



Agenda

COMMITTEE OF THE WHOLE OPEN MEETING

MARCH 18, 2024

Large Boardroom at 6:45 p.m.

IF YOU ARE UNABLE TO ATTEND IN PERSON, [CLICK HERE TO JOIN VIA VIDEO CONFERENCE](#)

Chairperson: John Connolly

Trustees/Members who are unable to attend the meeting are asked to please notify Sarah Barker, Administrative Assistant at sbarker@pvnccdsb.on.ca .

A. Call to Order

- | | |
|--|-------------------------|
| 1. Opening Prayer | Superintendent Selby |
| 2. Land Acknowledgement | Superintendent Heuchert |
| 3. Approval of Agenda | |
| 4. Declarations of Conflict of Interest | |
| 5. Approval of the Minutes of the Meeting of Monday, February 12, 2024 | |
| 6. Business Arising from the Minutes | |

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B. Recommended Actions/Presentations

- | | | |
|-----------------------------------|-------------------------|--------------------------------------|
| 1. School Renewal Project Update. | Superintendent Heuchert | a) R.A. Page 10
b) Report Page 11 |
|-----------------------------------|-------------------------|--------------------------------------|

C. Information Items

D. Old Business

E. New Business



Agenda

F. Next Meeting

1. April 8, 2024, Large Boardroom, 6:30 p.m.

G. Conclusion

1. Adjournment.
2. Closing Prayer

Superintendent Selby

The Minutes of the Committee of the Whole Open Meeting held on Monday, February 12, 2024 at 6:30 p.m. in the Large Boardroom and by Google meet. (*)

PRESENT

Trustees: Chair Connolly (Committee Chairperson), Trustee MacKenzie (Board Chairperson), Trustee Martin, Trustee Durst, Trustee Tanguay, Trustee Leahy, Trustee Gaskell (Senior Student Trustee)(*), Trustee Heitzner (Junior Student Trustee)(*).

Absent/Regrets:

Administration: Director O'Sullivan, Superintendent Armstrong, Superintendent Di Ianni, Superintendent Heuchert, Superintendent Kahler, Superintendent Selby, Superintendent Piggott, Mr. Galen Eagle (*).

Guests:

Recorder: Mrs. Barker.

1. Call to Order

Trustee Connolly called the meeting to order at 6:35 pm.

a. Opening Prayer

Superintendent Armstrong led the Committee-of-the-Whole in Opening Prayer.

b. Land Acknowledgment

Superintendent Heuchert respectfully acknowledged that the Committee of the Whole meeting was taking place on the treaty and traditional territory of the Mississauga Anishinaabeg.

c. Approval of Agenda

New Business to add to the Agenda:

1. That the Committee of the Whole recommend to the Board that a letter be written in support of stronger federal funding for school based nutrition programs.

Motion: Moved by Trustee Tanguay, seconded by Trustee Durst, that the recommendation to discuss a letter be written in support of stronger federal funding for school based nutrition programs be added to New Business of the Agenda.

Carried.

Old Business to add to the Agenda:

1. That the Board Chair Mackenzie respond to the Curtin Delegation indicating that the Board intends to advocate for increased enforcement and safety measures at the intersection of Pigeon Lake Road and Heights Road.

Motion: Moved by Board Chairperson MacKenzie, seconded by Trustee Leahy, that the Board Chair respond to the Curtin Delegation indicating that the Board intends to advocate for increased enforcement and safety measures at the intersection of Pigeon Lake Road and Heights Road be added to Old Business of the Agenda.

Carried.

- d. Declarations of Conflicts of Interest.

There were no conflicts of interest declared.

- e. Approval of the Minutes of the Committee of the Whole Open Meeting on Monday, January 15, 2024.

Motion: Moved by Trustee Martin, seconded by Trustee Durst, that the Committee of the Whole Open Meeting Minutes from Monday, January 15, 2024 be accepted.

Carried.

- f. Business Arising from the Minutes

There was no business arising from the minutes.

