



MINUTES
BOARD MEETING

#03

Wednesday, January 13, 2021, 6:30 pm

Present: Chair Joe Zerdin
Vice Chair Janice Hutchison
Trustee Carol Corriveau-Truchon
Trustee Maria Hardie
Trustee Catherine MacDonald
Trustee Jeanny Salmon
Trustee Francis Smith
Laura Bateman, Student Trustee
Ava Melchiorre, Student Trustee

Resource: Frances Bagley, Director of Education
Lonnie Bolton
Allen Morrison
Andrew Sendzik
Suzanne Oliner
Kim Weishar
Chris Woodcroft
Mirella Rossi
Christine Monteiro-Almeida
Heidi Berry

1. CALL TO ORDER

Chair Joe Zerdin called the meeting to order at 6:30 pm, in the boardroom at the Catholic Education Centre, 46 Alliance Boulevard, Barrie.

2. OPENING PRAYER & REFLECTION

Vice Chair Janice Hutchison led the opening prayer and reflection with the following special intentions:

For the Deceased:

- Ernest Turcotte
- Serge Flinn
- Al Drobot
- Ronald Coulas

3. ROLL CALL

Frances Bagley, Director of Education, conducted the roll call to establish quorum for the meeting.

4. AGENDA APPROVAL

CONSENSUS of the Board of Trustees was obtained for approval of the agenda, as presented.

5. DECLARATION OF CONFLICTS OF INTEREST

There were no conflicts declared.

6. DELEGATIONS

There were no delegations.

7. PRESENTATIONS (None)

There were no presentations.

8. ACTION ITEMS

1. 2021 OCSTA Resolutions

Trustees received and read in advance Report 8.1) BD-03-2021 from Chris Woodcroft, Superintendent of Student Achievement.

Superintendent Woodcroft introduced the report. This year, the committee includes Vice Chair Janice Hutchison, Trustee Catherine MacDonald and Superintendent Chris Woodcroft. Superintendent Woodcroft then directed further comments to Vice Chair Janice Hutchison.

Vice Chair Janice Hutchison provided the following comments.

- The deadline for submission of resolutions to OCSTA is January 29th, 2021.
- Vice Chair Hutchison thanked Trustee MacDonald (Committee member) and the Director of Education, Frances Bagley (resource) for their guidance. Chris Woodcroft, Superintendent of Student

Achievement and Lori Stever, Administrative Assistant were also thanked for their assistance.

Superintendent Woodcroft responded to comments and questions from trustees:

- SEAC was informed that 2 OCSTA resolutions would be discussed at today's Board Meeting and SEAC members were very happy with this news.

A motion is required to meet eligibility to submit to OCSTA for consideration.

Motion #1

That Resolution SMCDSB-01-2021: Special Education Virtual Mode Support be approved for submission to OCSTA

Mover: Vice Chair Hutchison

Seconder: Trustee Corriveau-Truchon

Motion is approved for submission to OCSTA

Motion #2

That Resolution SMCDSB-02-2021: Importance of Ventilation in Schools be approved for submission to OCSTA

Mover: Trustee MacDonald

Seconder: Vice Chair Hutchison

Motion is approved for submission to OCSTA.

Motion #3

That Resolution SMCDSB-03-2021: Special Education Parent Funding Support for the Involvement of Third Party Providers in the Home during the Pandemic and Beyond

Mover: Vice Chair Hutchison

Seconder: Trustee Smith

A revision was made to the resolution's final statement as follows:
OCSTA recommends to the Province of Ontario that one-time funding be provided to parents/guardians of children with significant/complex special education needs to hire qualified third party providers to support their

child's individualized learning goals during **any provincially mandated school closure.**

That Resolution SMCDSB-03-2021: Special Education Parent Funding Support for the Involvement of Third Party Providers in the Home during the Pandemic and Beyond be approved for submission to OCSTA, as amended.

Motion is approved for submission to OCSTA as amended.

