

# TORONTO CATHOLIC DISTRICT SCHOOL BOARD REGULAR MEETING Public Session

## AGENDA October 21, 2021

**Joseph Martino, Chair**  
Trustee Ward 1

**Nancy Crawford, Vice Chair**  
Trustee Ward 12

**Frank D'Amico**  
Trustee Ward 6

**Markus de Domenico**  
Trustee Ward 2

**Daniel Di Giorgio**  
Trustee Ward 10

**Normal Di Pasquale**  
Trustee Ward 9

**Keith Baybayon**  
Student Trustee

**Michael Del Grande**  
Trustee Ward 7

**Angela Kennedy**  
Trustee Ward 11

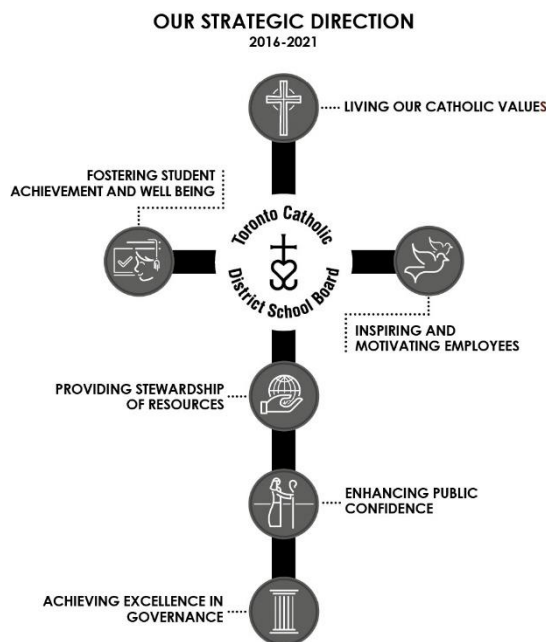
**Ida Li Preti**  
Trustee Ward 3

**Teresa Lubinski**  
Trustee Ward 4

**Maria Rizzo**  
Trustee Ward 5

**Garry Tanuan**  
Trustee Ward 8

**Stephanie De Castro**  
Student Trustee



### 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.*

### VISION

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

**Recording Secretary: Sophia Harris, 416-222-8282 Ext. 2293**

**Assistant Recording Secretary: Skeeter Hinds-Barnett, 416-222-8282 Ext. 2298**

**Assistant Recording Secretary: Sarah Pellegrini, 416-222-8282 Ext. 2207**

**Dr. Brendan Browne**  
Director of Education

**Joseph Martino**  
Chair of the Board

## **LAND ACKNOWLEDGEMENT**

Out of our deep respect for Indigenous peoples in Canada, we acknowledge that all Toronto Catholic District School Board properties are situated upon traditional territories of the Anishinabek (a-ni-shna-bek), the Haudenosaunee (hoh-Dee-noh-Shoh-nee) Confederacy, and the Wendat peoples. We also acknowledge the land covered by Treaty 13 is held by the Mississaugas of the Credit First Nation and Toronto is subject to The Dish with One Spoon covenant. We also recognize the contributions and enduring presence of all First Nations, Métis, and Inuit peoples in Ontario and the rest of Canada.

### **La Reconnaissance du Territoire**

Nous témoignons du plus grand respect pour les Peuples autochtones au Canada et nous avons à cœur de souligner que tous les immeubles du Toronto Catholic District School Board sont situés sur les terres traditionnelles de la Nation Anishinabek, de la Confédération de Haudenosaunee et des Wendats. Il est également important de noter que le territoire visé par le Traité 13 est celui des Mississaugas de la Première Nation Credit et que celui de Toronto est protégé par l'accord d'« un plat à une cuillère ». Nous tenons également à rappeler la présence pérenne et l'importance des contributions des Premières Nations, des Metis et des Inuits en Ontario, et dans tout le Canada.



**AGENDA  
REGULAR MEETING  
OF THE  
TORONTO CATHOLIC DISTRICT SCHOOL BOARD  
PUBLIC SESSION**

Joseph Martino, Chair

Nancy Crawford, Vice Chair

Thursday, October 21, 2021

7:00 P.M.

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	Pages
1. Call to Order	
2. Memorials and Opening Prayer	
3. Land Acknowledgement	
4. Singing of O Canada	
5. Roll Call and Apologies	
6. Approval of the Agenda	
7. Reports from Private Session	
8. Declarations of Interest	
9. Approval and Signing of Minutes of the Previous Meetings	
9.a. Special Board (Student Achievement) Held September 2, 2021	1 - 4
9.b. Special Board (Corporate Services) Held September 9, 2021	5 - 8
9.c. Regular Board Held September 16, 2021	9 - 45

<b>10. Presentations</b>	
10.a. From the Chair of the Board - Nil	
10.b. From the Director of Education	46 - 47
10.c. From the Student Trustee(s)	48 - 51
10.d. Toronto Public Health - Dr Vinita Dubey, Associate Medical Officer of Health and Nicole Welch, Director, COVID-19 Liaison	
<b>11. Delegations</b>	
<b>12. Consideration of Motions for which previous notice has been given</b>	
<b>13. Consent and Review</b>	
<b>14. Unfinished Business from Previous Meetings</b>	
<b>15. Matters recommended by Standing Committees of the Board</b>	
<b>16. Matters referred/deferred from Committees/Board</b>	
<b>17. Reports of Officials for the Information of the Board of Trustees</b>	
<u>From the September 16, 2021 Regular Board Meeting</u>	
17.a. Annual Report 2020-2021: Communications and Community Engagement (Held by Trustee Rizzo)	52 - 88
17.b. Voices that Challenge 2021 Catholic Student Leadership Impact Team (CSLIT) - Inspiring Active Citizenship in Catholic Education	89 - 103
17.c. H.M.33 Acceptance of Hospitality and Gifts Policy Metric 2020-2021	104 - 106
<b>18. Reports of Officials Requiring Action of the Board of Trustees</b>	
<u>From the September 16, 2021 Regular Board Meeting</u>	
18.a. From the Governance and Policy Committee: Update to Policy on Electronic Participation in Meetings of the Board, Committees of the	107 - 117

**Board and the Committee of the Whole Board Policy T.19 (Held by  
Trustee Del Grande)**

- |       |  |           |
|-------|--|-----------|
| 18.b. | <b>From the Governance and Policy Committee: Update to Operational Procedures on Selection Process for Community and Parent/Guardian Membership on Advisory/Ad Hoc Committees (Held by Trustee Crawford)</b> | 118 - 122 |
| 18.c. | <b>From the Governance and Policy Committee: Legal Counsel Policy A.12 (Held by Trustee Rizzo)</b>   | 123 - 128 |
| 18.d. | <b>From the Governance and Policy Committee: Trustee Pregnancy and Parental Leave Policy T.21 (New)</b>  | 129 - 135 |
| 18.e. | <b>From the Governance and Policy Committee: Offering of Hospitality and Gifts Policy</b>  | 136 - 141 |
| 18.f. | <b>From the Governance and Policy Committee: Credit and Purchase Cards Policy</b>  | 142 - 146 |
| 18.g. | <b>From the Governance and Policy Committee: Rescindment of Policy on Parking - Church Use B.G.05</b>  | 147 - 150 |
| 19.   | <b>Reports from External Committees / Organizations</b>  |           |
| 20.   | <b>Inquiries and Miscellaneous</b>   |           |
|       | <u>From the September 16, 2021 Regular Board Meeting</u>   |           |
| 20.a. | <b>From Trustee Rizzo regarding Overdue Grades 4 and 5 Assessments</b>   |           |
| 20.b. | <b>From Trustee Rizzo regarding Period Poverty and Student Achievement</b>   |           |
| 20.c. | <b>From Trustee Del Grande regarding Otis-Lennon School Ability Tests (OLSAT)</b>  |           |
| 20.d. | <b>From Trustee de Domenico regarding St. Anne Catholic Academy, School of Virtual Learning Concerns (No Trustees, No Parent Council)</b>  |           |
| 20.e. | <b>From Trustee Li Preti regarding Special Education Services at St. Anne Catholic Academy, School of Virtual Learning</b>   |           |

21.	Updating of Pending Lists	
21.a.	Master Pending List and Rolling Calendar	151 - 153
21.b.	Annual Report	154 - 158
22.	Closing Prayer	
23.	Adjournment	

### OUR MISSION

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

### OUR VISION

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through witness, faith, innovation and action.*



## **MINUTES OF THE SPECIAL MEETING OF THE TORONTO CATHOLIC DISTRICT SCHOOL BOARD**

**HELD THURSDAY, SEPTEMBER 2, 2021**

### **STUDENT ACHIEVEMENT**

#### **PRESENT:**

##### **Trustees:**

G. Tanuan, Chair, In Person  
T. Lubinski, Vice-Chair - Virtual  
N. Crawford  
F. D'Amico - Virtual  
M. de Domenico  
M. Del Grande - Virtual  
D. Di Giorgio  
A. Kennedy  
I. Li Preti - Virtual  
J. Martino  
M. Rizzo - Virtual

##### **Student Trustees:**

K. Baybayon  
S. De Castro

##### **Staff:**

B. Browne  
D. Boyce  
A. Della Mora  
S. Camacho  
P. Aguiar  
A. Bria  
M. Caccamo  
S. Camacho  
D. Chen

F. Cifelli  
L. DiMarco  
K. Dixon  
C. Fernandes  
L. Latham  
M. Loberto  
P. Matthews  
M. Meehan  
R. Peterson  
R. Putnam  
S. Vlahos  
J. Wujek

S. Harris, Recording Secretary  
S. Pellegrini, Assistant Recording Secretary

**External Guest:** A. Robertson, Parliamentarian

## **8. Declarations of Interest**

In PRIVATE Session, there were none.

In PUBLIC Session, Trustees Del Grande, Kennedy and Rizzo declared an interest in Item 17a) Report from the Governance and Policy Committee: Fair Practice in Hiring and Promotion H.M.40 as they have family members who are employees of the Board.

Trustees Del Grande, Kennedy and Rizzo recused themselves from the virtual room and horseshoe respectively and did not participate in discussions regarding that Item nor vote.

The Items dealt with at the Student Achievement and Well-Being, Catholic Education and Human Resources Committee Meeting in PRIVATE and PUBLIC Sessions were deemed presented.



MOVED by Trustee Tanuan, seconded by Trustee D’Amico, that all Items discussed in PRIVATE and PUBLIC Sessions be approved.

Results of the Vote taken, as follows:

**In Favour**

**Opposed**

Trustees Crawford  
D’Amico  
de Domenico  
Del Grande  
Di Giorgio  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

The Motion was declared

CARRIED

Student Trustees Baybayon and De Castro wished to be recorded as voted in favour.

MOVED by Trustee Kennedy, seconded by Trustee Del Grande, that the meeting resolve back into Student Achievement and Well-Being, Catholic Education and Human Resources Committee.

