

RENFREW COUNTY CATHOLIC DISTRICT SCHOOL BOARD

Minutes of the General Meeting of the Renfrew County Catholic District School Board Held in the Board Room, on Monday, October 30, 2023 at 4:45 p.m.

Bob Schreader, Chair of the Board, began the meeting by acknowledging the traditional, unceded territory of the Algonquin people, followed by an opening prayer. Mr. Schreader asked that the following people be remembered in our prayers: James O’Grady (brother of Pat O’Grady, Trustee and uncle of Alana Hermans, Teacher at Our Lady of Lourdes School and T.J. O’Grady, Principal of St. James School, Eganville).

RESOLUTION #1

Moved by Bob Schreader
Seconded by Anne Haley
That Trustees move into In-Camera Committee in Committee of the Whole.
...Carried

RESOLUTION #2

Moved by Susan Artymko
Seconded by Jerry Lavalley
That Trustees move out of In-Camera Committee in Committee of the Whole.
...Carried

ROLL CALL

Present:	Chairperson	- Bob Schreader
	Vice Chairperson	- David Howard
	Trustees	- Susan Artymko - Anne Haley (virtual) - Jerry Lavalley
	Student Representative	- Elena Valliquette - Ben Wood
	Director of Education	- Mark Searson
	Associate Director of Business Affairs & Treasurer	- Mary Lynn Schauer
	Superintendent of Educational Services	- Clint Young
	Superintendent of Educational Services	- Heidi Fraser
	Superintendent of Educational Services	- Derek Lennox
	Recording Secretary	- Nancy Lévasseur
Regrets:	Trustees	- Andy Bray - Pat O’Grady

APPROVAL OF AGENDA**RESOLUTION #3**

Moved by David Howard
 Seconded by Susan Artymko
 That the Agenda for the October 30, 2023 General Meeting of the Renfrew County Catholic District School Board be approved.

...Carried

DECLARATION OF CONFLICT OF INTEREST

No conflicts of interest were declared.

APPROVAL OF MINUTES**RESOLUTION #4**

Moved by Susan Artymko
 Seconded by Anne Haley
 That the Minutes of the General Meeting of the Renfrew County Catholic District School Board held in the Board Room on Monday, September 25, 2023 at 4:45 p.m. be approved.

...Carried

DISBURSEMENT LIST**RESOLUTION #5**

Moved by Jerry Lavalley
 Seconded by David Howard
 That the listing of payments as shown on OCT2 be approved as presented.

...Carried

BUSINESS ARISING OUT OF MINUTES**Progress – SJHS Field House**

Work on the St. Joseph's High School Field House is progressing well. A picture of work done to-date was shared with the trustees.

PRESENTATION**New Teacher Induction Program (NTIP)**

Tina McGrath, Katrina Burgess and Tracey Pecarskie, members of the Board's NTIP Committee, attended the meeting to provide information on what the program does to support new teachers. They explained that the NTIP program provides professional

support to help new teachers develop the skills and knowledge required to be effective teachers in Ontario. After teachers' college, NTIP is a second job-embedded step along a continuum of professional learning for new teachers.

The four goals of NTIP are confidence, efficacy, practice and commitment to continuous learning. These goals help new teachers see how they are making a difference and to help them meet the diverse needs of our learners.

The program includes an orientation to the school and the school board, mentoring programs by experienced teachers and professional learning in specified areas, relevant to the individual needs of new teachers. Our Board has already held a board orientation for new permanent teachers and this week, an orientation is being held for our first-year long-term occasional teachers.

First year qualified permanent teachers (full and part-time) and second year permanent teachers who did not successfully complete NTIP in their first year, are required to take part in the New Teacher Induction Program. First year LTO teachers with assignments of 97 days or longer are also required to participate.

NTIP has evolved since 2006 to reflect the complexity of teaching and learning. It's now structured to meet the needs of teachers, looking at how they are being mentored, not just that they have a mentor. Experienced teachers who wish to be mentors must have at least three to five years of experience. Mentoring is an opportunity for experienced teachers to work one-on-one with new permanent or long-term occasional teachers in a variety of activities including classroom observation, common planning time, professional dialogue, online conferencing, in-service sessions and shared professional development.