Motion #4

That Resolution SMCDSB-04-2021: Carbon Monoxide Sensors/Detectors be approved for submission to OCSTA

Mover: Trustee Smith

Seconder: Trustee MacDonald

Motion is approved for submission to OCSTA.

Motion #5

That Resolution SMCDSB-05-2021: Improving Broadband and High Speed Internet for Educational Purposes (Home and Schools) be approved for submission to OCSTA.

Mover: Trustee Corriveau-Truchon

Seconder: Vice Chair Hutchison

Motion is approved for submission to OCSTA.

All motions are approved. Chair Zerdin thanked everyone who worked on the resolutions. Director Bagley will forward the approved motions and resolutions to OCSTA before the deadline.

2. 2021-2022 Budget Calendar

Trustees received and read in advance Report 8. 2) BD-03-2021 from Suzanne Oliner, Superintendent of Business & Finance.

Superintendent Oliner provided a few comments on this report.

Although it does not seem very long ago that we were passing the 2020-21 Budget, we must now turn our minds to the planning process for the 2021-22 Budget.

Before you this evening is a draft Budget calendar that is similar to previous years. We are planning on maintaining 3 special board meetings that are currently scheduled and reflected in the Board calendar. In order to ensure that there is sufficient time for deliberations we are asking the Board to consider a fourth special Board meeting to be added to the calendar on Monday June 28, 2021 to support passage of the budget.

Superintendent Oliner responded to questions and comments from Trustees.

- During the last budget session, there was a request that a comparison be presented of what we spent vs what we had budgeted. Can we add this request to our next budget meeting?
 - We did add a column in our budget book to have a comparison of the budgeted amount vs what was spent. The approved budget lines were also added. We can add the actuals back to the budget book.
- This year was a virtual year and we can't predict what will happen the remainder of the year. Do we know yet if this date will conflict with any graduation ceremonies? (virtual or otherwise) Please keep this in mind so that we don't miss any graduations.
 - I will confer with Academic Superintendents on this matter.
- A few years ago, there was a request to have Managers present and speak about their department budgets?
 - We can accommodate this request. It would be good to have the various managers present their budgeted areas as part of the budget book presentation.
- Chair Zerdin will send a note to Director Bagley and Superintendent Oliner regarding this presentation request by Managers.

Recommendation

That the Board approve an additional Special Board meeting to take place on Monday June 28, 2021.

CONSENSUS

9. INFORMATION ITEMS

1. **Receipt of Minutes (None)**
2. **2020-21 Revised Estimates**

Trustees have received and read in advance Report 9. 2) BD-03-2021 from Suzanne Oliner, Superintendent of Business & Finance.

Superintendent Oliner provided some comments.

Our Revised Estimates for the 2020-21 school year were due to the Ministry on December 15, 2021. Our Board submitted compliant revised estimates that reflected an accumulated surplus for compliance purposes of \$2,598,321. Trustees will recall that at the Board meeting of November 25th, approval was provided to support a number of budget priorities as long as a surplus of at least 1% was maintained, and we are happy to report that we were able to facilitate almost all of the department requested budget priorities within this framework.

Some highlights from the Revised Estimates submission include: an increase in projected enrolments of 110 average daily enrolments; additional funding for mental health supports; and significant investment in Covid-19 supports. Our operating expenses have increased to support staffing for remote learning, enhanced cleaning, and settlement of various collective agreements with our bargaining units.

We have also reflected the approved budget priorities of additional electronic resources and texts, technology, and training. School budgets have been maintained, despite students switching to virtual learning, and our educational assistant budget has been increased to support temporary placements for our students with the most significant needs.

In order to support all of these priorities, we will draw down our surplus funds by approximately \$3.5M, but will maintain an accumulated surplus that exceeds (slightly) our target of 1% of our Operating Allocation.

There were no questions or comments from trustees.

3. **Quarterly Financial Report - November 30 2020**

Trustees have received and read in advance Report 9. 3) BD-03-2021 from Suzanne Oliner, Superintendent of Business & Finance.

Superintendent Oliner provided some comments.