2. Recommended Actions/Presentations:

a) The Draft 2024-2025 School Year Calendar

Superintendent Kahler shared his report on the Draft 2024-2025 School Year Calendar. The calendar went out for public consultation, through the Granius Tool, from October 24, 2023 to January 16, 2024. The calendar is aligned with Kawartha Pine Ridge DSB, but not with Trillium Lakelands DSB. There were questions regarding an outline for the PA Days, but at this time they are not confirmed.

It was suggested that the Trustees and Parishes be listed with the schools in which they are affiliated, on the distributed paper parent calendar.

Motion: Moved by Trustee Leahy, seconded by Trustee Martin, that the Committee of the Whole recommend to the Board that the draft 2024-2025 calendar be approved and submitted to the Ministry of Education for approval, as required.

Carried.

b) St. Stephen Catholic SS Trip Amendment - Greece 2025

Superintendent Selby explained St. Stephen Catholic SS had more than double the amount of students interested in the Board approved Greece 2025 trip. The school has confirmed they are able to duplicate the itinerary for the trip, but may have different flights and busing. Discussion took place regarding approving this as a second trip (b), not an amendment to the existing trip.

Motion: Moved by Trustee Leahy, seconded by Trustee Martin, that the Committee of the Whole recommend that the Board approve a second trip (b) for the St. Stephen Catholic SS - Greece 2025.

Carried.

c) St. Mary Catholic SS Trip Amendment - New York 2024

Superintendent Piggott explained St. Mary Catholic SS booked a trip for the Choir to participate in a competition in Chicago. Since this competition has been canceled, they are asking to attend a new competition in New York City. This trip will continue to use busing for transportation, and will be for 4 days.

Motion: Moved by Trustee Durst, seconded by Trustee Tanguay, that the Committee of the Whole recommend that the Board approve the St. Mary Catholic SS Trip Amendment - New York 2024.

Carried.

3. Information Items:

a) Clarington New School Update (Standing Item)

Superintendent Heuchert had no new information to report.

b) Northumberland Capital Priority Plans (Standing Item)

Superintendent Heuchert had no new information to report.

There were inquiries if meetings with the Trillium Lakeland DSB have happened regarding location planning. Superintendent Heuchert advised he met with Tim Ellis, his counterpart at TLDSB, regarding their boundary and planning review. Their accommodation pressures are currently higher than PVNC Catholic, and are waiting for data from Watson and Associates.

Motion: Moved by Board Chairperson MacKenzie, seconded by Trustee Martin, that the Committee of the Whole recommend that Information Items a) Clarington New School Update and b) Northumberland Capital Priority Plans be removed as standing items from the Agenda.

Carried.

c) Budget Process Review

Superintendent Heuchert shared his presentation on the Budget Process Review. Consultations with the school Principals are taking place, for accuracy in the projections of enrollment. There were discussions to consider having a separate meeting dedicated for budgets going forward.

Motion: Moved by Trustee Leahy, seconded by Trustee Durst, that the Committee of the Whole accept the Budget Process Review report.

Carried.

d) FOI Annual Reporting

Mr. Eagle presented the FOI Annual Reporting report. The request process, including the fees and timelines were presented. There were two requests this year, but 5-6 can be expected annually.

Motion: Moved by Trustee Martin, seconded by Board Chairperson MacKenzie, that the Committee of the Whole accept the FOI Annual Reporting report.

Carried.

4. Old Business:

1. That the Board Chair respond to the Curtin Delegation indicating that the Board intends to advocate for increased enforcement and safety measures at the intersection of Pigeon Lake Road and Heights Road.

Superintendent Heuchert presented a visual map diagram to clarify the safety concerns and how it could potentially put the entire bus at risk. Currently there is a special needs door stop, too close to the requested stop. It was recommended that the committee follow the recommendations from the Safety Officer, and deny this request. The Committee suggested a cost inquiry, if the special needs bus stop was placed on a taxi route, and to have the Curtains request reevaluated by the Safety Officer.