New permanent hires are evaluated twice within their first twelve months of employment through the teacher performance appraisal process. In order to successfully complete the NTIP requirements, new permanent teachers must receive two satisfactory appraisal ratings within a 24-month period. Upon the successful completion of two satisfactory NTIP evaluations, boards are responsible for submitting names of new teachers to the Ontario College of Teachers within 60 calendar days. A notation reflecting completion of NTIP is placed on the teachers' certificate of qualifications and registration.

Each member on the RCCDSB NTIP Committee plays a role in facilitating the NTIP process. NTIP Superintendent, Heidi Fraser, facilitates plans for onboarding of new teachers, and submits NTIP plans to the Ministry. NTIP Lead, Tina McGrath, formulates the preliminary agendas and chairs the meetings, disseminates communications to mentors and mentees, gathers input/feedback from NTIP teachers, facilitates presentations at orientations and participates in sessions with NTIP Leads across the province.

The NTIP Co-Chair is Tracey Pecarski, President of OECTA . Also on the committee is the OECTA Vice-President, Terry Fitzpatrick. OECTA's role is to support their members (new teachers, long-term occasional teachers and mentors) and ensure that the process is followed. OECTA works collaboratively with the committee members,

discusses feedback from participants, is present at orientations and supports other presenters with introductions, explaining terms and conditions within the collective agreement and how to access employee forms and resources. They also assist in reviewing the roles of the mentors and the mentees and work with the member and the Board if there is an unsatisfactory rating.

The Board's HR Department also plays a key role on the committee. Katrina Burgess, Human Resources Generalist, formulates the list of teachers eligible for NTIP, gathers names of experienced teachers who would like to be mentors, pairs mentors with mentees and presents at orientation sessions.

This year, there are seventeen permanent teacher hires and nineteen LTOs participating in the program. A question was asked about permanent teachers who may have started out as LTOs and whether they have to do the program once they are permanent. It was explained that when they become permanent, they do need to do the program. They are not required though to attend the orientation sessions.

Bob Schreader thanked Tina, Katrina and Tracey for their excellent presentation. It is definitely a great program for new teachers and he thanked them for all the work they are doing to support them.

NEW BUSINESS

Retirements

RESOLUTION #6

Moved by David Howard

Seconded by Susan Artymko

That the Board accept with regret the retirement of Sandra Godin, School Secretary, effective December 31, 2023.

...Carried

Nomination of Board Chair & Vice-Chair

Dave Howard, Chair of the Nominating Committee, asked that trustees send him a note by email, if they wish to nominate someone for Chair and/or Vice-Chair. He has received one nomination so far from Anne Haley nominating Bob Schreader as Chair.

GOOD NEWS FROM OUR SCHOOLS

Douglas and Eganville Schools

In Pat O'Grady's absence, Jerry Lavalley reported on activities taking place in the Board's Douglas and Eganville schools.

St. James, Eganville

- Students trained for the Partridge Run that took place on October 5th in Barry's Bay. It was a great day for some friendly competition by all students;
- Flag football for junior and intermediate students began this past month and the team participated in the Renfrew County Elementary Interscholastic Athletic Association (RCEIAA) tournament on October 4th;
- In October, St. James attended their first Mass as a school community; they also participate in a prayer service every Monday and each class has the opportunity to offer intentions;
- Each month St. James focuses on a virtue and in October, the virtue is gratitude. Students get rewarded for showing kindness and gratitude as Jesus would. At the end of the month, the school community gathers for an award ceremony to recognize students who went above and beyond;
- Every Thursday, students who have self-identified as Indigenous have the opportunity to attend St. James' Algonquin Language and Culture program with Willy Dick; a great chance to connect and learn more about Indigenous languages and culture;
- Before Thanksgiving weekend, St. James hosted an open house and fun night. Students and their families attended for a BBQ, fun activities including curling. The school thanks the student council, staff and volunteers for all their hard work in organizing this event.

