



REVISED ADDENDUM  
REGULAR MEETING OF THE  
TORONTO CATHOLIC DISTRICT SCHOOL BOARD  
PUBLIC SESSION

Joseph Martino, Chair

Angela Kennedy, Vice Chair

Thursday, May 21, 2020

7:00 P.M.

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Pages

**16. *Matters recommended by Statutory Committees of the Board***

**16.a *Approved Minutes of the Catholic Parent Involvement Committee (CPIC) Meeting Held April 20, 2020***

1 - 7

***Recommendations to Board:***

***(I) WHEREAS: Parent Reaching Out (PRO) Grants allocations were made available to Toronto Catholic District School Board (TCDSB) schools and wards in February 2020;***

***WHEREAS: Schools were not able to spend or schedule PRO Grant sessions due to the COVID-19 lock down;***

***WHEREAS: Schools have outstanding Parent Involvement Committee (PIC) grants that were not spent and will likely to continue receiving yearly PIC grants;***

***WHEREAS: School Communities need practical ideas and support to best utilize this grant; and***

***WHEREAS: Learning from the application process and forms need refinement to ensure that schools have demonstrated the capacity and plans to effectively spend the grant with continued priority towards Equity Poverty Action Network (EPAN) schools.***

***BE IT RESOLVED THAT:***

- 1. The PRO Grant Ward and school allocations for 2019-2020 school year be rescinded;***
- 2. The funds be deferred to the 2020-2021 school year (subject to approval by the Ministry of Education); and***
- 3. A revised application process for 2020/21 to come back in June be recommended by Catholic Parent Involvement Committee (CPIC).***

***II) WHEREAS: CPIC has undertaken efforts to reform its Committee with updated bylaws;***

***WHEREAS: CPIC aims to be a full statutory Committee of the Board;***

***WHEREAS: Public agendas should be produced with sufficient material to aid Members in their meeting and being transparent to the community;***

***WHEREAS: Agenda preparation is taking an excessive amount of manual preparation time from parent volunteers;***

***WHEREAS: Agendas for all other TCDSB committees are supported centrally; and***

***WHEREAS: The TCDSB has invested in E-Scribe agenda software.***

***BE IT RESOLVED THAT:***

- 1. Agendas for CPIC be compiled and distributed through E-Scribe with the support of the TCDSB Recording Secretary;***
- 2. The Chair / Vice-Chair of CPIC to approve the final agenda before distribution consistent with in-force CPIC bylaws; and***
- 3. Recording Secretary support be provided for creation of minutes of CPIC starting September 2020.***

***III) WHEREAS: The Ontario Education Act, Regulation 612/00 (School Councils) Consultation with Parents s23 states: A school council shall consult with parents of pupils enrolled in the school about matters under consideration by the council;***

***WHEREAS: The Ontario Ministry of Education School Councils, A Guide for Members (2001) states that: Characteristics of Effective School Councils: Communicate with the community about their activities;***

***WHEREAS: School Council Chairs require means to timely communicate with their school community on important issues of concern to parents or activities of the council;***

***WHEREAS: The Alberta School Council Guide: Alberta School Councils' Association (2007) states: "Communication is the most useful tool to get people interested in the work of school council. Letting parents and community members know about school council meetings and sharing information about school council decisions, directions and activities helps keep them interested. Collect and maintain a list of parents' names, addresses, phone numbers and email addresses. Use email to send meeting notices, event announcements, requests for help and updates on school issues"; and***

***WHEREAS: The Toronto District School Board of Trustees approved a similar recommendation on Parent Email Sharing with School Councils from Parent Involvement Advisory Committee (PIAC) in May 2019:***

***That school registration forms include a checkbox to allow parents to consent to the sharing of their email with school's school council to facilitate communication increased engagement by the school councils with the school community. PIAC requests that this be completed to be included in the 2019 Fall welcome packages to parents.***

***Collect and maintain a list of parents' names, addresses, phone numbers and email addresses. Use email to send meeting notices, event announcements, requests for help and updates on school issues."***

***BE IT RESOLVED THAT:***

***The Board of Trustees by September 2020:***

- 1. Add appropriate checkbox (s) to the annually collected parent consent/information forms and the online Student Online Application for Registration (SOAR) system to allow parents to consent to receiving communications via email directly from their Catholic School Parent Council (CSPC) and CPIC (using only the respective CSPC Chair/CPIC Chair @tcdsb.org accounts); and***
- 2. Setup a working group made up of Board Staff and parent representatives to: implement procedures and tools (both addressing short term and long term) using various systems for the purposes of allowing school councils to effectively and timely communicate with parents of their school community while respecting privacy and unsubscribe requests.***

***IV) WHEREAS: The COVID-19 school lock down has required all School Board committee meetings to occur virtually;***

***WHEREAS: CPIC has basic access to tools and technology for facilitating virtual meetings between its Members;***

***WHEREAS: The Education Act requires Parent Involvement Committee meetings to be open to the public;***

***WHEREAS: The TCDSB has facilities and technology to broadcast to the public;***

***WHEREAS: The TCDSB recently broadcast the meeting for Special Education Advisory Committee (SEAC); and***

***WHEREAS: CPIC needs to keep the credentials and access to its meetings private to prevent unauthorized individuals from entering and/or disrupting the meeting.***

***BE IT RESOLVED THAT:***

***The Board facilitate broadcasting of virtual meetings of CPIC in a similar fashion to the Board of Trustee meetings or other mutually agreeable publicly accessible format.***

*V) That the Board of Trustees engage parents in the recruitment and selection of the next Director of Education for the TCDSB by seeking input into the Director of Education profile.*

<i>16.b</i>	<i>Approved Minutes of the Special Education Advisory Committee (SEAC) Meeting Held May 4, 2020</i>	<i>8 - 10</i>
<i>18.</i>	<i>Reports of Officials for the Information of the Board of Trustees</i>	
<i>18.a</i>	<i>The Toronto Catholic District School Board's Response to the COVID-19 Pandemic Crisis - May 21, 2020 Update</i>	<i>11 - 18</i>
<i>18.b</i>	<i>Ratification of Student Trustee Nomination 2020-2022</i>	<i>19 - 22</i>
<i>19.</i>	<i>Reports of Officials Requiring Action of the Board of Trustees</i>	
<i>19.a</i>	<i>2020-21 Grants For Student Needs Update and Revised Budget Timelines</i>	<i>23 - 26</i>
<i>19.c</i>	<i>Summer School 2020 Fee Reduction Request for International Students</i>	<i>27 - 29</i>
<i>19.d</i>	<i>Monthly Procurement Approvals Report Addendum 1 (Refer Item 19b)</i>	<i>30 - 33</i>
<i>20.</i>	<i>Reports from External Committees / Organizations</i>	
<i>20.a</i>	<i>Ontario Catholic Schools Trustees' Association (OCSTA) Letter from Nick Milanetti, Executive Director</i>	<i>34 - 35</i>
<i>20.b</i>	<i>From Ontario Catholic Schools Trustees' Association (OCSTA) regarding Continuity of Learning</i>	<i>36 - 38</i>

**APPROVED MINUTES OF THE REGULAR MEETING OF  
THE CATHOLIC PARENT INVOLVEMENT COMMITTEE  
PUBLIC SESSION**

VIRTUAL MEETING VIA GLOBALMEET

**HELD MONDAY APRIL 20, 2020**

**1. Call to Order**

The Chair called the Meeting to Order at 7:05PM and opened the video/teleconferencing bridge.