Results of the Vote taken, as follows:

**In Favour**

**Opposed**

Trustees Crawford  
D'Amico  
de Domenico  
Del Grande  
Di Giorgio  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

The Motion was declared

CARRIED

Student Trustees Baybayon and De Castro wished to be recorded as voted in favour.

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SECRETARY

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CHAIR

## **OUR MISSION**

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# **MINUTES OF THE SPECIAL MEETING OF THE TORONTO CATHOLIC DISTRICT SCHOOL BOARD**

**HELD THURSDAY, SEPTEMBER 9, 2021**

## **Corporate Services**

### **PRESENT:**

#### **Trustees:**

A. Kennedy, Chair  
I. Li Preti, Acting Vice Chair  
N. Crawford  
F. D'Amico - Virtual  
M. de Domenico  
M. Del Grande - Virtual  
T. Lubinski  
J. Martino  
M. Rizzo - Virtual  
G. Tanuan

#### **Student Trustees:**

K. Baybayon  
S. De Castro

#### **Staff:**

B. Browne  
D. Boyce  
A. Della Mora  
S. Camacho  
A. Bria  
S. Campbell  
K. Dixon  
M. Farrell  
C. Fernandes

M. Loberto  
P. Matthews  
R. Putnam  
S. Vlahos  
J. Wujek

S. Harris, Recording Secretary  
S. Hinds-Barnett, Assistant Recording Secretary

**External Guests:** A. Robertson, Parliamentarian  
K. Hodgkinson - General Manager, Toronto Student  
Transportation Group (For Item 17f)

## **5. Roll Call and Apologies**

Trustees Di Giorgio and Di Pasquale were absent.

## **8. Declarations of Interest**

Trustees Del Grande and Kennedy declared an interest in the following Items as they have family members who are employees of the Board:

- 17a) Return to School 2021-22 – Trustee Del Grande;
- 17c) 2020-21 Financial Status Update Report #3 - Trustee Kennedy; and
- 17d) 2021-2022 Budget Update - Trustee Kennedy

Trustees Del Grande and Kennedy did not participate in discussions regarding those Items nor vote.

The Items dealt with at the Corporate Services, Strategic Planning and Property Committee Meeting in PUBLIC Session were deemed presented.

MOVED by Trustee Kennedy, seconded by Trustee Li Preti, that the Items discussed in PUBLIC Session be approved.

Results of the Vote taken, as follows:

**In favour**

**Opposed**

Trustees Crawford  
D'Amico  
de Domenico  
Del Grande  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

The Motion was declared

CARRIED

Student Trustees Baybayon and De Castro wished to be recorded as voted in favour.

MOVED by Trustee Tanuan, seconded by Trustee de Domenico, that the meeting resolve back into Corporate Services, Strategic Planning and Property Committee meeting.

Results of the Vote taken, as follows:

**In favour**

**Opposed**

Trustees Crawford  
D'Amico  
de Domenico  
Del Grande  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

The Motion was declared

CARRIED

Student Trustees Baybayon and De Castro wished to be recorded as voted in favour.

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SECRETARY

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CHAIR

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# **MINUTES OF THE REGULAR MEETING OF THE TORONTO CATHOLIC DISTRICT SCHOOL BOARD PUBLIC SESSION**

**HELD THURSDAY, SEPTEMBER 16, 2021**

## **PRESENT:**

### **Trustees:**

J. Martino, Chair  
N. Crawford, Vice Chair  
F. D'Amico - Virtual  
M. de Domenico  
M. Del Grande - Virtual  
D. Di Giorgio - Virtual  
A. Kennedy  
I. Li Preti - Virtual  
T. Lubinski - Virtual  
M. Rizzo - Virtual  
G. Tanuan

### **Student Trustees:**

K. Baybayon  
S. De Castro

### **Staff:**

B. Browne  
D. Boyce  
A. Della Mora  
S. Camacho  
P. Aguiar  
A. Bria  
M. Caccamo  
S. Campbell

D. Chen  
F. Cifelli  
L. DiMarco  
K. Dixon  
M. Farrell  
C. Fernandes  
G. Iuliano Marrello  
L. Latham  
M. Loberto  
P. Matthews  
M. Meehan  
R. Peterson  
R. Putnam  
S. Vlahos  
J. Wujek

S. Harris, Recording Secretary  
S. Pellegrini, Assistant Recording Secretary

**External Guest:** A. Robertson, Parliamentarian

**5. Roll Call and Apologies**

Trustee Di Pasquale was absent.

**6. Approval of the Agenda**

MOVED by Trustee Lubinski, seconded by Trustee Tanuan, that the Agenda, as amended to include the Addendum, be approved.

Trustee Di Giorgio left the horseshoe at 7:18 pm and returned at 7:19 pm.

MOVED in AMENDMENT by Trustee Tanuan, seconded by Trustee Crawford, that Item 20i) Recommendation for a Trustee Representative to



the Toronto Region Conservation Authority (TRCA) and Natural Science and Education Committee (NSEC) be added to the Addendum.

MOVED in AMENDMENT by Trustee Rizzo, seconded by Trustee Tanuan, that Items 23a) and 23b) Inquiries from Trustee Rizzo regarding Overdue Grades 4 and 5 Assessments, and Period Poverty and Student Achievement respectively be added to the Addendum.

Results of the Vote taken on the AMENDMENT regarding Item 20i), as follows:

**In Favour**

**Opposed**

Trustees Crawford  
D'Amico  
de Domenico  
Del Grande  
Di Giorgio  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

The AMENDMENT was declared

CARRIED

Student Trustees Baybayon and De Castro wished to be recorded as voted in favour.

Results of the Vote taken on the AMENDMENT regarding Items 23a) and 23b), as follows:

**In Favour**

**Opposed**

Trustees Crawford  
D'Amico  
de Domenico  
Del Grande  
Di Giorgio  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

The AMENDMENT was declared

CARRIED

Student Trustees Baybayon and De Castro wished to be recorded as voted in favour.

MOVED in AMENDMENT by Trustee Del Grande, seconded by Trustee Lubinski, that Item 23c) Inquiry from Trustee Del Grande regarding Testing for Otis-Lennon School Ability Test (OLSAT) be added to the Addendum.

Results of the Vote taken on the AMENDMENT regarding Item 23c), as follows:

**In Favour**

**Opposed**

Trustees Crawford  
D'Amico

de Domenico  
Del Grande  
Di Giorgio  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

The AMENDMENT was declared

CARRIED

Student Trustees Baybayon and De Castro wished to be recorded as voted in favour.

MOVED in AMENDMENT by Lubinski, seconded by Trustee Del Grande, that Item 20j) Recommendation for National Truth and Reconciliation Day, September 30, 2021 be added to the Addendum.

Trustee Kennedy challenged the Chair for ordering the Item, Recommendation for National Truth and Reconciliation Day, September 30, 2021, as 20j).

Results of the Vote taken on the Chair's Ruling, as follows:

**In Favour**

Trustees Crawford  
D'Amico  
Del Grande  
Di Giorgio  
Li Preti  
Lubinski

**Opposed**

de Domenico  
Kennedy  
Rizzo

Martino  
Tanuan

The Chair's Ruling was upheld.

Student Trustees Baybayon and De Castro wished to be recorded as voted in favour.

Results of the Vote taken on the AMENDMENT regarding Item 20j), as follows:

**In Favour**

Trustees Crawford  
D'Amico  
Del Grande  
Di Giorgio  
Kennedy  
Li Preti  
Lubinski  
Martino  
Tanuan

**Opposed**

de Domenico  
Rizzo

The AMENDMENT was declared

CARRIED

Student Trustees Baybayon and De Castro wished to be recorded as voted in favour.

MOVED in AMENDMENT by Trustee de Domenico, seconded by Trustee Kennedy, that Item 23d) Inquiry from Trustee de Domenico regarding St. Anne Catholic Academy, School of Virtual Learning Concerns pertaining to lack of Trustees and Parent Council be added to the Addendum.

Results of the Vote taken on the AMENDMENT regarding Item 23d), as follows:

**In Favour**

**Opposed**

Trustees Crawford  
D'Amico  
de Domenico  
Del Grande  
Di Giorgio  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tantuan

The AMENDMENT was declared

CARRIED

Student Trustees Baybayon and De Castro wished to be recorded as voted in favour.

MOVED in AMENDMENT by Trustee Li Preti, seconded by Trustee Crawford, that Item 23e) Inquiry from Trustee Li Preti regarding Special Education Services at St. Anne Catholic Academy, School of Virtual Learning be added to the Addendum.

Results of the Vote taken on the AMENDMENT regarding Item 23e), as follows:

**In Favour**

**Opposed**

Trustees Crawford  
D'Amico  
de Domenico  
Del Grande  
Di Giorgio  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

The AMENDMENT was declared

CARRIED

Student Trustees Baybayon and De Castro wished to be recorded as voted in favour.

MOVED in AMENDMENT by Trustee Rizzo, seconded by Trustee Di Giorgio, that the provision in the Delegation and Public Participation Policy T.14 regarding registration timeline be waived to allow Item 12a) Delegation from Deborah Nightingale regarding Testing for OLSAT to be added to the Addendum.

Results of the Vote taken on the AMENDMENT regarding Item 12a), as follows:

**In Favour**

**Opposed**

Trustees D'Amico  
de Domenico  
Di Giorgio  
Li Preti  
Rizzo  
Tanuan

Crawford  
Del Grande  
Kennedy  
Lubinski  
Martino

The AMENDMENT was declared

CARRIED

Student Trustees Baybayon and De Castro wished to be recorded as voted in favour.

Results of the Vote taken on the Agenda, as amended, as follows:

**In Favour**

**Opposed**

Trustees Crawford  
D'Amico  
de Domenico  
Del Grande  
Di Giorgio  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

The Agenda, as amended, was declared

CARRIED

Student Trustees Baybayon and De Castro wished to be recorded as voted in favour.

**7. Reports from Private Session.**

MOVED by Trustee Crawford, seconded by Trustee Kennedy, that the following reports from PRIVATE Session be received:

- a) Approved Minutes of August 19, 2021 Regular Board Meeting and August 31, 2021 Special Board Meeting;
- b) Received information on the appointment of Superintendent, Capital Development and Asset Renewal;
- c) Received a verbal update on a school-related matter;
- d) Received a verbal update from the Director of Education regarding St. Anne Catholic Academy, School of Virtual Learning;
- e) Approved membership on the African Canadian Advisory Committee; and
- f) Received an inquiry on the appointment of external Audit Committee members



Results of the Vote taken, as follows:

**In Favour**

**Opposed**

Trustees Crawford  
D'Amico  
de Domenico  
Del Grande  
Di Giorgio  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

The Motion was declared

CARRIED

Student Trustees Baybayon and De Castro wished to be recorded as voted in favour.

**9. Declarations of Interest**

There were none.