St. Michael's, Douglas

- Kellie Hisko, Indigenous Education Coordinator, has been assisting students in making their own land acknowledgements and students shared them with the school community on September 29th, recognizing the National Day for Truth and Reconciliation as a school community;
- Students participated in the St. Michael's Feast Day cross country race. Father Lund started the race with a St. Michael's blessing and all classes and grades competed in the competition. Students also had the chance to go to St. Thomas the Apostle School in Renfrew to participate in their cross country race;
- Students played in the flag football tournament on October 4th; school sports are in full swing and along with cross country and football, St. Michael's is also gearing up for volleyball season
- The school elected a new student council and the new members have been working on new and fun ideas. One idea includes the battle of the colours, where everyone is a colour group and each month the school will have a spirit activity where everyone will dress up as their colour and compete.

Both St. James and St. Michael's schools had their local fire departments visit to discuss fire safety. The Board thanks the Bonnechere Valley Fire Rescue team for visiting St. James and the Douglas Fire Chief, Bill McHale, for visiting each class at St. Michael's.

INFORMATION AND PROPOSALS

Business and Corporate Services Committee Report

Cyber Awareness Resources – Chris Blackstock, Manager of Technology & Security Services, gave an update for October’s Cyber Awareness Month. Typically, the Ministry would provide OASBO with recommendations, but now that ECNO is becoming the operational support of OASBO and the Ministry, OASBO and ECNO are operating together to provide boards with recommendations.

The RCCDSB has been chosen to take part in the CSWA project, which was created to align baseline recommendations for boards to reference. Ten boards have been chosen based on their size, geography, etc. The goal is to implement technologies, process changes and documentation to align with the Ministry’s cyber framework (NIST).

The project summary is based on the following points:

- Gain assistance
- Identify critical assets
- Increase MFA
- DNS security
- Endpoint detection and response
- Vulnerability management
- Posture management
- Disaster recovery

Roadblocks that the board encounters are funding, union cooperation, third party vendors (iSYS) and IT staff shortages. We need to understand how the implementation of these technologies could impact students, educators, and business processes. A disaster recovery plan and incident response plan are to be completed.

Plant Projects – Ian Byce, Manager of Plant Services, provided an update on projects the plant department is currently working on. They are collaborating with a consultant regarding accessibility across the entire Board and lifts are being planned for Cathedral School and St. Mary’s School. A tender package is being put together for the modern ventilation at BSCHS – both gyms, cafeteria and the kitchen area. New ventilation systems are also being developed for St. Anthony’s, Cathedral and St. Joseph’s, Calabogie.

Community Use of Schools – The Plant Department has provided a summary of the community use of schools to-date for the 2023-24 school year.

Educational Services Committee Meeting Report

Presentation: Summer Project at Bishop Smith Catholic High School – Kellie Hisko, Indigenous Education Coordinator and several students attended the meeting to give an update on the project that was implemented for the Indigenous Graduation Coach Summer Learning funding of \$26,315 that was received from the Ministry. As the courtyard at Bishop Smith CHS has been standing unused and in need of an overhaul, they chose to offer a reach-ahead credit to Indigenous students going from Grade 8 to

Grade 9 and to open it up also to all Indigenous students needing a credit or community service hours.

The first session in June was spent working up a timeline, safety considerations for students, including WHMIS, slips, trips and falls, proper lifting techniques and proper apparel. The second session was spent on planning – meeting the needs of the users, creating garden features, etc. The consultation process was helped by Jenn Braun, a senior biologist with the Blue Heron Environmental Group, who advised the group on appropriate plants for the courtyard. Session 4 was spent on research and working on the garden design and in Session 5, they worked on the budget and the ordering of the supplies that would be required.

Once all the planning was complete, they prepared the area. An outdoor learning space and medicine garden were installed along with a 14-foot gazebo. A traditional Algonquin Teaching Lodge was constructed along with a 90-foot flower bed with seating along the wall by the gym. Along the back wall, an Inuksuk was constructed along with a perennial bed and grass space for a yoga area.

A partnership with Skills Ontario provided all the students with a tool bag full of non-electric Milwaukee tools. Students also received steel toe boots and certification in WHMIS.

Six students received the GLS credit and another eight students received community service hours towards their graduation requirement. There is now a cultural location for teaching and a safe culturally relevant space that students can take ownership of.