The Chair indicated that the Board is still pending appointing a Recording Secretary to CPIC. Minutes are being captured by the Chair.

**2. Opening Prayer**

Opening prayer was led by the Chair.

**3. Roll Call & Apologies**

**Trustees:** G. Tanuan (W8)  
N. Di Pasquale (W9)

**Elementary Parent Members:**

John Del Grande (W12), Chair  
Joe Fiorante (W3), Vice-Chair  
Jennifer Di Francesco (W1)  
Natalia Marriott (W2)  
Daniel Oliveira (W5/W)  
Gus Gikas (W6)  
Dan Kajioka (W7)  
Annalisa Crudo-Perri (W10)  
Isabel Starck (W11/S)  
Anthony Antinucci (W12)

**Secondary Parent Members:**

Geoffrey Feldman (West)

**Staff:** J. Wujek (Director Designate)  
 M. Sequeira (Parent Engagement Coordinator)  
 E. Szekeres-Milne (Communications)  
 P. De Cock (Finance)

Apologies were extended on behalf of Wendell Labrador (W8/W) and Katie Piccinnini (OAPCE-Toronto)

**4. Approval of the Agenda**

MOVED by Gus Gikas, seconded by Joe Fiorante, that the draft Agenda & Addendum as presented be approved.

By Unanimous consent, the Motion was declared

CARRIED

**5. Declarations of Interest**

None declared by Members present.

**6. Approval & Signing of the Minutes of the Regular Meeting Held March 2, 2020 for Public Session**

MOVED by Gus Gikas, seconded by Natalia Marriott, that the minutes of the meeting held March 2, 2020 be approved.

By Unanimous consent, the Motion was declared

CARRIED

**7. Presentations & Reports from Committee Officials****7a) Chair Report & Appendices**

The Chair read his Report and updated the Committee on the advocacy work by way of delegations & communications to the Board of Trustees that CPIC has been undertaking with OAPCE-Toronto.

The Chair also presented the attendance report of CPIC Members for the 2019/2020 year-to-date. The Chair will reach out to Members who have missed a number of meetings to confirm if they still wish to serve.

MOVED by Gus Gikas, seconded by Annalisa Crudo-Perri that the report from the Chair be received.

By Unanimous consent, the Motion was declared

CARRIED

## **7b) Treasurer Report**

MOVED by Joe Fiorante, seconded by Dan Kajioka that the summary report from the Treasurer as of March 31, 2020 with accumulated expenditures of \$12,646.18 be received.

By Unanimous consent, the Motion was declared

CARRIED

## **8. Delegations**

No delegations were registered or appeared before the Committee.

## **9. Unfinished Business & Matters Arising Out of Minutes**

### **9a) CPIC 2020 Conference: COVID-19 Impact**

The Chair asked each Member for their opinion to determine next steps in either rescheduling the conference or consider moving some sessions online.

Moved by Joe Fiorante, seconded by Gus Gikas that:

1. The planned May 23, 2020 CPIC day conference at the Board Offices officially be cancelled.
2. The Conference & Events Subcommittee review which workshops could be moved online.
3. The deposit & booking made for the closing keynote speakers be rescheduled to the spring of 2021.



By Unanimous consent, the Motion was declared

CARRIED

**10. Notice of Motion**

No notices of motions were submitted by Members.

**11. Communications Received**

None submitted

**12. Program/Policy Consultation (Committee of the Whole)**

**12a) TCDSB Budget Consultation 2020-21**

P. De Cock addressed the Committee to speak to the Board's 2020/21 budget overview.

Members of the Committee asked questions pertaining to Budget numbers and plans as well as stakeholder input into the Budget.

MOVED by Annalisa Crudo-Perri, seconded by Isabel Starck that the budget presentation be received and CPIC collect feedback from CPIC Members & CSPC Chairs to delegation on budget recommendations.

By Unanimous consent, the Motion was declared

CARRIED

The Chair declared a 10 minute recess at 8:30 PM

The meeting resumed with John Del Grande in the Chair.

### **13. Subcommittee & Special Committee Reports**

#### **13a) Budget & Priorities Standing Subcommittee**

Subcommittee to meet to review budget plan due to COVID-19 school shutdown.

#### **13b) Conference & Events Standing Subcommittee**

Subcommittee to meet to review webinar options, coordinate with OAPCE for their online conference to be held Saturday May 9<sup>th</sup> and solicit input from CSPCs.

CARRIED

#### **13c) Communications & Parent Resource Subcommittee**

Subcommittee to be scheduled to review workplan & priorities.

### **15. Reports from TCDSB Officials**

#### **15a) Director-Designate for CPIC**

Superintendent Wujek gave an update on the TCDSB response to COVID-19 and the shift to Learn-At-Home model. A Board report has been written outlining the plan for continuation of CSPC meetings.

### **16. Report from Trustee or Trustee Designate**

Trustees Tanuan & Di Pasquale spoke about the format of Board of Trustee meeting going forward, the upcoming Budget Consultation evening and the extended Ward Playground funding application.

They indicated that materials from the Board are available online to support Learn-At-Home as well as Catholic reflection.

They thanked Members for their work and advocacy over this period.

## **17) Parent Member & Community Member Reports**

### **17a) Lift Jesus Higher Rally 2020**

MOVED by Gus Gikas, seconded by Joe Fiorante that the final event report be received, and that payment be made once the final invoice is received.

By Unanimous consent, the Motion was declared

CARRIED

### **17b) Board-wide Event: Internet & Social Media Safety**

MOVED by Anthony Antinucci, seconded by Daniel Oliveira that the report for the Internet & Social Media Safety online event be received.

### **17c) OAPCE Consultation with the Minister of Education**

Annalisa Crudo-Perri reported on behalf of OAPCE-Toronto that they have had online consultation sessions with the Minister of Education and are collecting feedback on the state of Learn-at-Home to share on their next to be scheduled meeting.

The Chair of CPIC also advised that a session of PICs across the province has been setup with senior members of the Ministry of Education.