**10. Approval and Signing of Minutes of the Previous Meetings**

MOVED by Trustee Del Grande, seconded by Trustee Kennedy, that Items 10a) and 10b) be adopted as follows:

**10a) Regular Board Held August 19, 2021** approved; and

**10b) Special Board Held August 31, 2021** approved.

Results of the Vote taken, as follows:

**In Favour**

**Opposed**

Trustees Crawford  
D'Amico  
de Domenico  
Di Giorgio  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

Del Grande

The Motion was declared

CARRIED

Student Trustees Baybayon and De Castro wished to be recorded as voted in favour.

**11. Presentations**

MOVED by Trustee de Domenico, seconded by Trustee Rizzo, that Items 11a), 11b), and 11c) be adopted as follows:

**11a) From the Chair of the Board** received;

**11b) From the Director of Education** received; and

**11c) From the Student Trustees** received.

The Motion was declared

CARRIED

## **12. Delegations**

MOVED by Trustee Rizzo, seconded by Trustee de Domenico, that Item 12a) be adopted as follows:

- 12a) Deborah Nightingale regarding Testing for OLSAT** received and referred to Staff.

Results of the Vote taken, as follows:

### **In Favour**

### **Opposed**

Trustees Crawford  
D'Amico  
de Domenico  
Del Grande  
Di Giorgio  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanan

The Motion was declared

CARRIED

Student Trustees Baybayon and De Castro wished to be recorded as voted in favour.

**13. Consideration of Motions for which Previous Notice Has Been Given**

MOVED by Trustee de Domenico, seconded by Trustee Tanuan, that Item 13a) be adopted as follows:

**13a) From Trustee de Domenico regarding Request from the Ministry of Education for Provincial Menstrual Funding:**

WHEREAS: The Toronto Catholic District School Board (TCDSB) had unanimously passed a motion during the November 14, 2020 Corporate Services, Strategic Planning and Property Committee Meeting to provide free menstrual products in all TCDSB schools;

WHEREAS: The Board has been unable to provide free menstrual products for our secondary and elementary schools, due to the lack of funding;

WHEREAS: The return to school plan released by the Ministry of Education has committed to having students attend in-person every single day, and the need for menstrual products are higher than ever;

WHEREAS: Lack of access due to the economic factors that impact girls and women around the world has worsened with the pandemic, as many families lost jobs and are unable to pay their financial dues;

WHEREAS: The Toronto District School Board sent a letter to Ontario Education Minister Stephen Lecce asking for funding for free menstrual products in all schools in the province; and

WHEREAS: Other school Boards, such as Waterloo Region District School Board and York Region District School Board have also expressed their support in the Toronto Youth Cabinet's call for free menstrual products in all Ontario school Boards.

BE IT RESOLVED THAT: The Chair of the Board send a letter to the Ministry of Education to request provincial funding in order to provide free menstrual products in all schools within the province.

MOVED in AMENDMENT by Trustee Rizzo, seconded by Trustee de Domenico, that this be referred to Staff for a report on:

- a) Exploring and obtaining partnerships for sanitary products for TCDSB students;
- b) Update on implementation of providing free sanitary products in TCDSB elementary and secondary schools;
- c) Options on funding sanitary products in TCDSB schools in interim (this year) if no Government funding or supplier funding is available;
- d) Providing information to students about periods, period products, and other practical elements of managing their period such as tracking and knowing when and who to reach out to for assistance;
- e) Methods to eliminate the “gatekeeper” in accessing menstrual products in schools; and
- f) Professional development on Period Poverty; and

That a request to the Angel Foundation to consider supporting Period Poverty for TCDSB low-income students be made;

That options for funding menstrual products this year be provided as soon as possible; and

That a line for the funding of menstrual products be included in future budgets.

Trustee Del Grande left the virtual room at 8:35 pm.

Results of the Vote taken on the AMENDMENT, as follows:

**In Favour**

**Opposed**

Trustees Crawford  
D'Amico  
de Domenico  
Di Giorgio  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

The AMENDMENT was declared

CARRIED

Student Trustees Baybayon and De Castro wished to be recorded as voted in favour.

Results of the Vote taken on the Motion, as amended, as follows:

**In Favour**

**Opposed**

Trustees Crawford  
D'Amico  
de Domenico  
Di Giorgio  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

The Motion, as amended, was declared

CARRIED

Student Trustees Baybayon and De Castro wished to be recorded as voted in favour.

Trustee Del Grande returned to the virtual room at 8:52 pm.

### **Urgent Items**

The Director reviewed the Order Page and deemed the following Items urgent:

- 20a) Appointment of External Audit Committee Members;
- 20f) From the Governance and Policy Committee: COVID-19 Immunization Disclosure Policy H.M.03 (New);
- 20i) Recommendation for a Trustee Representative to the Toronto Region Conservation Authority (TRCA) and Natural Science and Education Committee (NSEC); and
- 20j) Recommendation for National Truth and Reconciliation Day, September 30

### **14. Consent and Review**

The Chair reviewed the Order Page and the following Items were held:

- 17a) From the Special Education Advisory Committee: Consideration of Motion from Deborah Nightingale, SEAC Representative regarding Grade 4 Assessments, Identification, Placement & Review Committees and Placements – Trustee Kennedy;

- 19a) Annual Report 2020-2021: Communications and Community Engagement – Trustee Rizzo;
  - 20a) Appointment of External Audit Committee Members – Trustee Crawford;
  - 20b) From the Governance and Policy Committee: Update to Policy on Electronic Participation in Meetings of the Board, Committees of the Board and the Committee of the Whole Board Policy T.19 – Trustee Del Grande;
  - 20d) From the Governance and Policy Committee: Update to Operational Procedures on Selection Process for Community and Parent/Guardian Membership on Advisory/Ad Hoc Committees – Trustee Crawford;
  - 20f) From the Governance and Policy Committee: COVID-19 Immunization Disclosure Policy H.M.03 (New) – Trustee Crawford;
  - 20g) From the Governance and Policy Committee: Legal Counsel Policy A.12 – Trustee Rizzo;
  - 20i) Recommendation for a Trustee Representative to the Toronto Region Conservation Authority (TRCA) and Natural Science and Education Committee (NSEC) – Trustee Crawford;
  - 20j) Recommendation for National Truth and Reconciliation Day, September 30 – Trustee Crawford;
- Inquiries from:
- 23a) Trustee Rizzo regarding Overdue Grade 4 and Grade 5 Assessments;
  - 23b) Trustee Rizzo regarding Period Poverty and Student Achievement;
  - 23c) Trustee Del Grande regarding OLSAT Testing;
  - 23d) Trustee de Domenico regarding St. Anne Catholic Academy , School of Virtual Learning Concerns (Lack of Trustees and Parent Council); and



23e) Trustee Li Preti regarding Special Education Services at St. Anne Catholic Academy, School of Virtual Learning

MOVED by Trustee de Domenico, seconded by Trustee Lubinski, that the Items not held be received and Staff recommendations be approved.

Results of the Vote taken, as follows:

**In Favour**

**Opposed**

Trustees Crawford  
D'Amico  
de Domenico  
Del Grande  
Di Giorgio  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanan

The Motion was declared

CARRIED

Student Trustees Baybayon and De Castro wished to be recorded as voted in favour.

## **ITEMS NOT HELD AS CAPTURED IN ABOVE MOTION**

- 17b) From the Special Education Advisory Committee (SEAC):**  
**Communication from Brant Haldimand Norfolk CDSB to Minister Lecce in Support of Bill 172, Education Statute Law Amendment Act regarding Fetal Alcohol Spectrum Disorder** that SEAC recommend to the Board of Trustees that the following be approved:

*That the Board of Trustees send a similar letter to Minister Lecce in support of Bill 172.*

- 20c) From the Governance and Policy Committee: Policy on Early Learning and Child Care Policy B.R.02** that the revised Policy on Early Learning and Child Care Policy B.R.0.2 provided in Report Appendix A, and the accompanying Early Learning and Child Care Standard Operating Procedures provided in Report Appendix B, be adopted;
- 20e) From the Governance and Policy Committee: Updated Policy on Safe Schools Policies S.S.01 and S.S.12** that the updated policies attached in Appendices A, B, C and D of the report be adopted;
- 20h) New TCDSB Board Multi-Year Strategic Plan: Consultation Plan** that the Board of Trustees approve the proposed Consultation Plan which will inform the development of the new Multi-Year Strategic Plan;
- 22a) Communication from the Governance and Policy Committee: Minutes of the Meeting Held June 1, 2021;**
- 22b) Communication from the Special Education Advisory Committee: Approved Minutes of the Meeting Held June 9, 2021;**
- 24a) Master Pending List and Rolling Calendar; and**
- 24b) Annual Calendar of Reports and Policy Metrics**

The Chair declared a 10-minute recess.

The meeting resumed with Trustee Martino in the Chair with no change to the attendance list.

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

MOVED by Trustee Kennedy, seconded by Trustee de Domenico, that Item 17a) be adopted as follows:

**17a) From the Special Education Advisory Committee (SEAC):  
Consideration of Motion from Deborah Nightingale, SEAC  
Representative regarding Grade 4 Assessments, Identification,  
Placement and Review Committees (IPRC) and Placements that SEAC  
recommend to the Board of Trustees that the following be approved:**

WHEREAS: The TCDSB has committed to creating school communities focused on the success, mental health and well-being of all students, including special education students;

WHEREAS: 2020-2021 has been a difficult school year for many students. We agree that we all want to move as quickly as possible to support the recovery and well-being of special education students;

WHEREAS: We want all students to be able to start school in the right program and with the necessary supports at the start of 2021-2022; and

WHEREAS: TCDSB has not completed some assessments and IPRCs, including those given annually to all Grade 4 students.

BE IT RESOLVED THAT: The Board of Trustees encourage Staff to move as quickly as possible to:

- (a) complete all outstanding OLSAT-8 assessments for all Grade 4 students;
- (b) issue offers of placement for all identified students; and
- (c) allow parents to reply to placement offers at their earliest opportunity.

MOVED in AMENDMENT by Trustee Rizzo, seconded by Trustee de Domenico, that:

WHEREAS: The TCDSB has committed to creating school communities focused on the success, mental health and well-being of all students, including special education students;

WHEREAS: The TCDSB annually tests all Grade 4 students using a universal screen to identify areas students are struggling in and their learning needs as well as to determine giftedness; and

WHEREAS: Most Grade 4 students in 2020-2021 did not take the OLSAT test before the end of June 2021, thus delaying their identification and entry into special education programs.

BE IT RESOLVED THAT: The Board direct Staff to conduct the testing online for all of this year's Grade 5 students who were not tested in Spring 2021 as soon as possible this Fall so that all Grade 5 students can equitably start in their appropriate placements as soon as possible this school year; and

BE IT RESOLVED THAT: The Board direct staff to conduct the testing of all Grade 4 students online annually and early enough so that all students can equitably start in their appropriate placements at the start of each school year going forward.