Some Trustees may recall that on July 20, 2020 our Board was officially released from the obligation of filing monthly interim financial reports as

we were deemed to have met our obligations under our multi-year financial recovery plan. We have now switched to quarterly reporting and were excused from submitting an August 31st report as this would be reported in our financial statements submission.

Our first quarterly report is for the period September 1 to November 30, 2020 and is attached as appendix #1 to the report. As a reminder for Trustees, the figures in the estimates column represent our approved budget, and both the revised estimates and forecast columns represent our revised estimates that were discussed earlier in the evening. As in past years, we will walk trustees through a detailed revised estimates presentation at the first special board meeting scheduled for March 9.

As of November 30th, the Board was forecasting savings based on our year to date expenses and our grant revenues were coming in on forecast.

Superintendent Oliner responded to questions and comments from trustees.

- How long will the Board be required to submit quarterly reports?
 - We will be required to submit quarterly reports for this year and if we are in a healthy financial position, quarterly reports will not be required.

4. COVID -19 Update - January 13, 2021

Trustees have received and read in advance Report 9. 4) BD-03-2021 from Lonnie Bolton, Superintendent of Student Achievement.

Superintendent Bolton provided some comments.

There are no handouts today since we are virtual and schools are in a shutdown mode. There are 2 updates to Appendix B (COVID-19 Tracking Summary - trustee snapshot Jan 7-2021) As of January 13th, there are now 67 Board cases (averaging 5 cases/week) and the number of excused students is now 1292. With 67 cases, the Board is still trending below 1% of the Provincial average.

Superintendent Bolton responded to questions and comments from trustees.

- In the ministry letter dated January 2, 2021 it was written that some students with special education needs cannot be supported through remote learning at home. Do we have data as to how many special education students are accessing in school learning?

- Last week, with no specialized transportation, there were 100 special education students, 147 educational assistants and 41 special education resource teachers in attendance. This week, specialized transportation was available, and we had 119 special education students, 174 educational assistants and 52 special education resources teachers in attendance. Additional staff, eg, for ICT issues, also were in attendance. (180 staff last week and 226 this week)
- Is there an obligation for a student or staff member, who is involved in remote learning, to report they are COVID positive? It would be difficult to identify a virtual student who gets COVID and there is no transmission.
 - If they are attending school, it is always the public health unit who reports COVID cases to us. Staff who are not attending work or school but can do their work remotely, are obligated to contact the Disability Management Office who would report any cases to the Ministry.

5. Student Senate Review 2020-21 No. 1

Trustees have received and read in advance Report 9. 5) BD-03-2021 from Chris Woodcroft, Superintendent of Student Achievement.

Superintendent Woodcroft provided some comments.

Our 2020-2021 Student Senate is made up of 28 grade 10-12 students across our 9 high schools. In response to the COVID-19 pandemic, we have met virtually through Google Meet twice this school year. We have been fortunate to have been joined by Ms. Lemieux, Leadership Teacher; Ms. Quesnelle, Mental Health Lead; Superintendent Woodcroft and his assistant Ms. Stever to at least one of our meetings.

Student Trustee Laura Bateman provided an overview of the October 7th, 2020 meeting and Student Trustee Ava Melchiorre provided an overview of the November 24th, 2020 meeting. The student trustees were thanked for their report and input.

Student Trustees Bateman and Melchiorre responded to questions and comments from trustees.

- Can you share your logo and your instagram page with us.
 - Yes we will share our logo and instagram page.

- I follow you on instagram and student senators are named and information on what they are interested in is also posted. You did a great job.
- With the current CAMH TV commercial, students can connect on the web site. Have you considered a small commercial on the twitter feed or on instagram?
 - Yes we have talked about this. There is an unfortunate stigma attached to mental health but we will discuss this topic again.
- Commercial posts provide people an opportunity to review the information on their own time.
- Both student trustees were thanked for their efforts on a very relevant topic. We are very appreciative of your guidance on such an important topic. The other staff referenced in the report were also thanked for their time and contribution.

10. ROUTINE

1. Approval of Minutes

10.1.1 Board Meeting #02 - December 16, 2020

The minutes were approved as presented.