### **17d) CPIC-OAPCE CSPC Check-in**

The Chair reported that three online virtual sessions had been setup to collect feedback from CSPC Chairs. The Chair indicated that attendance has been between 6-8 schools represented per session and that it appears not all CSPC Chairs are regularly checking their @tcdsb email.

## **19. Pending List**

Pending list was reviewed and no corrections or changes were noted.

**20. Adjournment**

MOVED by Isabel Starck, seconded by Natalia Marriott that the meeting be adjourned.

By Unanimous consent, the Motion was declared

CARRIED

The Meeting adjourned at 9:40PM



CPIC SECRETARY



CPIC CHAIR

## **OUR MISSION**

*The Toronto Catholic District School Board is an inclusive learning community uniting home, parish and school and rooted in the love of Christ.  
We educate students to grow in grace and knowledge to lead lives of faith, hope and charity.*

## **OUR VISION**

*At Toronto Catholic we transform the world  
through witness, faith, innovation and action.*



# **MINUTES OF THE SPECIAL VIRTUAL MEETING OF THE SPECIAL EDUCATION ADVISORY COMMITTEE PUBLIC SESSION**

**HELD MONDAY, MAY 4, 2020**

## **PRESENT:**

**Trustees:** N. Crawford, Chair

**External  
Members:** George Wedge, Vice Chair  
Melanie Battaglia  
Lori Mastrogiuseppe  
Sandra Mastronardi  
Tyler Munro  
Deborah Nightingale  
Mary Pugh  
Glenn Webster

**Staff:** D. Koenig  
L. Maselli-Jackman

S. Pellegrini, Acting Recording Secretary

## **2. Roll Call & Apologies**

Apologies were extended on behalf of Trustees Di Giorgio and Kennedy and Lori Ciccolini.

On a point of order, Tyler Munro noted that the Special Education Advisory Committee (SEAC) Meeting for May 4, 2020 was not posted on the external website and meetings are not made accessible to the public. Moving

forward, arrangements are to be made for the public to attend the SEAC Meetings virtually.

**3. Approval of the Agenda**

MOVED by George Wedge, seconded by Lori Mastrogiuseppe, that the Agenda be approved.

On the Vote being taken, the Motion was declared

CARRIED

**6. Approval and Signing of the Minutes of the Meeting**

MOVED by George Wedge, seconded by Glenn Webster, that the Minutes of the Regular Virtual Meeting held April 22, 2020 be approved.

MOVED in AMENDMENT by Glenn Webster, seconded by George Wedge, that the Minutes dated April 22, 2020 note that Glenn Webster was excused from the meeting due to technical difficulties and that in future meetings if someone is absent because of technical difficulties, it be noted as such.

On the Vote being taken, the AMENDMENT was declared

CARRIED

On the Vote being taken, the Motion, as amended, was declared

CARRIED

**18. Adjournment**

MOVED by George Wedge, seconded by Mary Pugh, that the meeting be adjourned.

On the Vote being taken, the Motion was declared

CARRIED

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SECRETARY

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CHAIR



REPORT TO

REGULAR BOARD

## THE TORONTO CATHOLIC DISTRICT SCHOOL BOARD'S RESPONSE TO THE COVID-19 PANDEMIC CRISIS – MAY 21, 2020 UPDATE

*"... take courage! Do not let your hands be weak, for your work shall be rewarded."*

*2 Chronicles 15:7*

Created, Draft	First Tabling	Review
May 14, 2020	May 21, 2020	<a href="#">Click here to enter a date.</a>

Rory McGuckin, Director of Education

Dan Koenig, Associate Director of Academic Affairs

Nick D'Avella – Superintendent of Equity, Diversity, Indigenous Education, and Community Relations

### INFORMATION REPORT

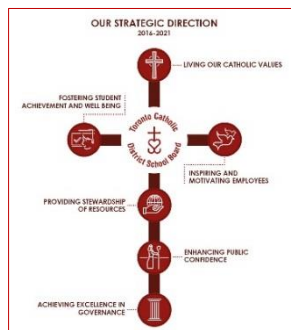
**Vision:**

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Director of Education

D. Koenig  
Associate Director  
of Academic Affairs

L. Noronha  
Associate Director of Facilities,  
Business and Community  
Development, and  
Chief Financial Officer



## A. EXECUTIVE SUMMARY

This is the third in a series of updates on the Toronto Catholic District School Board's (TCDSB) Response to the COVID-19 Pandemic Crisis. Two previous comprehensive reports, tabled on April 23 and May 7, outlined the work of Phase One (March 13 to April 5) and Phase Two (April 6 and on-going). This work focused on the TCDSB's system-wide "check and connect" strategy, the development of the TCDSB's Business Continuity Plan, and on the creation and evolution of its plan for teacher-led distance learning culminating with *A Faith Community of Believers: TCDSB's Distance Learning implementation Plan (Version 2.0)*.

The TCDSB's response to the COVID-19 crisis continues to be informed by new Ministry directions and on-going formal and informal feedback from students, parents, teachers, principals, vice-principals, and union and non-union employee groups.

As the TCDSB enters the seventh week of teacher-led distance learning, a number of points of interest to parents, students and other stakeholders has emerged. These include:

- Distance Learning,
- Staff Engagement for Community Support in the Pandemic Crisis,
- Graduation Ceremonies,
- Return to School Protocols, and
- The Status of Capital and Renewal Projects.

Recognizing the importance of these topics to its stakeholders, this brief report provides high-level information on the TCDSB's response in these areas.

*The cumulative staff time required to prepare this report was 20 hours.*

## B. PURPOSE

Focusing on the following emerging areas of interest to stakeholders, this report provides a high-level summary update on:

<b>Report Component</b>
Distance Learning,
Staff Engagement for Community Support in the Pandemic Crisis
Graduation Ceremonies,
Return to School Protocols,
The Status of Capital and Renewal Projects

## **C. BACKGROUND**

The COVID-19 pandemic crises presents unprecedented challenges for Ontario's Education System and for the TCDSB. With a commitment to sustaining faith development and an adherence to the principles of simplicity, flexibility, compassion, and equity the TCDSB has worked diligently to create and implement a distance learning plan that will ensure continuity of learning for its 90,000 students. The overarching challenge has been transitioning from a face-to-face education system to a virtual, teacher-led distance learning mode of curriculum delivery and assessment.

In the new distance learning environment, the TCDSB is committed to adopting a system-wide learning stance for continuous improvement of its practices and procedures.

## **D. EVIDENCE/RESEARCH/ANALYSIS**

### **Distance Learning Update**

The TCDSB continues to support teachers, principals, and support staff in enhancing their efficacy in a broad range of Distance Learning modalities.