Results of the Vote taken on the AMENDMENT, as follows:

**In Favour**

Trustees Del Grande  
Di Giorgio  
Li Preti  
Lubinski  
Rizzo  
Tanuan

**Opposed**

Crawford  
D'Amico  
de Domenico  
Kennedy  
Martino

The AMENDMENT was declared

CARRIED

Student Trustees Baybayon and De Castro wished to be recorded as voted in favour.

Results of the Vote taken on the Motion, as amended, as follows:

**In Favour**

Trustees Di Giorgio  
Li Preti  
Rizzo  
Tanuan

**Opposed**

Crawford  
D'Amico  
de Domenico  
Del Grande  
Kennedy  
Lubinski  
Martino

The Motion, as amended, was declared

FAILED

Student Trustees Baybayon and De Castro wished to be recorded as voted in opposition.

**20. Reports of Officials for the Information of the Board of Trustees**

MOVED by Trustee Del Grande, seconded by Trustee Crawford, that Item 20a) be adopted as follows:

- 20a) Appointment of External Audit Committee Members** that the Board of Trustees appoint Mr. Jonathan Law and Ms. Maria Michael-Morden as

external members of the Audit Committee for a three-year term commencing September 2021.

Results of the Vote taken, as follows:

**In Favour**

**Opposed**

Trustees Crawford  
de Domenico  
Del Grande  
Di Giorgio  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

The Motion was declared

CARRIED

Trustee D'Amico did not vote/respond.

Student Trustees Baybayon and De Castro wished to be recorded as voted in favour.

MOVED by Trustee Kennedy, seconded by Trustee Rizzo, that Item 20f) be adopted as follows:

**20f) From the Governance and Policy Committee: COVID-19 Immunization Disclosure Policy H.M.03 (New):**

1. That the Policy on mandatory COVID-19 Immunization Disclosure H.M.03 attached at Appendix A of the report, be adopted; and

2. That the Director of Education and the Chair of the Board write a letter to the Premier on behalf of the Board of Trustees. The letter is a request that the Government take immediate action to amend the pertinent legislation to add COVID-19 vaccinations to the list of mandatory immunizations for students to be eligible to attend school. Copies are to be sent to Ontario Catholic School Trustees' Association (OCSTA) and all Boards in the province.

Trustee Crawford requested that the Question be split.

MOVED in AMENDMENT by Trustee Lubinski, seconded by Trustee Del Grande, that Staff find alternate locations to deliver rapid test kits to all employees.

Results of the Vote taken on the AMENDMENT, as follows:

**In Favour**

Trustees Del Grande  
Lubinski

**Opposed**

Crawford  
D'Amico  
de Domenico  
Di Giorgio  
Kennedy  
Li Preti  
Martino  
Rizzo  
Tanuan

The AMENDMENT was declared

CARRIED

Student Trustees Baybayon and De Castro wished to be recorded as voted in opposition.

Time for business expired.

Results of the Vote taken on a 15-minute extension, as per Article 12.6 of the By-law, as follows:

**In Favour**

Trustees D'Amico  
de Domenico  
Kennedy  
Li Preti  
Martino  
Rizzo  
Tanuan

**Opposed**

Crawford  
Del Grande  
Di Giorgio  
Lubinski

Time for business was extended by 15 minutes to complete the debate on the Item.

Student Trustees Baybayon and De Castro wished to be recorded as voted in favour.

MOVED in AMENDMENT by Trustee de Domenico, seconded by Trustee Kennedy, that *current* be added before COVID-19 vaccinations in Part 2, line 4, of the Main Motion.

Results of the Vote taken on the AMENDMENT, as follows:

**In Favour**

Trustees Crawford  
D'Amico  
De Domenico  
Di Giorgio  
Kennedy  
Li Preti  
Rizzo

**Opposed**

Del Grande  
Lubinski  
Martino  
Tanuan



The AMENDMENT was declared

CARRIED

Student Trustees Baybayon and De Castro wished to be recorded as voted in favour.

Time for business expired.

Results of the Vote taken on a 15-minute extension, as per Article 12.6 of the By-law, as follows:

**In Favour**

Trustees de Domenico  
Kennedy  
Li Preti  
Rizzo  
Tanuan

**Opposed**

Crawford  
D'Amico  
Del Grande  
Di Giorgio  
Lubinski  
Martino

Time was *not* extended to complete the debate on the Item.

Student Trustees Baybayon and De Castro wished to be recorded as voted in favour.

Results of the Vote taken on Part 1 of the Motion, as amended, as follows:

**In Favour**

Trustees Crawford  
D'Amico  
de Domenico  
Di Giorgio

**Opposed**

Del Grande  
Lubinski

Kennedy  
Li Preti  
Martino  
Rizzo  
Tanuan

Part 1 of the Motion, as amended, was declared

CARRIED

Student Trustees Baybayon and De Castro wished to be recorded as voted in favour.

Results of the Vote taken on Part 2 of the Motion, as amended, as follows:

**In Favour**

**Opposed**

Trustees D'Amico  
De Domenico  
Di Giorgio  
Kennedy  
Li Preti  
Rizzo

Crawford  
Del Grande  
Lubinski  
Martino  
Tanuan

Part 2 of the Motion, as amended, was declared

CARRIED

Student Trustees Baybayon and De Castro wished to be recorded as voted in favour.

MOVED by Trustee Crawford, seconded by Trustee Li Preti, that Item 20i) be adopted as follows:

- 20i) Recommendation for a Trustee Representative to the Toronto Region Conservation Authority (TRCA) and Natural Science and Education Committee (NSEC)** that Trustee Tanuan be appointed to serve as the representative on the TRCA and NSEC.

Results of the Vote taken, as follows:

**In Favour**

**Opposed**

Trustees Crawford  
D'Amico  
de Domenico  
Del Grande  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

The Motion was declared

CARRIED

Trustee Di Giorgio did not vote/respond.

Student Trustees Baybayon and De Castro wished to be recorded as voted in favour.

Time for business expired.

MOVED by Trustee de Domenico, seconded by Trustee Tanuan, that time be extended by 30 minutes, as per Article 12.6 of the By-law, to complete debate on the urgent Items.

Results of the Vote taken, as follows

**In Favour**

**Opposed**

Trustees Crawford  
D'Amico  
de Domenico  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

Del Grande

The Motion was declared

CARRIED

Trustee Di Giorgio did not vote/respond.

Time for business was extended by 30 minutes to complete the debate on the Item.

Student Trustees Baybayon and De Castro wished to be recorded as voted in favour.

MOVED by Trustee Lubinski, seconded by Trustee Del Grande, that Item 20j) be adopted as follows:

**20j) Recommendation for National Truth and Reconciliation Day, September 30:**

WHEREAS: The Government of Canada proclaimed September 30 as the *National Day for Truth and Reconciliation*;

WHEREAS: September 30 commemorates the history and legacy of residential schools as part of the *Truth and Reconciliation*;

WHEREAS: The intention is to recognize and honour residential school survivors, their families and communities;

WHEREAS: The TCDSB honours *Every Child Matters and Orange Shirt Day* in September; and

WHEREAS: The TCDSB is committed to strengthening our relationships with the Indigenous communities, begin to heal the painful history and build a new relationship.

1. BE IT RESOLVED THAT: All TCDSB schools have a moment of silence and reflection for *Truth and Reconciliation*, as part of the morning announcement activities on September 30, this year and every year thereafter; and
2. BE IT RESOLVED THAT: The Catholic Education Centre and all TCDSB schools fly the *Every Child Matters* flag to mark *Truth and Reconciliation* on September 30 this year and every year thereafter.

MOVED in AMENDMENT by Trustee Kennedy, seconded by Trustee Lubinski, that following September 30, 2021 the policy on opening exercise be referred to the Governance and Policy Committee for amendment to reflect an ongoing *Truth and Reconciliation* recognition.

Results of the Vote taken on the AMENDMENT, as follows

**In Favour**

**Opposed**

Trustees Crawford  
D'Amico  
de Domenico  
Del Grande  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

The AMENDMENT was declared

CARRIED

Trustee Di Giorgio did not vote/respond.

Student Trustees Baybayon and De Castro wished to be recorded as voted in favour.

MOVED in AMENDMENT by Trustee Rizzo, seconded by Trustee Lubinski, that flying the flags represent the Indigenous community throughout the school year, and be referred to the Governance and Policy Committee to be included in the review of the Flag Flying policy, and that consultation take place with the Indigenous Advisory Committee.

Results of the Vote taken on the AMENDMENT, as follows:

**In Favour**

**Opposed**

Trustees Crawford  
D'Amico  
de Domenico  
Del Grande  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

The AMENDMENT was declared

CARRIED

Trustee Di Giorgio did not vote/respond.

Student Trustees Baybayon and De Castro wished to be recorded as voted in favour.

Student Trustees Baybayon and De Castro left the meeting at 11:39 pm.

Trustee Rizzo requested that the Question be split.

Results of the Vote taken on Part 1 of the Motion, as amended, as follows

**In Favour**

**Opposed**

Trustees Crawford  
D'Amico  
de Domenico  
Del Grande  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

Part 1 of the Motion, as amended, was declared

CARRIED

Trustee Di Giorgio did not vote/respond.

Results of the Vote taken on Part 2 of the Motion, as amended, as follows

**In Favour**

**Opposed**

Trustees Crawford  
D'Amico  
de Domenico  
Del Grande  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan



Part 2 of the Motion, as amended, was declared

CARRIED

Trustee Di Giorgio did not vote/respond.

## 26. **Adjournment**

MOVED by Trustee Del Grande, seconded by Trustee Kennedy, that the meeting be adjourned.

Results of the Vote taken, as follows:

### **In Favour**

Trustees Crawford  
D'Amico  
Del Grande  
Di Giorgio  
Lubinski  
Tanuan

### **Opposed**

de Domenico  
Kennedy  
Li Preti  
Rizzo

The Motion was declared

CARRIED

Trustee Di Giorgio did not vote/respond.

## **ITEMS NOT DISCUSSED**

- 19a) Annual Report 2020-2021: Communications and Community Engagement (held by Trustee Rizzo);
- 20b) From the Governance and Policy Committee: Update to Policy on Electronic Participation in Meetings of the Board, Committees of the Board and the Committee of the Whole Board Policy T.19 (Held by Trustee Del Grande);
- 20d) From the Governance and Policy Committee: Update to Operational Procedures on Selection Process for Community and Parent/Guardian Membership on Advisory/Ad Hoc Committees (Held by Trustee Crawford);
- 20g) From the Governance and Policy Committee: Legal Counsel Policy A.12 (Held by Trustee Rizzo);

### **Inquiries from:**

- 23a) Trustee Rizzo regarding Overdue Grade 4 and Grade 5 Assessments;
- 23b) Trustee Rizzo regarding Period Poverty and Student Achievement;
- 23c) Trustee Del Grande regarding OLSAT Tests;
- 23d) Trustee de Domenico regarding St. Anne Catholic Academy, School of Virtual Learning Concerns (No Trustees nor Parent Council); and
- 23e) From Trustee Li Preti regarding Special Education Services at St. Anne Catholic Academy, School of Virtual Learning

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SECRETARY

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CHAIR



## Revised Director's Monthly Report

October 2021

We continue to be so proud of the ways in which all staff, students, parents and caregivers have contributed to a return to school that has allowed for the re-establishment of connections and relationships that are vital to student achievement, well-being, and faith-formation. Whether in-person or virtually, staff continue to connect with students in ways that support their learning and sense of community as we continue to navigate through this pandemic. We continue to work closely with Toronto Public Health in support of preventative health and safety measures, and are working to support the facilitation of the next round of opportunities for vaccination for elementary-aged students.