11. TRUSTEE ENQUIRIES

Trustee MacDonald:

- With the safety of staff on our minds, the Minister of Education's message is to be at school but the Premier's message is asking us to stay home and stay safe.
 - We are following MOE mandate and ensure that all COVID-19 protocols are in place. The MOE holds weekly teleconferences with Chairs & Directors where concerns and questions may be shared with the Minister.

Vice Chair Hutchison:

- Are there any accommodations we can make for the learning of our special education students who cannot come to our schools?
 - Once we mitigate any technology issues and a resolution is assured, staff (school teams) should try to engage the students remotely. Staff and parents have to be aware of their goals. Educational Assistants are reaching out to students every day.

12. ITEMS OF INTEREST

Trustee Corriveau-Truchon:

- Currently, the only school open in the northern health unit is St. Peter the Apostle Catholic school. There are many communication updates being sent to families sent by Communications and by the Director. Extra custodial cleaning is scheduled, additional plexiglass was installed and refreshed PPE is being provided to the staff at the school.
- A virtual invitation is being issued for the information night at St. Dominic Catholic secondary school.
- A survey has been issued to CPIC regarding a series of mental health podcasts. A broader survey will be done as well.

13. CORRESPONDENCE

Trustees received a link to a list of correspondence.

Chair Zerdin provided a report regarding an item on the correspondence list, OCSTA Memo Ad Hoc Committee Review of Resolutions Approved at 2020 AGM dated December 30, 2020.

Chair Zerdin was interviewed earlier today regarding OCSTA governance and the Interview Guide (Appendix B) was referenced. Each topic is independent of how many students there are and each board should have equal representation. There are geographical challenges with regional representation. It is my opinion that each school board have a representative.

- Support for Chair Zerdin's approach of a representative for each board was expressed.

14. MEETING SCHEDULE

Wednesday, January 20, 2021

- **Special Education Advisory Committee (SEAC) at 5:30 pm**

Tuesday, January 26, 2021

- **Audit Committee Committee at 5:30 pm**
- **NOTE: Audit Committee Meeting was cancelled on January 13, 2021 and the rescheduled date is February 23, 2021 - 5:30 pm**

Wednesday, January 27, 2021

- **Board Policy Review Committee at 6:00 pm**

Wednesday, February 3, 2021

- **Board Meeting #04 at 6:30 pm**

15. PRIVATE SESSION

CONSENSUS of the Board of Trustees was received to move into Private Session to consider Contract, Personnel, Legal, or Property Matters at 7:32 pm.

- 1. Agenda Approval**
- 2. Declarations of Conflict of Interest**
- 3. Action Items**
 - 15.3.1 Finance / Contract Matter - 1**
- 4. Information Items**
 - 15.4.1 Contract Matter - 1**
 - 15.4.2 Personnel Matter - 1**
- 5. Routine**
 - 15.5.1 Approval of Minutes - Board Meeting #02 - December 16, 2020**
- 6. Trustee Enquiries**
- 7. Double Private Session**

16. REPORT FROM THE COMMITTEE OF THE WHOLE

At 7:33 pm Student Trustees Laura Bateman and Ava Melchiorre were excused from private session and were not required to return to the meeting.

At 8:27 pm ELC members were excused from Double Private session.

Item 3.1 Classified: Finance/Contract matter approved

Item 4.1 Classified: Contract Matter provided as information

Item 4.2 Classified: Personnel matter provided as information (added item)

Item 5.1 Approval of Private Minutes from December 16, 2020

Item 1.1 Approval of Double Private Minutes from December 16, 2020

17. NEXT MEETING

Board Meeting #04 - Wednesday, February 3, 2021 at 6:30 pm

Agenda Items Due: Wednesday, January 27, 2021 at 4:30 pm

18. ADJOURNMENT

Consensus of the Board of Trustees was obtained to adjourn the meeting at 8:30 pm.

19. CLOSING PRAYER

Trustee Carol Corriveau-Truchon led the closing prayer.

Joe Zerdin, Board Chair