It was discussed to write a letter to the City of Kawartha Lakes Police and the OPP, to emphasize the need for speed enforcement, and to lower the speed limit from 80 km/h to 60 km/h.

Motion: Moved by Trustee Tanguay, Seconded by Board Chairperson MacKenzie, that the Committee of the Whole recommend to the Board to price alternative options for the special needs transportation stop, to request a new safety assessment for the Curtains request with that stop removed, and to bring the findings back to the Committee of the Whole for reevaluation.

Carried.

5. New Business

1. That the Committee of the Whole recommend to the Board that a letter be written in support of stronger federal funding for school based nutrition programs.

Trustee Tanguay shared discussions from a Northumberland Food for Thought meeting she attended. There are challenges with less money being available for school donations, as well as the price of groceries rising. Other boards have sent a letter to their local MP for help with funding, and it was suggested PVNC Catholic write one in support.

Motion: Moved by Trustee Tanguay, seconded by Board Chairperson MacKenzie, that the Committee of the Whole recommend to the Board that a letter be written in support of stronger federal funding for school based nutrition programs.

Carried.

6. Next Meeting:

- a) February 12, 2024, Large Boardroom, 6:30 p.m.

7. Conclusion

- a) Adjournment

Motion: Moved by Trustee Martin, seconded by Trustee Tanguay, that the Committee-of-the-Whole meeting be adjourned at 7:51 pm.

Carried.

b) Closing Prayer

Superintendent Armstrong led the committee in closing prayer.

John Connolly
Committee Chairperson
/sb

Sean Heuchert
Superintendent of Business
and Finance



B. 1. a)

*Creating a culture of
faith, hope and love
to ensure equity
and well-being.*

Committee of the Whole:

Recommended Action:

That the Committee of the Whole recommend that the Board approve the School Renewal Report Update.

Creating a culture of
faith, hope and love
to ensure equity
and well-being.

BUSINESS & FINANCE

Report to the Committee of the Whole

Meeting:	Open ▾
Presented for:	Information ▾
Meeting Date:	18 March 2024
Presented by:	Sean Heuchert
Submitted by:	
Subject:	School Renewal
Recommended Action(s):	None

Background:

Presented for your information is a presentation on completed/ on-going/ future renewal activities within our various Schools/ Facilities.

2023/2024 funding for our School Condition Improvement is \$5,478,159 and our School Renewal Allocation is \$2,260,122 for a total of \$7,738,121. This represents an increase of \$55,600 over last year's funding of \$7,682,681.

All School Board amounts, eligibility and guidelines were published by Ministry of Education "B" Memo #2023:B07.

School Renewal Update

Sean Heuchert
Superintendent of Business & Finance



Strategic Priorities 2021-2025



being **CREATIVE**



being **WELL**



being **COMMUNITY**



Vision

Creating a culture of faith, hope and love to ensure equity and well-being.

Mission

To accompany our students as we strive for excellence in Catholic Education.

We educate students in faith-filled, loving, safe, inclusive schools to develop the God-given abilities of each person.



Project Categories (Unifomat and Funding)

A - Substructure

B - Shell

C - Interiors

D - Services

E - Equipment & Furnishings

F - Special Construction & Demolition

G - Building Sitework



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70% of School Condition Improvement Funding must be spent on projects in Categories A, B, and D



Project Categories (Unifomat and Funding)

A - Substructure

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70% of School Condition Improvement Funding must be spent on projects in Categories A, B, and D

30% of School Condition Improvement Funding can be spent on all Categories



Project Categories (Unifomat and Funding)

A - Substructure

70% of School Condition Improvement Funding must be spent on projects in Categories A, B, and D

B - Shell

C - Interiors

30% of School Condition Improvement Funding can be spent on all Categories

D - Services

E - Equipment & Furnishings

F - Special Construction & Demolition

The School Renewal Allocation is for Major Repairs and Replacement

G - Building Sitework



Project Categories (Unifomat and Funding)