The beginning of this year has been unprecedented as pandemic-related student enrolment decline has resulted in a larger re-organization process. We acknowledge that such change is difficult every year, but particularly so given the scope and scale this year, and the on-going challenges that this pandemic presents. We move forward into the 2021/22 school year focused on stabilizing the system, with an eye toward increasing vaccination opportunities and rates, decreasing cases, and a hopeful and optimistic future moving into the new year.

Despite these challenges, we recognized important observances over the past month, acknowledged and celebrated locally and systemically, and continued to balance health and safety priorities with the importance of relationships, community, and faith-formation. We remain ever-hopeful about our way forward, recognizing the strength of our faith community and our shared commitment to one another.

### Highlights from the past month include:

- Celebrating **Gratitude as the Virtue of the Month** and recognizing important observances such as: National Principals Month, National Custodial Workers Day, World Teachers Day, Child Care Worker & Early Childhood Educator Appreciation Day and Bus Driver Appreciation Day
- **Back to School Visits** – celebrating the return to school and student success through school visits that included St. Jane Frances Catholic Elementary School, Archbishop Romero Catholic Secondary School, St. Columba Catholic Elementary School, St. Jean de Brebeuf Catholic Elementary School, St. Edward Catholic Elementary School, St. Timothy Catholic Elementary School, Precious Blood Catholic Elementary School, St. Cosmos and Damian Catholic Elementary School

- Welcoming in-coming Grade 9 Student leaders at the monthly **CSLIT** meeting, and our elementary school leaders from across the system at the **ESLIT** meeting.
- Participating in the flag raising ceremony at the CEC recognizing **National Day for Truth and Reconciliation and Orange Shirt Day** on September 30<sup>th</sup>
- Praying and welcoming all those who are new at the Catholic Education Centre at this year's **Virtual Heart of Welcome Mass**
- Speaking to staff and students across the system as part of the board-wide livestream **Thanksgiving Liturgy** in thanksgiving and gratitude for all who serve in Catholic Education
- Speaking with our future leaders at the at the **Autumn Foundations Series Session**
- Connecting with candidates who are discerning school leadership at the **CPCO Principal's Qualification Program Fall Session**
- Joining the mayor, trustee, and senior staff at the official ribbon cutting ceremony for the new community center adjacent to Bishop MacDonnell Elementary school downtown.
- Engaging & collaborating with Directors of Education from across Canada at the **ERDI (Education, Research, Development, & Innovation)** Fall Conference
- Connecting with our TCDSB Community through our monthly "**Lunch with the Director**" series live streamed on Facebook and YouTube, while looking forward to the next opportunity on **October 29<sup>th</sup>**
- On-going engagement with **Toronto Public Health** with vaccination and testing strategies in Toronto, and public health recommendations from TPH that impact and influence TCDSB staff and students, including support for the impending rollout of a vaccination strategy for children aged 5-11yrs old.
- Continuing **important connections throughout the with the Deputy Minister of Education, Toronto Public Health, and the Ministry of Health** in support of provincial and local initiatives to keep students, staff, and families safe and healthy during this current COVID pandemic.
- Participating on and contributing to **provincial leadership conversations** with **Directors of Education and Health officials** from across the province in support of TCSDb staff, students, and families, and to influence public policy decisions in support of education and health care.

## October Student Trustee Board Report

### Update from the Student Trustees:



- On September 27, Keith Baybayon met with the CEO of EQAO, Dan Koenig to discuss the modernization of the standardized assessments and the benefits it will have on students. Keith hopes that these new proposals will help alleviate student stress and better prepare students for the provincial testing.
- On October 8, Keith joined Minister of Education Stephen Lecce, the President of Shoppers Drugmart Jeff Leger, MPP Robin Martin and MPP Jane McKenna for the recent announcement regarding free menstrual products. Menstrual products will now be made available to all Ontario students because of the partnership between Shoppers and the Ministry of Education. Keith was invited to share his remarks on the announcement.
- On October 16, Keith and Stephanie attended their October Executive Council Meeting with OSTA-AECO virtually. We are currently planning for our upcoming Fall General Meeting, and also catching up with the projects we have planned.
- On October 21, Keith facilitated an event called When Faith Meets Pedagogy Youth Forum, a province-wide Catholic Student Leadership Conference with schools across Ontario. The event included empowering guest speakers, student leadership training and collaboration among students across the province. The event had over 1500 participants.

## CSLIT Executive Council

### Administrative Affairs

Junette Tindan, the Director of Administrative Affairs, worked closely with the student trustees, the CSLIT executive council and Michael Consul in the months of September and October. She is responsible for creating slides and visuals for our virtual meetings as well as organizing all the logistics behind the event. Junette also records meeting minutes, sent emails promoting events, and connected with prize winners from our virtual assemblies. Junette also helps coordinate meeting

dates with Michael Consur, our teacher moderator, and the CSLIT Executive. This includes our monthly planning meetings, upcoming parent meeting, and various subcommittee meetings.

She will continue to assist Keith Baybayon and Stephanie DeCastro in making next month's virtual assembly a success and keeping executive members up to date with current events and responsibilities. Junette Tindan is looking forward to fulfilling the Indigenous Education pillar of focus for this year and gives a special thank you to the Board of Trustees for their continuous support for Catholic Student Leadership.

### Elementary Affairs

On October 7th, 2021, Mara Balmaceda and Audri Supsup hosted their first virtual ECSLIT general assembly meeting. 57 different elementary schools participate including some other members of our CSLIT executive. Mara and Audri conducted a panel discussion with our CSLIT Executive giving advice to our young elementary leaders on how to be successful in school and balancing extracurriculars with academics. Superintendent Michael Caccamo gave some words of praise, welcome, and encouragement in his board welcome. Dr. Brendan Browne also provided some advice on leadership and the power of student voice as part of his closing remarks. During the meeting, elementary students were able to vote on the ECSLIT Pillars of Focus which Audri and Mara will be using as the foundation for their elementary action plans. Audri and Mara are excited to continue hosting monthly elementary general assemblies and are working on the next ECSLIT meeting taking place on November 4th, 2021. Please encourage your elementary schools to participate.

### Social Affairs

The Social Affairs Subcommittee began accepting members for the 2021-2022 school year after the first CSLIT general assembly on September 28th. This subcommittee had their introductory meeting on October 12th and 14th to accommodate as many student leaders as possible. The Director of Social Affairs, Serenity Bui, welcomed new and old student leaders to the subcommittee and after introductory exercises and icebreakers were done, the subcommittee brainstormed

ideas for the upcoming school year, the first being CSLIT's Halloween Social. Details for this event are still being finalized.

### Social Justice

On September 28, the Social Justice Subcommittee began recruiting members for the 2021-2022 school year. Their first meeting was held on October 14<sup>th</sup> where the Director of Social Justice, Rushan Jeyakumar welcomed students to CSLIT and gave a presentation with relevant information about the goals of the subcommittee. The subcommittee also began preparations for the TCDSB's Newcomer Student Leadership Conference which is being held on October 28<sup>th</sup>. Members of the subcommittee will be filming welcome videos for newcomer students about how to get involved and how to be successful in school. The subcommittee is brainstorming ideas for an upcoming initiative planned for November 2021.

### Equity

On September 30th, the equity subcommittee led by Adekunbi Luwaji, had the first introductory meeting in which the members had a chance to introduce themselves, discuss what they thought their most important goals should be, and brainstorm potential initiatives for the upcoming school year. A second meeting was held on the 4th of October, to further discuss the details surrounding the ideas laid forth in their previous meeting. Among the many topics put on the table, Mental Health was the topic that most students wanted to focus on for their first initiative. No details have been finalized yet, but the subcommittee is in the process of creating initiatives that will support mental well-being. On

On the 9th of October, both Directors of Equity and Social Justice met with Michael Consul to discuss their roles within the upcoming Newcomer Conference taking place on October 28th. Roles include creating a welcome video, recruiting volunteers, and emceeing the event.

### Faith

The Director of Faith, Roy Bou Abboud, prepared and facilitated opening and closing prayers for the CSLIT GA and the ECSLIT GA meetings in October as well as all other CSLIT planning meetings. Roy also hosted the first Let's Talk



Faith Monthly webinar of the year on Wednesday, October 20th, 2021. The Faith Subcommittee meeting was held on October 12th, 2021. The students discussed the goals for the year and brainstormed ideas for different initiatives for 2021-2022. Three specific goals came out of their discussions: Getting more students take part in Let's Talk Faith monthly webinars, organizing a three day faith camp in the spring, and increasing community outreach to give students the opportunity to put their faith into action.

### Charity

Run by Nicole Boye and Julissa Perez, the charity subcommittee is excited to begin their 2021-2020 initiatives. With close to 50 members from across Toronto, Nicole and Julissa met with their team on Wednesday, October 6th to start planning a road map for this year. On October 14th, the subcommittee will be hosting an introduction meeting with representatives from Sharelife, Development and Peace, and Meagan's Walk. At this meeting, all 3 charities presented their organizations goals and programs. Subcommittee members then brainstormed ways students can better support each charity and get more TCDSB involved. The Faith Subcommittee also decided to create its own Instagram page for greater student outreach and awareness. They are all excited about the impact they can create supporting various Catholic charities including our board's Angel Foundation for Learning.

### Public Relations

For the month of September, the new CSLIT Public Relations Team has been hard at work promoting Catholic Student Leadership, making sure that information about each event reaches as many students as possible. With a new advertising and marketing strategy, the Public Relations Team's goal is to have a strong contingent from every TCDSB high school represented at every CSLIT event. The PR Team will also be supporting our Directors of Elementary Affairs by helping promote their initiatives.