#### **Support for Staff**

- a. Multiple Staff professional learning sessions continue to be offered daily.
- b. Over 120 sessions have been offered by Central Resource Teachers since April 2<sup>nd</sup>, to support staff in distance learning. Topics have included: using distance learning tools effectively (Google Classroom, Brightspace, G Suite, Google Meet, Screencastify for prerecorded video, etc.) and various

curriculum, grade or divisional topics (i.e., and numeracy by division, grade specific learning series, etc.)

- c. TCDSB DRAFT Video Guidelines continue to be reviewed. Minor updates were made with feedback from staff.
- d. Video Guidelines were updated to include: Staff video tutorials on the use of Google Meet for video conferencing, template letters and slide decks for teachers to use to put proper participation protocols in place related to online behaviour during video conferences for those staff and students choosing to participate.

### **Support for Parents**

- e. Parent webinars on TCDSB DRAFT Video Guidelines and Use of Google Meet have been provided. These virtual sessions have been attended by 704 and 446 parents over the two days.

### **Staff Engagement for Community Support in the Pandemic Crisis**

An outstanding example of staff engagement for community support during pandemic crisis is the *Personal Protective Equipment (PPE) Project*.

- a. The PPE Drive (<https://theppedrive.com/>) was initiated by Michael Garron Hospital and Shawn Lim of Botcamp to create a 3D print file that allowed for quickly reproducible Personal Protection Equipment.
- b. Many of our schools have 3D printers, and staff were invited to produce large and small headgear, and ear savers for distribution to health care facilities. Staff were provided with the files, filament (printing material), the printers, and have been in production since mid-April 2020.
- c. Depending on the 3D printer and complexity of the file, prints require between 30 and 60 minutes each. Multiple objects per print can be done as well.

## Graduation Ceremonies

The TCDSB values graduation ceremonies as important milestones for our students and their families. They are the ceremonial culmination of a learning journey and a celebration of academic, athletic, personal, and spiritual growth. Just as importantly, they mark the beginning of a new phase of life-long learning filled with promise and hope.

The TCDSB encourages all schools to host ceremonies that acknowledge and celebrate the successes and accomplishments of students. These celebrations will need to occur in the virtual environment at this time. Subject to health and safety limitations and directions from public health authorities, traditional celebrations may occur at later date. Whether in the virtual or physical environment, the TCDSB will be sharing a *Special Consent Template and Guidelines* to support local decisions on the manner in which graduation celebrations may be facilitated.

## Return to School Protocols

On May 19, 2020, the Minister of Education announced that Ontario schools will remain closed until the end of the academic year. The minister also indicated that by the end of June, the Ministry would unveil its plan for the reopening of schools when it is deemed safe.

The TCDSB will continue to develop its plans and protocols with a focus on the unique needs of its community while aligning its approach with that of Ministry of Education.

In the May 7, 2020 update, the committee was continuing to address ongoing business continuity planning and compiling data required to assess Return to School scenarios.

- a. Academic staff have reviewed best practices from various sources (other boards and countries) in order to create a framework for learning that includes required social distancing, synchronous learning, instructional requirements, break times (recess) and transportation.
- b. Planning is dependent on Ministry directives, advice, and protocols of local public health agencies and remains fluid to adapt to the changing environment.

- c. Custodial and Maintenance staff will return to a full day schedule (7:00 am to 4:00 pm) effective May 20, 2020 to accommodate resumption of Renewal, Maintenance and Capital activities on site and to ensure facilities remain clean and ready for student occupancy when the need arises.
- d. Review of PPE supplies continues and is reported to the Ministry weekly. Environmental Services continues to stockpile PPE in anticipation of need for a Return to School.

## **Status of Capital and Renewal Projects**

In the previous report on May 7, it was noted that the City of Toronto was not accepting new Site Plan Approval or Building Permit applications and the known and potential impacts on Capital and Renewal projects were noted.

Trustees approved a motion to send a letter to the Mayor requesting that school projects be prioritized for acceptance of submissions.

In the verbal update provided at the May 7 Board meeting, it was advised that restrictions on school construction were lifted on May 4.

- a. On May 11, 2020, the City of Toronto advised that new Site Plan Approval and Building Permit applications are now being accepted.
- b. At this time, Building Permit applications submitted after March 16 are not being reviewed. The City is reviewing resources and is expected to announce timelines for review of new applications shortly.
- c. Since a backlog of applications is expected, a letter has been sent to the Mayor requesting that school projects be prioritized for review after other identified critical priorities.
- d. Construction has resumed for a number of Renewal projects that were underway before the school closure.
- e. Site investigations that were previously on hold due to the restrictions on construction are proceeding, allowing design work and tendering to move forward.

- f. A protocol for conducting safe bidders' meetings has been established and tenders are being issued for summer Renewal work.
- g. Appendices A and B provide summaries of Capital and Renewal project activity updates since May 1.

## **E. METRICS AND ACCOUNTABILITY**

1. The COVID-19 pandemic presents a constantly changing landscape requiring that the TCDSB be proactive, adaptable, and responsive.
2. With ongoing feedback from students, parents, teachers, unions and other employee groups, the TCDSB's teacher-led distance learning framework will evolve in order to meet new challenges resulting from the pandemic crisis.
3. With the creation of the Return to School Committee, the TCDSB will create a road map for a safe return school.
4. Using research-based practices, the aim of monitoring is to support, validate, mentor and nurture staff through the distance learning phase.
5. The senior team and school administrators will lead and learn in the virtual environment by:
  - a. checking and connecting with staff to provide professional supports validation, and affirmation of efforts;
  - b. continuing to listen and address issues and challenges articulated by staff;
  - c. supporting professional learning for improved efficacy;
  - d. providing support for mental health and well-being;
  - e. leading with an equity frame of reference; and
  - f. leading with calm, compassion, and empathy.

## **F. CONCLUDING STATEMENT**

This report is for the consideration of the Board.



REPORT TO

REGULAR BOARD

## RATIFICATION OF STUDENT TRUSTEE NOMINATION 2020-2022

*"Don't let anyone look down on you because you are young, but set an example for the believers in speech, in conduct, in love, in faith and in purity." 1 Timothy 4:12*

Please use the "New Revised Standard Version Catholic Edition" from <https://www.biblegateway.com/> for Bible quotes.

Created, Draft	First Tabling	Review
May 11, 2020	May 21, 2020	Click here to enter a date.

M. Consul, Catholic Student Leadership Resource Teacher

M. Caccamo, Superintendent of Education, Nurturing our Catholic Community, Safe Schools, Continuing Education

## RECOMMENDATION REPORT

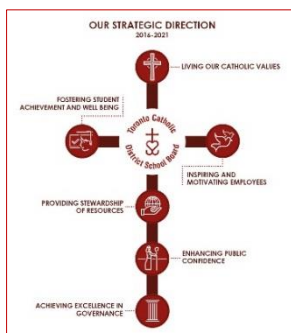
### Vision:

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D. Koenig  
Associate Director  
of Academic Affairs

L. Noronha  
Associate Director of Facilities,  
Business and Community  
Development, and  
Chief Financial Officer



## **A. EXECUTIVE SUMMARY**

As per Board policy T.02, there is an annual election process for the selection of a new Student Trustee. Policy T.02 was revised and approved by the Board of Trustees on February 19, 2015. Invitations for nominations for the position of Student Trustee were sent to all TCDSB secondary schools. Student trustees will serve two successive one-year terms.