- **School Condition Improvement (SCI) - \$5.5M in 23/24**
 - Items eligible for SCI funding are identified through the Ministry's School Facility Condition Assessment Program
 - 70% must be directed to "Major Building Components" e.g. foundations, roof, windows and "Building Services" e.g. plumbing, heating, ventilation
 - 30% can be directed to the above items or building interior and surrounding site components
- **School Renewal Allocation (SRA) - \$2.3M in 23/24**
 - Revitalize Building Components or Building Systems
 - Program related needs
 - Accessibility
 - Maintenance requirements
 - "The Ministry encourages school boards to prioritize SRA expenditures to address facility condition, ventilation, health and safety, and general code requirements (including accessibility)"



Purchasing Process

The purchase of materials, equipment, supplies and services used by the Board shall be the responsibility of the Purchasing Department.

“Purchasing Services shall seek, obtain and purchase all goods and services at the best value, giving consideration to the guidelines of price, service, quality and delivery.”

Request for Tender (RFT) - A request for tender is an open, formal written request for price submissions, normally accompanied by generic descriptions, performance specifications, and specific terms and conditions of supply. A request for tender may be by invitation to selected potential sources of supply based on suppliers' capabilities, through an open pre-qualification process.



Tracking Process

- As vendors are identified through competitive procurement, Purchase Orders are issued and work is added into the Renewal Tracking system shared between Facilities, Finance, Purchasing and Superintendent of Business
- Some adjustments may need to be made as we progress
 - Timelines go into following budget year (both planned and unplanned)
 - Tenders come back higher than expected, some projects will be deferred
- Minimize impact to teaching and learning as much as possible.
 - Timing
 - Splitting
 - Materials



School Condition Improvement

- B - Shell (\$3.1M)
 - Roof Replacements
 - St. Paul C.E.S. (Lakefield)
 - St. Joseph C.E.S. (Bowmanville)
 - St. Mary C.E.S. (Grafton)
 - Holy Family C.E.S.
 - St. Mary C.S.S.
 - St. Stephen C.S.S.

School Condition Improvement

- D - Services (\$2.1M)
 - Boilers
 - St. Martin C.E.S.
 - Immaculate Conception C.E.S.
 - Holy Cross C.S.S.
 - St. Mary C.S.S.
 - St. Stephen C.S.S.
 - St. Elizabeth C.E.S.
 - Holy Family C.E.S.
 - Water Main Repair and Replacement
 - St. John C.E.S.

School Condition Improvement

- D - Services (\$2.1M) - Continued...
 - Chiller
 - St. Mary C.S.S.
 - HVAC Air Handling - Heat Wheel
 - St. Paul C.E.S. (Peterborough)

School Renewal Allocation (\$2.3M)

- C - Interior Construction and F - Special Construction
 - Change Room - St. Mary C.E.S. (Campbellford)
 - Learning Commons and Air Conditioning - St. Luke C.E.S.
 - Additional Special Education Room - St. Stephen C.S.S.
- D - Services
 - Lighting Upgrades/Replacement
 - St. Stephen C.S.S.
 - St. Paul C.E.S. (Norwood)
 - St. Teresa C.E.S.
 - Washroom Upgrade
 - St. Mary C.E.S. (Grafton)
 - St. Stephen C.S.S.
 - St. Elizabeth C.E.S.

School Renewal Allocation (\$2.3M) continued...

- D - Services
 - Air Conditioning - Learning Commons
 - St. John Paul II C.E.S. (Lindsay)
 - St. Joseph C.E.S. (Cobourg)
 - St. Luke C.E.S.
 - St. Teresa C.E.S.
 - Elevator
 - St. Anthony C.E.S.
 - St. Stephen C.S.S.

School Renewal Allocation (\$2.3M) continued...

- G - Sitework
 - Playground Ground Covering
 - St. Joseph C.E.S. (Douro)
 - St. Anne C.E.S.
 - St. Mary C.E.S. (Campbellford)
 - Landscaping
 - St. Martin C.E.S.
 - St. Michael C.E.S.

Questions?