**REPORT TO**

**REGULAR BOARD**

**ANNUAL REPORT 2020-2021: COMMUNICATIONS  
AND COMMUNITY ENGAGEMENT**

*And let us consider how to provoke one another to love and good deeds, not neglecting to meet together, as is the habit of some, but encouraging one another, and all the more as you see the Day approaching. Hebrews 10:24-25*

Created, Draft	First Tabling	Review
September 6, 2021	September 16, 2021	<a href="#">Click here to enter a date.</a>

Shazia Vlahos, Chief of Communications and Government Relations  
Derek Chen, Superintendent of Equity, Diversity, Indigenous Education and Community Relations

**INFORMATION REPORT**

**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.*



Brendan Browne, PhD  
Director of Education

A. Della Mora  
Associate Director of Academic  
Affairs and  
Chief Operating Officer

D. Boyce  
Associate Director of  
Facilities, Business and  
Community Development

R. Putnam  
Chief Financial Officer and  
Treasurer

## **A. EXECUTIVE SUMMARY**

The Toronto Catholic District School Board (TCDSB) is committed to enhancing public confidence through timely, accessible and transparent communications and continuous improvement through authentic community engagement. This report highlights key staff-planned, supported, and executed system-wide communications and consultation initiatives, learning opportunities, community and cultural engagement events, and advisory committee undertakings for the 2020-2021 academic year.

The scope of communications and community engagement initiatives undertaken by staff in the 2020-2021 school year is comprehensive and supports all six strategic directions of the Multi-Year Strategic Plan, with particular emphasis on Enhancing Public Confidence, Achieving Excellence in Governance and Living our Catholic Values.

The 2020-2021 year was unique, impacted and affected by labour disruption and a system-wide school closure due to the COVID-19 pandemic. Staff endeavoured to organize virtual events and activities to ensure TCDSB stakeholders continued to experience the rich traditions of cultural events, and seek input on matters pertaining to school renewal projects, student learning models, budget consultations, student voice and parent/guardian voice surveys.

*The cumulative staff time required to prepare this report was 8 hours.*

## **B. PURPOSE**

1. This report is submitted in compliance with mandatory reporting requirements in two policies: Communications Policy A. 37 and Community Engagement Policy T.07.
2. The Communications Policy (A. 37) states:

*The effectiveness of this policy in supporting comprehensive best practice communications across the Toronto Catholic District School Board (TCDSB) will be evaluated annually. The highlights, analysis and findings will be documented and published in a formal annual report and presented to the Board of Trustees in September of each year for review.*

3. The Community Engagement Policy (T.07) stipulates:  
*A report of the community engagement process as reported by staff is to be reviewed by the Board annually.*
4. The appendices in this report contain the main communications, consultation, community engagement and cultural events, as well as promising practices to promote student achievement and wellbeing undertaken by the Board's various community advisory committees in the 2020-2021 school year.

## **C. BACKGROUND**

1. *Appendices A and B* summarize community engagement activities and consultations within the TCDSB from the 2020-2021 school year.
2. *Appendix C* summarizes promising practices and initiatives undertaken by staff in consultation with the Board's Community Advisory Committees in the 2020-2021 school year.

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

1. The TCDSB strives to involve parents/guardians, stakeholders, and community members in meaningful ways on matters under the Board's purview to better understand priorities and community concerns when making decisions. Appendices A, B and C demonstrate the Board's commitment to effective community involvement to foster relationships, promote equity, and garner stakeholder input.
2. In 2020-2021, due to the pandemic community engagement opportunities related to the budget, capital and planning projects, parent/guardian voice survey, student voice survey, return to school surveys and student learning model registration were held virtually.
3. In 2020-2021, learning opportunities afforded through workshops, and monthly cultural and heritage celebrations and events, demonstrated the Board's commitment to creating and sustaining a rich environment of learning, inclusion, equity, diversity, anti-racism, and anti-oppression. Due to the conferences and workshops offered virtually, participation numbered in the hundreds and thousands for many events. Heritage celebrations expanded their scope to include more components focused on education around anti-

racism. During the period of school closures, the workshops and heritage celebrations were held virtually and shared across the system.

4. The [TCDSB Community Consultation webpage](#) continues to provide the public with information about all active TCDSB public consultations and opportunities for involvement.
5. The Equity Department coordinates translations for key parent/guardian communications in the 12 most common languages at the TCDSB and the website offers a Google translate feature.
6. The Communications Department continues to amplify the TCDSB's reputation, profile and reach through the use of various communication tools including:
  - School Messenger: Used regularly throughout the school year to disseminate pertinent information (labour, COVID-19, return to school, vaccination opportunities, etc.) directly to TCDSB parents/guardians;
  - Survey tools like Survey Monkey and Qualtrics have been used when seeking input on learning model registration and the budget. Moving forward Qualtrics will solely be used.
  - Social Media Strategy has been successfully adopted to expand reach on all channels including Twitter, Instagram, Facebook and Youtube;
  - Weekly Wrap-up (targets everyone on exchange);
  - Daily digest of pertinent communications to school administrators and business leaders via Management Matters Forum;
  - Monthly updates for schools to include in their newsletters;
  - Trustee newsletters; and
  - TCDSB website continues to be updated and improved. A Return to School section was created and devoted to providing timely updates on plans, COVID advisory, health and safety measures, ventilation in schools, and FAQs.
  - RFP for a TCDSB website overhaul is underway and closes on September 10, 2021.
7. The Communications Department constantly monitors and evaluates the effectiveness of its strategies, communication tools, including social media platforms and trends to ensure content and messages are received by intended audiences including families, students and staff.

8. Following two years' worth of consultation, the Communications Department has developed the TCDSB's first-ever social media guidelines which are now operational.
9. In the 2020-2021 academic year, advisory committees have worked with Board staff to implement a variety of practices to support student achievement and well-being through cultural responsiveness and equity.

## **E. METRICS AND ACCOUNTABILITY**

1. The outcome/impact of each initiative in community engagement and outreach, communications, and advisory committee undertakings is outlined in a dedicated column in each of the Appendices A, B, C.
2. An important guiding principle of community engagement and consultation at the TCDSB is broad-based accessibility. The Board strives to engage the greatest number of stakeholders meaningfully and authentically. To this end, the Board routinely uses a variety of web-based tools, virtual and actual town-hall forums, face-to-face meetings, workshops, and information sessions.
3. The Communications Department's social media strategy has led to enhanced reach and profile for the TCDSB. Through regular content creation/curation, the use of tools to schedule posts to maintain a constant presence and the use of active content (ie. videos, quality images and graphical interchange formats (GIFs), all TCDSB managed accounts have seen a significant increase in followers and impressions. The use of Facebook and Youtube has enabled TCDSB live stream events including the Lunch with the Director Live Q&A events.
  - a. TCDSB Twitter saw an increase of 1,100 followers since September 2020 (currently there are 47.8K followers);
  - b. The Directors Twitter saw an increase of followers and is currently at 3,650 followers. Each month, Director engagement increases largely due to the monthly Lunch with the Director, led by the Communications Department . Each live event receives approximately 430-960 views.
  - c. Instagram saw an additional 1,146 followers since last year, with a total of 6,203 followers; and
  - d. Facebook (introduced late 2019) now has 1,748 followers, up from 1,516 last September.
2. The Communication Department continues to make updates and improvements to the website by adopting industry best practices and creating and implementing newly created guidelines and protocols. As a result of these initiatives, the TCDSB website has seen increased web traffic and user engagement during the 2020-2021 school year. Some of the highlights include:

- a. The total number of pages viewed increased by more than 20% compared to the 2019-2020 school year.
- b. Due to several search-related improvements, users can find relevant TCDSB web pages through Google much easier, with 700,000 more sessions through Google compared to the same period last year.
- c. The COVID Advisory page, one of the most searched for and visited pages in 2020-2021, was consistently ranked in the top 3 in Google's search results for terms related to COVID cases in Toronto schools.
- d. The previously mentioned Return to School section generated close to 10% of the overall web traffic to TCDSB.org, making it one of the most visited and useful resources for our users in the 2020-2021 school year.
- e. By adopting a more consistent and user-friendly approach to page design and formatting, the TCDSB website improved the level of engagement, with users spending 11% more time on our pages.

## **F. CONCLUDING STATEMENT**

This report is for the information of the Board.

## APPENDIX A - ANNUAL REPORT 2020-2021:

### Learning Opportunities and Cultural Events

ENGAGEMENT	DATE (MM/YY)	LEVEL	PURPOSE/GOAL	OUTCOME/IMPACT
<b>2021 TCDSB Mass and Cultural Expose: In commemoration of African- Canadian Heritage Month</b>	02/2021	<ul style="list-style-type: none"> <li>• Involve</li> <li>• Collaborate</li> <li>• Consensus</li> <li>• Empower</li> </ul>	<p>TCDSB Community Relations Department initiative featuring a mass and a plethora of workshops, webinars, staff and student PD, and other cultural engagements and celebrations of African Canadian culture.</p> <p>To celebrate its contributions to Catholicity, Canada and the globe.</p>	<ul style="list-style-type: none"> <li>• Attended by over 30 000 students, staff and community from over 17 schools</li> <li>• African Canadian Heritage was recognized through a celebratory mass followed by artistic, pedagogical presentations, and other engagements for staff students and community</li> </ul>
<b>Anti-Racism Conference</b>  <b>And</b>  <b>Anti-Racism Video Competition</b>	05/2021	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Involve</li> </ul>	<p>To offer professional development to students grades 7-10 and their teachers on topics such as anti-black, anti-Indigenous, anti-Asian sentiments, Implicit Bias, Equity and Faith, White Privilege, and others during a 2-day conference.</p>	<ul style="list-style-type: none"> <li>• The 2-day events had more than a thousand student and teacher participants</li> <li>• A comprehensive list of resources was posted on the TCDSB website</li> <li>• More than 50 entries for the anti-racism video competition were received</li> </ul>



ENGAGEMENT	DATE (MM/YY)	LEVEL	PURPOSE/GOAL	OUTCOME/IMPACT
<b>AQ Funding for FNMI Courses 2020/21</b>	09/2020 to 05/2021	<ul style="list-style-type: none"> <li>• Involve</li> <li>• Collaborate</li> <li>• Consensus</li> <li>• Empower</li> </ul>	The initiative offered full funding for Ontario FNMI AQ courses. The Indigenous Education Department believes that subsidized AQ courses will provide and strengthen teachers and administrators with a deeper understanding and relationship with Indigenous culture, while building networks of support for educators.	<ul style="list-style-type: none"> <li>• Increase in satisfaction among educators on Indigenous focused professional development and resources</li> <li>• Increase in participation of Indigenous parents in education</li> </ul>
<b>Arts and Artificial Intelligence (AI) Project</b>	01/2021 01/2021 02/2021 02/2021 05/2021 05/2021 05/2021 05/2021	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Involve</li> <li>• Collaborate</li> </ul>	To offer culturally relevant art workshops about Indigenous Art, augmented by Artificial Intelligence (AI) in partnership with York University and IBM.	<ul style="list-style-type: none"> <li>• Ninety students from grades 8 and 9 from St. Leo and James Cardinal McGuigan participated in the workshops</li> <li>• This project will be expanded to include Asian, African and Indigenous arts</li> </ul>
<b>Asian Canadian Heritage Virtual Celebration</b>	05/2021	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Involve</li> </ul>	To educate, celebrate and honor the Asian Canadian contributions to Canada via a virtual celebration, heroes' day, and Anti-Asian workshops.	<ul style="list-style-type: none"> <li>• The virtual celebration, heroes' day and Anti-Asian workshops were posted on YouTube, Ark Website and on TCDSB website</li> </ul>