Board Programs & Information

- a) October Curriculum Newsletter – information item.
- b) Indigenous Education Council Minutes – information item
- c) October Mentor Text Considerations – information item
- d) Toronto Youth Cabinet Statement – The Toronto Youth Cabinet has reached out requesting a letter of support to the Ministry of Education for an initiative to provide a universal free breakfast and lunch program because of the rising food insecurity facing children and youth in Ontario. A sample letter from the Toronto Youth Cabinet was shared. Our student trustees are in support of this initiative.

RESOLUTION #7

Moved by David Howard

Seconded by Anne Haley

That the Board send a letter to the Ministry of Education in support of addressing rising food insecurity facing children and youth in Ontario.

...Carried

The Toronto Youth Cabinet has also requested a letter of support addressing the rising mental health crisis facing youth in Ontario. At the Board Meeting, Clint Young provided a copy of PPM169 on Student Mental Health which will become effective on January 1,

2024. He said that everything addressed in the letter is addressed in the PPM and there is no need for the Board to send a letter of support.

EQAO Results – Derek Lennox, Superintendent of Education, gave a breakdown of the latest EQAO results. In Grade 3 reading, writing and math, our students placed well above the provincial average. Our Grade 6 reading, writing and math results were similar, with our students again placing above the provincial average. Of note, for our Grade 6 math results, we had only 60% of students meeting or exceeding the provincial standard in math, which was still above the provincial average of 49%. The OSSLT results are at the provincial averages.

School Achievement Plan – Math & Literacy – These templates were shared with staff on the October 6th PA Day. All educators, as well as principals and vice-principals, engaged in this activity. Several resources are hyperlinked for employees to look at and use. Our program team has done a great job setting the foundation for this school year.

Ministry Memo – Changes to Elementary Report Card Templates – Two fundamental changes are being made to the elementary report cards. Under the language mark, the teachers now only report one mark. In the past, it was broken into four different areas. The second change is the early reading screeners for grades 1 and 2. The Ministry advised that this wouldn't be added onto the report card until next year, but it has been added this year, which may be contentious with OECTA.

Special Education Advisory Committee Report

Susan Artymko reported on the meeting held October 11, 2023.

Presentation – 2023-2024 Special Education Program Overview – Kelly Etmanskie, one of the Board's Special Education Coordinators, attended the meeting to give an overview of programming for the 2023-24 school year.

- A SERT day was held on September 12th, starting with IEP writing and learning about Ministry guidelines, followed by BMS recertification in the afternoon. New SERTs who couldn't take the recertification, reviewed the responsibilities of their new role.
- The October 6th PA Day was spent focusing on literacy, numeracy and social studies curriculum.
- The Board's Deaf and Hard of Hearing & Accessibility Lead is Angela Bergeron. She will provide support to the D/HH students, as well as undertaking the accessibility role within the Board.
- IEA Role – this is a pilot project for an Itinerant Educational Assistant. Each family of schools will have one itinerant EA who will cover daily absences. Julia Graydon, the Board's Principal of School Effectiveness leads this process.
- OT Goals – in addition to providing SERTs with support, Julie Nadeau is working on a sensory space safety review. Over time, certain equipment becomes unusable or unsafe to use and with this review, we are hoping to repair or replace this equipment.
- SESH – Special Education Support Hours are bi-weekly or monthly virtual meetings. This year, we will continue on IEP writing. Other topics will include the

science of reading and providing tier 2 supports and a series of tutorials on CLEVR.

At the last PA Day, EAs were asked to complete a survey, which was part of the EA Audit. The auditors thought it was necessary to learn more about how the EAs feel about their roles and what issues they may have, such as more time or resources. It is hoped to have the survey back from the auditors for the November 17th PA Day.

Board Reports –

- a) **Memo – Community Collaboration** – Each year the Ministry requests information about special education from the school boards. In the past, Clint Young has filled out the form after it was decided to continue with this practice. Mr. Young asked members to let him know if they have anything to include on the form.
- b) **Letter to Stephen Lecce from RCCDSB SEAC** – This letter regarding the need for more educational assistant support was approved by the Board of Trustees and forwarded to the Minister of Education.
- c) **Newsletter & Social Media Recruitment Plan** – This was approved by the SEAC Committee and will be sent out to all the schools to be included in their November newsletters.
- d) **Special Education Plan 2023-2024** – Recognizing that one of the key responsibilities of SEAC is to oversee the Special Education Plan, the document has been finetuned over the last few years. We will now compare our plan to other Board plans to see how they compare and make any changes that are needed.