*The cumulative staff time required to prepare this report was 3 hours.*

## **B. PURPOSE**

1. Approval of the Student Trustee appointment required under Board policy T.02, Student Trustee.

## **C. BACKGROUND**

1. A notice was sent to all secondary school Principals and Vice Principals on March 6, 2020 outlining the election process for Student Trustee.
  - a. Included in the notice was an explanation of the rights and responsibilities associated with the role of a Student Trustee.
  - b. The administration team also received an application form for a second year secondary student (grade 10) as per the policy.
2. The Student Trustee election process was outlined with Catholic Student Leadership Impact Team (CSLIT) members at the February 25, 2020 monthly general assembly meeting. More information regarding the election was shared at the April 7, 2020 online meeting and at the April 29, 2020 online meeting.
3. CSLIT uploaded a “Meet the Candidates” video on April 28, 2020. The TCDSB community was able to learn more about the candidates at the April 29, 2020 general assembly meeting.
4. A reminder was sent by e-mail on Monday, May 11, 2020 to all secondary school Principals and Vice-Principals outlining the voting process and a list of candidates for the position.

5. The term for the current Student Trustee **Taylor Dallin** ends July 31, 2020.

## **D. EVIDENCE/RESEARCH/ANALYSIS**

1. The applicant names that appeared on the ballot were:

<b>Name</b>	<b>School</b>	<b>Grade</b>
Francis Amante	St. Basil-The-Great College	10
Nicole Boye	St. Mother Teresa CA	10
Julia Rodrigues	Monsignor Percy Johnson	10
Keith Andre Baybayon	Marshall McLuhan CSS	10
Dominique Austria	Francis Libermann CHS	10
Marcos Damasceno Fonseca	Michael Power/St. Joseph	10
Serenity Bui	Bishop Marrocco/Thomas Merton	10
Eunice Song	Cardinal Carter	10

2. Student leaders from across the TCDSB met on May 19, 2020 online for their monthly CSLIT general assembly meeting.

- Following the welcome and an opening address by the CSLIT executive, each candidate gave a verbal presentation on their qualifications, experience, and goals related to the position of student trustee.
- Individual candidates participated in a question and answer session with the CSLIT membership.
- Each candidate presented a speech with a maximum length of 4 minutes.
- Each candidate was asked a series of questions. These questions were identical for each candidate. Candidates had a total of 4 minutes to answer all the questions. This was conducted through a livestream platform. Members of the general assembly were able to observe each candidate during the livestream.

- Voting was conducted using the Alternative Vote process outlined prior to the vote. The Alternative Vote method of election has voters rank candidates in order of preference. If any single candidate receives a majority of first-preference votes, that candidate is deemed elected. If no candidate clears this hurdle, the last-place candidate is eliminated and that candidate's second preferences are reapportioned to others, and so on, until a candidate clears the threshold of 50 percent of the vote plus one.
- 3. The counting of the votes will be conducted by current Student Trustees Taylor Dallin and Kathy Nguyen, and witnessed by Catholic Student Leadership Resource Teacher Michael Consul.
- 4. When the Board of Trustees ratifies the appointment of the Student Trustee elect:
  - the successful candidate will be officially notified by letter;
  - appropriate announcements will be made within the TCDSB;
  - notifications will be sent to all Student Council representatives, the Ontario Catholic Student Council Federation, and the Ontario Catholic School Trustees' Association;
  - letters of appreciation will be sent to those Student Trustee candidates who put their name forward;
  - prior to the start of their term on August 1, 2020, briefing sessions and arrangements for providing equipment to the new Student Trustees will occur;
  - the newly elected student trustee will have the opportunity to attend several Board Standing Committee meetings and regular Board meetings, prior to officially taking office as Student Trustee;
  - this appointment will allow for a transition period from May 21, 2020 to July 31, 2020.

## **E. STAFF RECOMMENDATION**

That the Board of Trustees appoint **Keith Andre Baybayon** from **Marshall McLuhan Catholic Secondary School** as Student Trustee for the term August 1, 2020 through to July 31, 2022.



REPORT TO

REGULAR BOARD

## 2020-21 GRANTS FOR STUDENT NEEDS UPDATE AND REVISED BUDGET TIME LINES

*“Dear children, let us not love with words or speech but with actions and in truth”*

**1 John 3:18**

Created, Draft	First Tabling	Review
May 21, 2020	May 21, 2020	<a href="#">Click here to enter a date.</a>
D. De Souza, Coordinator of Grant & Ministry Reporting G. Sequeira, Coordinator of Budget Services P. De Cock, Comptroller of Business Services & Finance		
<b>RECOMMENDATION REPORT</b>		

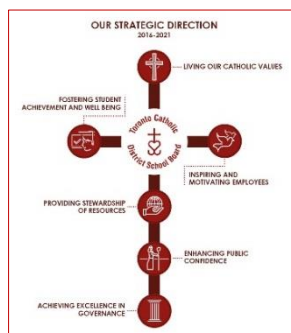
### **Vision:**

*At Toronto Catholic we transform the world through witness, faith, innovation and action.*

### **Mission:**

*The Toronto Catholic District School Board is an inclusive learning community uniting home, parish and school and rooted in the love of Christ.*

*We educate students to grow in grace and knowledge to lead lives of faith, hope and charity.*



**Rory McGuckin**  
Director of Education

**D. Koenig**  
Associate Director  
of Academic Affairs

**L. Noronha**  
Associate Director of Facilities,  
Business and Community  
Development, and  
Chief Financial Officer

## **A. EXECUTIVE SUMMARY**

1. ***The Grant for Student Needs (GSN) funding and regulations were expected to be released by the Ministry of Education (EDU) by mid to late May 2020, but have not yet been announced.*** This anticipated GSN announcement provides a first look at ongoing and new education funding investments into the education sector. The Education Funding Technical Paper and GSN Projections by Board normally accompany the announcement. The Education Financial Information System (EFIS) data and GSN calculation formulae usually follow the GSN Announcement within 1-2 weeks afterwards. None of the foregoing announcements/information have been released to date.
2. ***The late release of EFIS data by the Ministry of Education will affect the budget approval timelines previously communicated to the Board.*** Given the delay of the technical details release by the Ministry to late May at the earliest and EFIS to follow up to two weeks afterwards, staff will not be in a position to develop preliminary budget estimates in time for May 28<sup>th</sup> Board Meeting. Given that the May 28<sup>th</sup> meeting was planned specifically for the budget, staff are recommending that this meeting be cancelled and the preliminary estimates be brought to June 11<sup>th</sup> Board. Staff are also recommending that additional Special Board meeting dates be added on June 18 and June 25.
3. ***Budget Consultations conducted to date identified a need to delay the change of Bell times to September 2021.*** The onset of the COVID-19 pandemic in mid-March coincided with the planned consultation and communication period with affected school communities and affected employee groups. As a result and independent of the GSN release, this report recommends that the bell time changes originally planned for September 2020 be delayed to September 2021 in order to facilitate adequate communication with school communities and consultation with affected employee groups.