ENGAGEMENT	DATE (MM/YY)	LEVEL	PURPOSE/GOAL	OUTCOME/IMPACT
<b>Celtic Canadian Heritage Month Virtual Celebration</b>	03/2021	<ul style="list-style-type: none"> <li>• Involve</li> <li>• Collaborate</li> <li>• Inform</li> </ul>	To celebrate and educate students about Celtic heritage and culture, the Community Relations Department organized a virtual celebration.	<ul style="list-style-type: none"> <li>• Featured on TCDSB website and on YouTube</li> <li>• Learning resources were shared with schools on the TCDSB webpage</li> </ul>
<b>Community Resources</b>	05/2021	<ul style="list-style-type: none"> <li>• Inform</li> </ul>	To support vulnerable families during the COVID-19 pandemic, a list of resources and support from the various communities was created.	<ul style="list-style-type: none"> <li>• The list of resources and community support for food and nutrition, mental health, tutoring and job opportunities, was shared and posted on the TCDSB website</li> </ul>
<b>Connections and Conversations Series</b>	11/2020 01/2021 03/2021 04/2021 05/2021	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Collaborate</li> </ul>	To provide staff with a voice and safe space to share and talk about issues such as anti-racism, truth and reconciliation, diverse culture and identity, global movements and 2SLGBTQ+	<ul style="list-style-type: none"> <li>• Monthly staff attendance ranged between 100-300</li> <li>• Staff were provided with resources and information on the topics presented</li> </ul>
<b>ELDER in-Residence Program</b>	09/2020 - 05/2021	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Involve</li> <li>• Collaborate</li> </ul>	To support Indigenous students, the Community Relations Department works in collaboration with community partners and Elders to identify and address topics relevant to the health, including mental health	<ul style="list-style-type: none"> <li>• Increased Indigenous focused professional development and resources</li> <li>• Increased participation of Indigenous parents in education</li> </ul>

ENGAGEMENT	DATE (MM/YY)	LEVEL	PURPOSE/GOAL	OUTCOME/IMPACT
			and wellbeing, of Indigenous students.	
<b>Equity Book Club</b>	12/2020 04/2021 06/2021	<ul style="list-style-type: none"> <li>• Involve</li> <li>• Collaborate</li> <li>• Consensus</li> <li>• Empower</li> </ul>	To learn more about anti-racism and anti-oppression, residential schools, and to share perspectives.	<ul style="list-style-type: none"> <li>• Increased awareness amongst participants of anti-racism and anti-oppression practices</li> </ul>
<b>Equity In-Service for Principals about Anti-Black Racism</b>	05/2021	<ul style="list-style-type: none"> <li>• Involve</li> <li>• Collaborate</li> <li>• Consensus</li> <li>• Empower</li> </ul>	To offer a professional learning opportunity for elementary and Secondary schools principals on anti-Asian racism and equity	<ul style="list-style-type: none"> <li>• All TCDSB principals were provided with the PD on the impact and the effects of anti-Black racism</li> </ul>
<b>Equity Series for Principals</b>	02/2021 – 06/2021	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Involve</li> </ul>	To offer a professional learning opportunity for principals on implicit bias, understanding anti-Black and anti-Asian racism, anti-Indigeneity, and inclusion	<ul style="list-style-type: none"> <li>• Approximately 50 principals were in attendance for the entire series</li> </ul>
<b>Equity Walk Review and Conversations with Principals</b>	06/2021	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Involve</li> </ul>	To involve school community leaders in the review and continuing conversations about conducting an equity walk initiative in their schools and to get their opinion and ideas on how to make the school environment more welcoming and equitable	<ul style="list-style-type: none"> <li>• Continuous conversation and review with principals of St. Martin de Porres, OL of Grace, SMT and Francis Libermann</li> <li>• The experience allowed principals to reflect on how to make their school more welcoming</li> </ul>

ENGAGEMENT	DATE (MM/YY)	LEVEL	PURPOSE/GOAL	OUTCOME/IMPACT
<b>Filipino Canadian Heritage Month Virtual Celebration</b>	06/2021	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Involve</li> <li>• Collaborate</li> </ul>	To engage the Filipino community on a virtual celebration to honor Filipino contributions to Canada during the Philippine Independence Day on June 12 and offer webinars on various topics such as Proudly Pinoy Role Models, STEM projects and newcomer reunification programs	<ul style="list-style-type: none"> <li>• Close to 1000 community members and partner agencies participated in the video and webinars which were posted on YouTube and on TCDSB website</li> </ul>
<b>First Nation Storyteller</b>	10/2020 - 05/2021	<ul style="list-style-type: none"> <li>• Involve</li> <li>• Collaborate</li> <li>• Empower</li> </ul>	First Nation Storyteller visited 40 schools sharing his First Nation's culture from grades k to 12 through interactive storytelling and music	<ul style="list-style-type: none"> <li>• Increase in educational opportunities to improve the knowledge of indigenous and non-indigenous students and educators on the histories, cultures, traditions, perspectives and contributions of First Nations, Métis and Inuit peoples</li> </ul>
<b>Food Donation Initiative with Sheraton Hotel And Convention Centre (Airport Road)</b>	2020-2021	<ul style="list-style-type: none"> <li>• Collaborate</li> </ul>	To support Student Nutrition Programs (SNP) and EPAN schools, the Community Relations Department partnered with the Sheraton Hotel C.C. (Airport Road)	<ul style="list-style-type: none"> <li>• Students and families from Several Equity Poverty Action Network (EPAN) schools received hundreds of donated meals. All meals were</li> </ul>

ENGAGEMENT	DATE (MM/YY)	LEVEL	PURPOSE/GOAL	OUTCOME/IMPACT
			Location) to disburse excess food to SNP programs	sealed and packaged according to Public Health food safety and COVID protocol
<b>Food Hamper Initiative Between the TCDSB, TDSB and Muslim Welfare Canada</b>	2021	<ul style="list-style-type: none"> <li>• Collaborate</li> </ul>	Food hampers were assembled and delivered to families in need in the Scarborough area. Videos were also created and shared by Chefs from the Metro Convention Center using the hamper ingredients and demonstrating techniques and recipes to improve the family's culinary skills	<ul style="list-style-type: none"> <li>• 30 pounds food hampers were delivered to specific schools supporting 200 families in the spring/summer of last school year. We will be continuing the initiative during the 21/22 school year</li> </ul>
<b>Indigenous Art Project</b>	04/2021	<ul style="list-style-type: none"> <li>• Involve</li> <li>• Collaborate</li> <li>• Consensus</li> <li>• Empower</li> </ul>	Metis Artist and Knowledge Keeper visit Grade 7 & 8 elementary schools supporting the Grade 7 & 8 new History curriculum roll out.	<ul style="list-style-type: none"> <li>• Improvement in Indigenous student well-being</li> <li>• Increase in collaboration between First Nation education authorities and school boards to ensure successful transition to provincially funded schools</li> </ul>

ENGAGEMENT	DATE (MM/YY)	LEVEL	PURPOSE/GOAL	OUTCOME/IMPACT
				<ul style="list-style-type: none"> <li>• Increase in educational opportunities to improve the knowledge of all students and educators on the histories, cultures, traditions, perspectives and contributions of First Nation, Métis and Inuit peoples</li> </ul>
<b>Indigenous History Month</b>	06/2021	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Collaborate</li> </ul>	To celebrate Indigenous culture, history and spiritual connections with high school and elementary students, teachers, staff, administrations, parents and community organizations, the Community Relations Department organized a virtual celebration.	<ul style="list-style-type: none"> <li>• A series of videos was posted on the TCDSB website</li> <li>• Workshops were offered on the Doctrine of Discovery and Indigenous art</li> </ul>
<b>Italian Canadian Heritage Month Virtual Cultural Expose</b>	06/2021	<ul style="list-style-type: none"> <li>• Involve</li> <li>• Collaborate</li> <li>• Inform</li> </ul>	<p>To celebrate and educate students about Italian heritage and culture, the Community Relations Department</p> <p>Created a virtual cultural expose highlighting the significant contributions and global impacts made</p>	<ul style="list-style-type: none"> <li>• Several community members, schools and TCDSB staff provided content for the video that was posted on YouTube and on TCDSB website for student and parent viewing. Learning resources were also shared</li> </ul>

ENGAGEMENT	DATE (MM/YY)	LEVEL	PURPOSE/GOAL	OUTCOME/IMPACT
				with schools on the TCDSB webpage
<b>Kids Up Front and Bob's by Sketchers shoe donation</b>	10/2020	<ul style="list-style-type: none"> <li>• Collaborate</li> </ul>	To provide students attending EPAN schools with brand-new multipurpose Sketchers shoes	<ul style="list-style-type: none"> <li>• All EPAN schools received multiple sizes of new Sketchers shoes. A total of 6000 pairs were distributed</li> </ul>
<b>Latin-Hispanic Canadian Heritage Virtual Cultural Expose</b>	10/2020	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Involve</li> <li>• Collaborate</li> </ul>	<p>To celebrate and educate students about Latin-Hispanic heritage and culture, the Community Relations Department</p> <p>Created a virtual cultural expose highlighting the significant contributions and global impacts made</p>	<ul style="list-style-type: none"> <li>• Several community members, schools and TCDSB staff provided content for the video that was posted on YouTube and on TCDSB website for student and parent viewing. Learning resources were also shared with schools on the TCDSB webpage</li> </ul>
<b>Listening with the Heart: Building Safe and Inclusive Classrooms</b>	10/2020 – 01/2021	<ul style="list-style-type: none"> <li>• Involve</li> <li>• Collaborate</li> <li>• Consensus</li> <li>• Empower</li> </ul>	Focused on the self- practice of mindfulness and Christian meditation, and in setting a safe space for non-judgement, self-regulation and resiliency	<ul style="list-style-type: none"> <li>• Understanding of how Christian meditation and Increased knowledge and awareness of anti-racism and anti-oppression, leading to equitable</li> </ul>

ENGAGEMENT	DATE (MM/YY)	LEVEL	PURPOSE/GOAL	OUTCOME/IMPACT
			Celebrating diversity in the classroom, applying mindfulness and Christian meditation practices; focusing on active listening, conversational structures, opportunities for participants to understand identity, unpacking privilege, and recognizing implicit bias	classrooms and workplaces <ul style="list-style-type: none"> <li>• Shared knowledge with colleagues</li> <li>• Mindfulness can be used to establish a safe space for non-judgement, self-regulation, and resiliency</li> </ul>
<b>Maple Leaf Sports and Entertainment (MLSE) Career Fair</b>	2021	<ul style="list-style-type: none"> <li>• Collaborate</li> <li>• Inform</li> </ul>	3 Virtual Career fairs were created to educate and inform TCDSB students on several career options in the Maple Leaf Sports and Entertainment corporation	<ul style="list-style-type: none"> <li>• A very diverse panel shared their journey on working for the organization and what education and training was received for the position. Students also learned about the MLSE career page, launch pad training mentorship and were able to start their own LinkedIn account and add the panelists for future networking</li> </ul>
<b>Newcomers Conference, Virtual</b>	10/2020 and 03/2021	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Involve</li> </ul>	To provide newcomer students with information on navigating the Canadian educational system,	<ul style="list-style-type: none"> <li>• Approximately 200 newcomer students from</li> </ul>