Association Reports – There were no association reports.

Next Meeting Date – The next meeting is scheduled for Wednesday, November 8, 2023 at 7:00 p.m.

Secondary School Report

Ben Wood, Student Trustee, reported on activities taking place at Bishop Smith Catholic High School in Pembroke.

Student Council

- The school held Adam Sandler Day on October 11th;
- Oktoberfest was held on October 13th and sausages and drinks were sold to raise money for other school events
- Jersey Day was held on October 25th
- The new Bishop Bears spirit wear was available to purchase for the month

Athletics

- The junior girls basketball and the senior boys volleyball seasons are well underway
- Students competed in the EOSSAA golf tournament on October 3rd
- Students competed in the junior and senior tennis tournaments
- The Grade 8 soccer team won gold at the county meet

- Various students travelled to the UOVHSAA cross country meet where four of our runners in the junior girls division placed in the top 10 and Malachi Kenny won gold in his division
- The ultimate frisbee team placed second in the tournament held at Jeanne Lajoie

Arts

- The drama department and student council has put on a haunted house that students can walk through as long as they bring a food donation

Pastoral

- A Stations of the Cross prayer service was held in the chapel

Student Achievements

- Students raised nearly \$4,000 for the Terry Fox Walk

OCSTA Information Items

Bob Schreader noted the information received from OCSTA this past month.

- President Report CCCB Plenary Committee
- On the Road Together Discerning Leadership – The Last Will Be First and the First Will Be Last
- You Must Forgive – On the Road Together
- Intensive Human Rights Program for School Board Leaders – Fall 2023 – Hate Activity in School Boards
- Ont News Release – Getting Back to Basics Leading Student Outcomes
- 2024 Resolutions Information Package
- Statement CCCB – 2023 National Day of Truth & Reconciliation
- The 16th Ordinary General Assembly of the Synod of Bishops
- Local Government Week – October 16-20, 2023
- On the Way – Principles, Patterns & Processes for Adult Faith Formation in Catholic Education in Ontario
- Apostolic Exhortation Laudate Deum of the Holy Father to All People of Good Will on Climate Crisis
- Ontario Legislative Update
- Grants for Student Needs Consultation for 2024-25
- 2023-24 Annual Finance Brief Submission
- Statement from Most Reverend William T McGrattan – CCCB
- Ontario Ombudsman Annual Report 2022-2023
- CCCB Elect New Executive October 2023
- Four Constitutions of Vatican II November Webinar Registration
- Ontario to Release Annual Fall Economic Statement & Pre-Budget Consultations in November
- Submission Letter to MOE-Draft Regulations under Bill 98 Amendments to Education Act
- On the Road Together – Discerning Leadership

CORRESPONDENCE

Non-Staff Source – OCT9

- October 10 - card of thanks from the Lourdes Retired Staff Volleyball Group for approving their community use of school rental of the gymnasium at Our Lady of Lourdes School to play volleyball

FUTURE BUSINESS

General/Trustees' Comments

There were no trustee comments.

Meeting Dates

- November 8 - Special Education Advisory Committee Meeting
7:00 p.m. – Virtual Meeting
- November 13 - Business & Corporate Services Committee Meeting
4:00 p.m. – Board Office
- November 13 - Educational Services Committee Meeting
Following BCS Meeting – Board Office
- November 20 - Inaugural Board Meeting
Mass – 4:00 p.m. – BSCHS Chapel
Meeting – approximately 5:00 p.m. – BSCHS Library
- November 27 - Board Meeting - Committee of the Whole – 4:00 p.m.
- General Meeting – 4:45 p.m.

RESOLUTION #8

Moved by David Howard
Seconded by Susan Artymko

That the recommendations made by motion and consensus in the Committee of the Whole meeting of October 30, 2023 be approved.

...Carried


RESOLUTION #9

Moved by Jerry Lavalley
Seconded by Anne Haley
That the meeting be adjourned at 5:54 p.m.

...Carried



Chairperson, Renfrew County Catholic
District School Board



Director of Education and Secretary, Renfrew
County Catholic District School Board