***The cumulative staff time required to prepare this report was 2 hours***

## **B. PURPOSE**

1. This report is for planning purposes in order to provide the Board of Trustees with some recommendations to revise the 2020-21 Budget Planning timelines and planned student transportation initiatives for 2020-21.

## C. BACKGROUND

1. ***The GSN announcements expected for early to mid-May have not yet been made.*** The GSN announcement and the release of the Technical paper and EFIS information is used to prepare the budget and bring to the Board for approval by June 30. This year due to the delay in the announcements the budget timelines have been impacted. Further below in this report is the suggested list of Board meeting dates that may be required in order for the budget to be approved and submitted to the EDU.
2. ***Bell time changes were meant to be communicated at mid-march of 2020.*** The issue of Bell time optimization discussed as part of the 2020-21 budget consultations identified a communications/consultation gap regarding the distribution of information materials prepared for the impacted schools. As a result, both the implementation of timing of bell time optimization and the impact of the TCDSB's COVID-19 Pandemic response upon the TCDSB Community and all stakeholders resulted in a less than ideal engagement with affected employee groups and school communities with respect to planning and responding to the proposed bell time changes.

## D. EVIDENCE/RESEARCH/ANALYSIS

1. ***Proposed Revisions to the 2020-21 Budget Planning timelines appear in the table below.***

Timeline	Activity
May 25-29	Expected GSN Announcement
June 11	GSN Summary Report submitted to Regular Board meeting
June 8-12	Expected Release of Technical Paper & EFIS
June 18	Preliminary Budget Estimates Report presented to new Special Board Meeting
June 15-18	2 <sup>nd</sup> Round of Budget Consultations with Employee Unions
June 25	Final Budget Estimates Report presented to new Special Board Meeting
June 30	Submission of 2020-21 Budget Estimates to Ministry of Education

2. ***The Ministry has indicated that they will be announcing an extension of submission deadlines.*** While an extension has not be formally communicated

by memo, staff have been informed that the Ministry will be extending the deadline past June 30<sup>th</sup> due to the delayed release of the GSNs. Staff are uncertain of the new submission date. If the Board is unable to approve the budget on the newly recommended June 25<sup>th</sup> Special Board date then it may be necessary to establish a Special Board meeting date in July to complete the approval of the budget. The Ministry has continued to indicate that the GSNs will likely be “baseline” or “flat” and staff are remaining optimistic that the budget process will not require any significant reduction decisions therefore allowing for a less controversial budget compared to the last few years.

3. ***Staff are seeking advance direction on delayed bell time optimization to immediately respond to concerns from budget consultations.*** Due to the current circumstances, the potential prudent course of action at this time is to defer the implementation of the bell time optimization until September 2021 in order to allow sufficient time to communicate with school communities and consult with affected employee groups. The Operating Contingency Reserve could fund the budget impact of \$1.6M for the 2020-21 fiscal year.

## **E. STAFF RECOMMENDATION**

That the Board of Trustees approve the following recommendations:

1. That the Regular Board meeting scheduled for May 28<sup>th</sup>, 2020 and intended for budget discussions be cancelled;
2. That the Board approve the Revised 2020-21 Budget Planning timelines appearing in Section D.3 and establish Special Board meeting dates on June 18<sup>th</sup> and 25<sup>th</sup> to discuss and approve the 2020-21 Budget Estimates;
3. That the implementation of bell time optimization be delayed until September 2021 and the fiscal impact of \$1.6M be funded by the Operating Contingency Reserve.





REPORT TO

REGULAR BOARD

## SUMMER SCHOOL 2020 FEE REDUCTION REQUEST FOR INTERNATIONAL STUDENTS

For their sake he remembered his covenant, and showed compassion according  
to the abundance of his steadfast love.

**Psalms 106:45**

Created, Draft	First Tabling	Review
May 20, 2020	May 21, 2020	
Peter Aguiar, Superintendent of Student Success and Wellbeing-Area 7 and International Education Alex Mazzucco, Program Coordinator of Continuing and International Education		
<b>RECOMMENDATION REPORT</b>		

### Vision:

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Director of Education

**D. Koenig**  
Associate Director  
of Academic Affairs

**L. Noronha**  
Associate Director of Facilities,  
Business and Community  
Development, and  
Chief Financial Officer



## **A. EXECUTIVE SUMMARY**

This report recommends that the 2020 summer school tuition fees for International Students be reduced from \$750 to \$375.

*The cumulative staff time required to prepare this report was 4 hours*

## **B. PURPOSE**

1. This report is a result of a request by the International Education Department to reduce the 2020 summer school tuition fees for International Students.

## **C. BACKGROUND**

1. The TCDSB has an enrolment of approximately 1100 International Students.
2. The tuition cost for secondary International Students is currently \$14 500 and is rising to \$16 000 in September 2020. Summer school fees are \$750 per credit.
3. The Covid-19 Pandemic deeply affected International Students by the closure of schools. Most of these students are living away from home and despite local supports, these young people are without family during a very stressful period.

## **D. ANALYSIS**

1. We anticipate many summer programs being offered that relate to closing gaps in learning, credit upgrading, enrichment and remedial offerings that will help support all of our students.
2. International students forced to stay in the country will face unanticipated costs-including extended homestay and, if enrolling in summer school, additional tuition fees.

3. Typically, 250-300 International Students enrol in Summer School. The TCDSB Continuing Education Department staff are anticipating an enrolment increase for the summer of 2020 due to the varying international travel restrictions currently in place.
4. The anticipated financial impact generated by the reduced summer school tuition fees for International students is approximately in the range of \$93,750 - \$112,500. Under normal circumstances, an average regular instructional student generates approximately \$3,500 in Grants for Student Needs based on the total instructional hours delivered in the Summer School Continuing Education Program. It is important to note, however, any one average student may only take 1 or 2 summer courses in any given school year.
5. Reducing summer school fees from \$750 to \$375 is as a sign of good faith and compassion for students and parents who, in addition to facing the stress of health concerns and family separation during COVID-19, may incur additional financial burden.

