation, Métis, and Inuit Advisory Committee (2-year term) – (Dec.1, 2016 to Nov.30 2018)

Michelle Griepsma, Ex Officio
Christine Dunn, Trustee

French as a Second Language Advisory Committee (2-year term) – (Dec.1, 2016-Nov.30, 2018)

Michelle Griepsma, Ex Officio
Linda Ainsworth, Trustee

Official School Opening and Blessing Ad-hoc Committee

Membership:

As per Policy 703 – Official Opening and Blessing of New Schools and New Additions, a committee consisting of the Chair of the Board, local area trustee(s), Director of Education, superintendent, principal, vice-principal (where applicable), Manager of Communications, local clergy, Catholic School Council representative, and student council representative (if a secondary school) shall be established to organize the event. The Director shall act as the chair of the committee. (*Policy 703 on revision schedule*)

School/Board Facility Naming Committee

Membership:

As per Policy 713 – Naming of Schools/Board Facilities, members of the School/Board Facility Naming Committee will include the local trustee(s) from the area, Director of Education, Superintendent of Schools for the area, Manager of Communications and Freedom of Information/Protection of Privacy, staff member from the Office of Faith Development, representative from the Equity and Inclusive Education Committee, local clergy, principal (where appointed), Catholic School Council Chairpersons (from feeder schools), principal(s) (from feeder schools), parent(s) of future students of the new school, student representative(s) who will be attending the new school, and other members as deemed appropriate. Local trustee(s) will serve as chairperson(s) for the School/Board Facility Naming Committee. (*Policy 713 on revision schedule*)

Special Education Advisory Committee (4-year term) - (Dec.1, 2014 to Nov.30, 2018)

Michelle Griepsma, Ex Officio
Ruth Ciraulo, Trustee
Helen McCarthy, Trustee

Supervised Alternative Learning Committee (1-year term) – (Dec. 5, 2017 to Nov. 30, 2018)

Michelle Griepsma, Ex Officio
Helen McCarthy, Trustee
Daniel Demers, Trustee - Alternate

Updated: December 7, 2017