#### **E. STAFF RECOMMENDATION**

That the Board of Trustees approve a \$375 reduction of the 2020 Summer School tuition fee for International Students from \$750 to \$375.



## Procurement Award Report – Addendum 1

The following shall be **added** to the May 21, 2020, Regular Board Meeting, Agenda item **19.b Monthly Procurement Approvals** (Recommendation), Appendix A:

### Appendix A

No.	Report Name	Vendor Name(s)	Type	Description	Amount
7.	Furniture for Saint Maximilian Kolbe Catholic School Project Office RFP Award	Harkel Office Furniture Limited	New Procurement	Supply, delivery and installation of Office Furniture for SIS Project Offices located at St. Maximilian Kolbe Catholic School.	\$75,950.00



## Procurement Award Report

Report Name	Furniture for Saint Maximilian Kolbe Catholic School Project Office RFP Award
Division	ICT Services Division
SO/Executive	S. Camacho, Chief Information Officer
Initiator/Requestor	J. Brighton, Senior Project Lead – SIS Project
Report Type	New procurment award

### Tender/RFP Information

RFP/Tender #	P-019-20	Value + Net HST	\$ 75,950 plus NET HST
Term Start Date	Click or tap to enter a date.	Term End date	Click or tap to enter a date.

### Description of Goods/Service or Change

1. A Request for Proposal (RFP) was issued for the supply, delivery and installation of Office Furniture for SIS Project Offices located at St. Maximilian Kolbe Catholic School was posted on Bids & Tenders on February 21, 2020 and closed on March 13, 2020 on invitational basis based on the budget. Five (5) companies were invited and three (3) compliant bids were received from the following bidders Harkel Office Furniture Limited, Office Central Inc. and Mayhew Inc.
2. Bids submissions were evaluated by a team composed by staff from ICT Services Division and Materials Management Department, based on the following criteria in the RFP.
3. Weighted Criteria for Evaluation:  
It is the Board's intention to select the highest ranked Proponent. The Board used weighted criteria factor for evaluation as per below:

<u>Evaluation Factor</u>	<u>Score/Weighted Percentage</u>
A: Agreement to Abide	Pass/Fail
B: Compliance to General Terms	Pass/Fail
C: Price	60
D: Design	25
E: Proponent Profile	6
F: References	9
<b>Total Points</b>	<b>100</b>

## Procurement Process

Procurement Type	RFP
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	3
Name of Recommend Vendor/Bidder	Harkel Office Furniture Limited
Winning Bid Value + Net HST	\$ 75,950
Budget Source	Replacement of Furniture and Equipment - General
Budget Source approval (Report & Date)	Student Information System Corporate Services January 16, 2020
Under/Over Budget	Within approved budget

## **Formal Award Recommendation**

This report recommends that the award for the Office Furniture for SIS Project Office to be made to the highest scoring Proponent best meeting Board requirements which is Harkel Office Furniture Limited with funding to come through IO – IO – 8333999 GL 76000 (Replacement of Furniture and Equipment – General) be approved at a cost of \$75,950.00 plus net HST.



## Ontario Catholic School Trustees' Association



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[ocsta@ocsta.on.ca](mailto:ocsta@ocsta.on.ca) [www.ocsta.on.ca](http://www.ocsta.on.ca)

Beverley Eckensweiler, *President*  
Michelle Griepsma, *Vice President*  
Nick Milanetti, *Executive Director*

May 21, 2020

Joseph Martino  
Chair  
Toronto Catholic District School Board  
80 Sheppard Avenue East  
Toronto, ON M2N 6E8

Dear Joseph:

We trust that everyone is staying safe during these difficult times. We have met with your board on several occasions over the past few months to discuss your involvement in our association and believe we have had very fruitful discussions. We very much appreciated your willingness to share as well as be open to the work that we do on behalf of your board. TCDSB is a valued and integral member of the association. We had hoped to schedule a follow-up meeting to our March 4<sup>th</sup> meeting, but unfortunately the Covid-19 virus created a state of emergency preventing us to meet again in person.

We initially met during the January seminar with the Chair, Vice-Chair, and your Director along with our Association President, Past President, Vice-President and staff from OCSTA. We listened to concerns that your board had and discussed the many ways that OCSTA has worked and served on behalf of your board. We outlined the process that we went through to achieve "Stabilization Funding" for in-year transportation relief that saved your board in excess of \$6M dollars. We also highlighted our advocacy involvement with Toronto Hydro as there were plans in place for Toronto Hydro to charge your school board for inspections. Much of the advocacy work we do is very relevant to large boards and the pressures that they face. We also highlighted and thanked your staff who were very much a part of the Collective Bargaining process this year. A special thank you goes out to your Director of Education who was an integral member of our OECTA bargaining team.

On March 4<sup>th</sup> at your suggestion, we invited the three largest boards to the OCSTA office. We met with the Chair, Vice-Chair and Directors from each of those boards. We highlighted at that meeting the key role of our Association which is to "preserve and protect Catholic education" and explained the importance of having all boards engaged and supportive of the provincial advocacy agenda driven and implemented by this Association. We discussed fee structures, how they are arrived at and the per-student cost for each board. We also discussed the fairness of the membership fee structure within the context of the depth and breadth of the work that we do which encompasses: advocacy; preparation of numerous briefs (including the influential finance brief) that are submitted and presented to the Ministry of Education; participation in consultations; and contributions to policy papers on many issues that impact large boards, (e.g., Transportation, PARG's, GSN's, Special Education, and EDC's). We also highlighted the involvement that we have with your staff on a regular basis to gain insight on local needs, to address their queries and to support them in their effort to gain a provincial perspective whenever required.

We also reviewed the resolutions and the fact that they very much guide the work of the Association as many TCDSB resolutions have been acted upon by OCSTA. For example, we have established a repository of legal opinions and will make that available to our boards at their request. We will also be soliciting the membership to gather interest in obtaining legal insurance for matters that are not covered by the board, e.g., matters that occur out of the day to day operations in your role as trustees. At the upcoming AGM of June 27, the Resolution Committee will be recommending to the membership that an Ad Hoc Committee be established to specifically address Resolutions 1-20 through to and including Resolution 6-20. These resolutions address OCSTA Vote Allocations (Dufferin-Peel CDSB); OCSTA Membership Fee Structure (Toronto CDSB); Amendment to OCSTA By-Law relating to Class Membership and Criteria for Determining Regions and Representation (Halton CDSB); Amendments to the “Amended and Restated By-law Number 2019-01, A By-law Relating Generally to the Conduct of Its Affairs (“OCSTA By-Law”) (Halton CDSB); Association Name Change (Toronto CDSB) and Term Limit for Regional Directors (Waterloo CDSB). These resolutions all deal with the governance structure of OCSTA. We will have representation from large boards on this Ad Hoc Committee.

We are aware that boards are building school budgets in the absence of the release of GSNs and we want to ensure you that if there is a reduction in school board funding OCSTA would correspondingly alter the fee structure in recognition of the financial pressure boards would be facing and support our members in getting through these difficult times. The resources that we have from membership dues are directed to targeted advocacy efforts, driven by decisions made by trustees to serve the best interests of all members. Recently we were successful as Intervenor in the “Theodore Case” in Saskatchewan — a hallmark decision that had it not been successful could have negatively impacted publicly funded Catholic education in Ontario. We were able to support such important legal advocacy, on behalf of the 29 Catholic boards in this province, because of the membership fees collected for these very reasons.

This year marked our 90<sup>th</sup> anniversary as an association and we have been successful in preserving and protecting Catholic education from the challenges that we have had to face. One of the biggest reasons is that we are unified and strident in facing those challenges together. Catholic education has benefitted millions of Catholic school graduates over those 90 years and we would hope to continue this legacy together, unified and strong recognizing the great many pioneers of Catholic education upon whose shoulders this system is built.

Sincerely,



Nick Milanetti  
Executive Director

cc: Beverley Eckensweiler, OCSTA President  
Rory McGuckin, Director of Education, TCDSB





## Ontario Catholic School Trustees' Association



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Beverley Eckensweiler, *President*  
Michelle Griepsma, *Vice President*  
Nick Milanetti, *Executive Director*

May 15, 2020

**TO:** Chairs and Directors of Education  
- Catholic District School Boards

**FROM:** Patrick Daly, Chair, Labour Relations Committee

**RE:** Continuity of Learning

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As we continue to navigate the on-going school closures due to COVID19, we know that school boards have been engaging with CPIC, SEACs and their local union leadership on a variety of issues. Recently, the Minister of Education released a memorandum to school boards that dealt with, among other things, the Ministry's views with respect to synchronous learning.

We know that Catholic boards have been engaged in on-going dialogue with their local teacher units on distance learning more generally, and, in many instances, synchronous learning specifically. OCSTA has also been engaged in constructive dialogue with OECTA at the provincial level. We encourage all boards to continue to engage in early and meaningful consultation with their local OECTA units and we too will continue to engage in dialogue for the betterment of our Catholic system during these challenging circumstances.

With respect to synchronous learning, there are a number of relevant considerations that OECTA provincial has highlighted as concerns at both the provincial and local level. OECTA has clearly and publically expressed opposition to mandated synchronous learning. We know that many teachers are already engaging in various forms of synchronous learning and have made great efforts to incorporate excellent practices into their distance learning. We further appreciate that there may be circumstances where synchronous learning is not possible for each and every teacher, student or family. We also, however, understand the importance of encouraging and supporting Catholic teachers to engage in synchronous learning, ensuring flexibility of instruction for students to allow them to have direct, in-the-moment interaction with their teacher to receive instruction and assessment/evaluation in an authentic and timely manner. This need not be prescriptive and can be delivered in any number of modalities (including for example live email chats, telephone calls, small group engagement, audio and video lessons), which may vary board by board, all consistent with the exercise of a teacher's professional judgment in

assessing what is best for his or her students. Regardless of the form of synchronous learning, key is seeking to engage the student in interaction with teacher and peers, to continue to foster a sense of our Catholic community.

Based on discussions with OECTA provincial, the following considerations should be reviewed by boards as our system continues to encourage greater engagement in synchronous learning in order to provide the best learning experience possible for our students in spite of the closure:

1. Potential for Inappropriate Behaviours/College of Teacher Complaints – on-line, or other synchronous learning platforms, provide a reduced ability for teachers to exercise control within their “classroom”. While many boards have provided expectations for parents and students participating in synchronous learning, teachers are not able to mitigate behaviours from participants, or external third parties, as effectively as they could in an in-person classroom. Accordingly, in addition to creating clear expectations for students and parents, boards should exercise a greater degree of caution when conducting investigations with respect to any parental complaints received regarding alleged behaviours exhibited in a synchronous environment. Existing board policies and procedures that contain codes of conduct and safeguards with respect to complaints and investigations continue to be applicable. It is further recommended that prior to any complaint being forwarded to the College of Teachers, board officials engage in a thorough investigation and, should it be deemed necessary to forward the complaint to the College of Teachers, the local unit be advised prior to the matter being forwarded.
2. Protection of Privacy – for both teachers and students synchronous learning may result in an infringement of privacy. Boards should clearly indicate which platforms are approved for synchronous learning and should, where applicable, provide appropriate licensing for use of these platforms. By way of example, while the popular on-line platform “Zoom” provides a free version of the software, it has been reported this free version is more prone to privacy breaches and what is colloquially known as “zoom-bombing”. Teachers should also be advised to utilize board-issued emails rather than personal ones and should be provided information on best practices for keeping their own personal information, as well as their on-line classroom, safe.
3. Equipment/Technology – some teachers may require access to technology to allow them to engage in approved synchronous learning platforms. While we know that many boards have already surveyed and provided both teachers and students with devices where these have been requested, consideration should be given to any additional needs as engagement with synchronous learning increases.
4. Accommodations – certain families may not want their children to engage in synchronous learning. Similarly, some teachers may find it particularly challenging to engage in synchronous learning as a result of family obligations. School boards are encouraged to work with administrators and teachers to provide supports for teachers who may not be comfortable engaging in a synchronous environment, as well as for those teachers whose family obligations may make it extremely difficult to do so. In some cases, accommodations to expectations with respect to synchronous learning may need to be tailored to reflect the reality of a particular teacher. While we know that teachers have been supporting one another throughout distance learning and that some teachers may agree to engage in “team-teaching” or some other form of joint curriculum delivery, certain collective agreement provisions may prohibit such practices without appropriate consultation and agreement.

5. Professional Development/Supports – school boards have been providing a vast amount of supports and professional development for teachers to enhance their knowledge and comfort with a variety of synchronous learning platforms. In addition many boards have offered sessions focused on assisting parents in understanding and facilitating distance learning for their children. Boards are encouraged to continue in these practices to assist in transitioning to greater engagement in synchronous learning for those teachers who are able.
6. Flexibility – no “one-size-fits-all” approach to synchronous learning will be right for each and every teacher or student. Synchronous learning is one manner of delivering instruction among many. Teachers, with the support of their board and administrators, are well positioned to assess what modalities will work well for their students and what mix of synchronous and asynchronous instruction will be effective.

We appreciate all the work and effort that trustees, board officials, administrators, teachers, education workers and local union leadership are undertaking to continuously improve the delivery of distance education to our students. We know what outstanding collaboration has taken place at the local level under very challenging circumstances for all involved. Please know that we continue to keep you and your boards, students and staff in our prayers.