ENGAGEMENT	DATE (MM/YY)	LEVEL	PURPOSE/GOAL	OUTCOME/IMPACT
<b>Newcomers Video Competition</b>			<p>on health and wellness, as well as information on adjusting life in Canada</p> <p>To provide opportunity for newcomer students to share their thoughts about “What I Wish my Teachers Knew About Me” via a video competition</p>	<p>grades 6 to 12 were in attendance</p> <ul style="list-style-type: none"> <li>12 video entries were received</li> </ul>
<b>Orange Shirt Day (now known as National Day for Truth and Reconciliation)</b>	09/2021	<ul style="list-style-type: none"> <li>Inform</li> <li>Collaborate</li> </ul>	To educate students on residential schools and to honor its survivors and victims, the Community Relations Department Orange continued its tradition of providing orange shirts to Indigenous students	<ul style="list-style-type: none"> <li>Pictures of the day were posted on the TCDSB website</li> </ul>
<b>Partnership Between TCDSB and Skate to Great</b>	2020/2021	<ul style="list-style-type: none"> <li>Collaborate</li> </ul>	To provide schools with limited skating resources free skates and helmets, the Community Relations Department continued its partnership with Skate to Great	<ul style="list-style-type: none"> <li>Several schools received new Bauer helmets free of charge. Several newcomer students were able to participate and experience a new Canadian sport</li> </ul>
<b>Polish - Canadian Heritage Month Celebration</b>	05/2021	<ul style="list-style-type: none"> <li>Inform</li> <li>Involve</li> <li>Collaborate</li> </ul>	To celebrate and educate students about Polish heritage and culture, and Polish Canadian community's contribution to Canada	<ul style="list-style-type: none"> <li>A video highlighted the Polish contributions to TCDSB and Canadian society</li> </ul>

ENGAGEMENT	DATE (MM/YY)	LEVEL	PURPOSE/GOAL	OUTCOME/IMPACT
				<ul style="list-style-type: none"> <li>The celebration was promoted through all TCDSB communication mediums, and the video was posted on TCDSB website and YouTube channel.</li> </ul>
<b>Portuguese - Canadian Heritage Month Celebration</b>	06/2021	<ul style="list-style-type: none"> <li>Inform</li> <li>Involve</li> <li>Collaborate</li> </ul>	To celebrate and educate students about Portuguese heritage and culture, the Community Relations Department organized a virtual celebration	<ul style="list-style-type: none"> <li>A video highlighted the Portuguese contributions to the TCDSB and Canadian society</li> <li>The celebration was promoted through all TCDSB communication mediums, and the video was posted on the TCDSB website and YouTube channel</li> <li>Learning resources were shared with schools on the TCDSB webpage</li> <li>Community lead workshops for students (Identity, Career options &amp; pathways, and mental</li> </ul>

ENGAGEMENT	DATE (MM/YY)	LEVEL	PURPOSE/GOAL	OUTCOME/IMPACT
				health strategies) were part of the celebration
<b>Power to Girls Foundation After-School Program @ St. Angela /St. Dorthey/St. Wilfred, Holy Child</b>	01/2021	<ul style="list-style-type: none"> <li>• Involve</li> <li>• Collaborate</li> <li>• Consensus</li> <li>• Empower</li> </ul>	Power to Girls Foundation is a not-for-profit organization that helps empower Afro-diaspora girls in the Greater Toronto Area, with the goal to motivate, inspire and empower	<ul style="list-style-type: none"> <li>• Young girls discovered their individual identity, and creative gifts by developing qualities that help them become leaders and contributing members of society</li> </ul>
<b>Pride Month Event</b>	06/2021	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Involve</li> <li>• Empower</li> </ul>	Celebrating the proclamation and flag-raising of the first ever Pride Month in TCDSB history.	<ul style="list-style-type: none"> <li>• After the approval of the motion to proclaim Pride Month and to raise flags at the CEC and at all TCDSB schools, this event affirmed the TCDSB's commitment to creating safer schools for and the inclusion of 2SLGBTQ+.</li> </ul>
<b>Quincentennial Jubilee of Christianity in the Philippines (QJCP) Celebrations</b>	10/2020 12/2020 02/2021 05/2021 08/2021	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Involve</li> </ul>	To celebrate the 500 years of Christianity in the Philippines in partnership with the Archdiocese of Toronto and the Philippine Consulate General in Toronto	<ul style="list-style-type: none"> <li>• The virtual celebrations were posted on YouTube and on the TCDSB website as well as featured on several community newspapers</li> </ul>

ENGAGEMENT	DATE (MM/YY)	LEVEL	PURPOSE/GOAL	OUTCOME/IMPACT
<b>Remembrance Day Through an Afrocentric Lens</b>	11/2020	<ul style="list-style-type: none"> <li>• Involve</li> <li>• Collaborate</li> <li>• Consensus</li> <li>• Empower</li> </ul>	<p>To highlight, honour and respect the contributions of Black Canadians to military service. Provide resources and artifacts that will authenticate the contribution of Black Canadians to the Canadian military</p> <p>To provide resources that will disrupt the production of Anti-Black racism</p>	<ul style="list-style-type: none"> <li>• A plethora of resources were provided to TCDSB schools that allowed staff to engage thousands of students re: the contributions and the challenges faced by Black Canadian military service people</li> <li>• Webinar that featured Black Canadian service people in action in Jordan Middle East</li> </ul>
<b>Semana de la Salud (Health Week)</b>	11/2020	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Involve</li> <li>• Collaborate</li> </ul>	To provide parents with information on mental health and well-being, the Community Relations Department in collaboration with members of the Latin-Hispanic community, and the Consulates of Mexico and Colombia, participated in the Virtual <i>Semana de la Salud</i> forum	<ul style="list-style-type: none"> <li>• Mental health and special education resources were provided to parents</li> </ul>
<b>Settlement workers Info Session and Meet and Greet</b>	02/2021	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Involve</li> <li>• Collaborate</li> </ul>	To deliver an information session about TCDSB's equity action plan, mental health strategies, international student support and newcomer best practices to	<ul style="list-style-type: none"> <li>• Fifty settlement workers and managers from five settlement agencies were in attendance</li> </ul>

ENGAGEMENT	DATE (MM/YY)	LEVEL	PURPOSE/GOAL	OUTCOME/IMPACT
			settlement workers in a 'meet and greet' setting	
<b>St. Joseph's Morrow Park S.S. Black Students' Conference</b>	06/2021	<ul style="list-style-type: none"> <li>• Involve</li> <li>• Collaborate</li> <li>• Consensus</li> <li>• Empower</li> </ul>	To highlight, honour and respect the experiences of black female students at St. Joseph's Morrow Park S.S. and Black Canadian females. Provide resources to support the dismantling of the intersectionality of Anti-Black racism	<ul style="list-style-type: none"> <li>• Young Black girls discovered their individuality, identity, and creative gifts. In addition, St. Joseph's Morrow Park S.S staff learned about the schooling experiences of Black female students</li> </ul>
<b>Supporting Bishop Marrocco/Thomas Merton 2020/21</b>	07/2021	<ul style="list-style-type: none"> <li>• Involve</li> <li>• Collaborate</li> <li>• Consensus</li> <li>• Empower</li> </ul>	<p>The project focused on the implementation of Soccer and Dance Camps in Attawapiskat</p> <p>This initiative supports community partnerships and Increase knowledge base of FNMI history, culture, and worldviews both for administrators, teachers integrating the cross-curricular expectations in curriculum and TCDSB's on-going support for professional development of staff in the area of Mental Health support for students</p>	<ul style="list-style-type: none"> <li>• Increase in participation of Indigenous parents in education</li> <li>• Increase in opportunities for knowledge sharing, collaboration and issue resolution among Indigenous communities, organizations, schools, school boards and the Ministry of Education</li> </ul>

ENGAGEMENT	DATE (MM/YY)	LEVEL	PURPOSE/GOAL	OUTCOME/IMPACT
<b>Take Care Children's Mask Distribution</b>	2021	<ul style="list-style-type: none"> <li>• Collaborate</li> </ul>	Provide free 100% cotton made in Canada children's masks to EPAN selected schools	<ul style="list-style-type: none"> <li>• Community Relations distributed 6000 masks to 15 EPAN schools</li> </ul>
<b>Tamil Canadian Heritage Month Virtual Celebration and Poster Contest</b>	01/2021	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Involve</li> </ul>	To celebrate and educate students about the Tamil heritage and culture, and to honor the contributions of students of Tamil heritage to Canadian culture	<ul style="list-style-type: none"> <li>• Featured on TCDSB website and on YouTube</li> </ul>
<b>TCDSB/Power to Girls Black Female Students' Conference (Elementary and Secondary)</b>	03/2021	<ul style="list-style-type: none"> <li>• Involve</li> <li>• Collaborate</li> <li>• Consensus</li> <li>• Empower</li> </ul>	To highlight, honour and respect the experiences of black female students and Black Canadian females. Provide resources to support the dismantling of the intersectionality of Anti-Black racism	<ul style="list-style-type: none"> <li>• Young Black girls discovered their individual identity, and creative gifts by developing qualities that help them become leaders and contributing members of society.</li> <li>• Serve as a conduit to the unique experiences of Black Canadian females</li> </ul>
<b>Indigenous Education Teacher Symposium on April 6, 7 &amp; 8, 2021</b>	04/2021	<ul style="list-style-type: none"> <li>• Involve</li> <li>• Collaborate</li> <li>• Consensus</li> <li>• Empower</li> </ul>	<p>Online symposium over three days.</p> <p>The Doctrine of Discovery and TRC's Calls to Action # 45 &amp; 47. The symposium examined the historical and contemporary</p>	<ul style="list-style-type: none"> <li>• Increase in the number of Indigenous teaching and non-teaching staff in school boards</li> <li>• Increase in satisfaction among educators on Indigenous focused</li> </ul>

ENGAGEMENT	DATE (MM/YY)	LEVEL	PURPOSE/GOAL	OUTCOME/IMPACT
			<p>ramifications of the doctrine and other discriminatory practices</p> <p>Keynote speaker was Harry La Forme with speakers Jeffery Hewitt and Mark Charles. This symposium started ongoing initiative since 2007</p>	<p>professional development and resources</p> <ul style="list-style-type: none"> <li>• Increase in the number of Indigenous teaching and non-teaching staff in school board</li> </ul>
<b>Trust 15: Men of Distinction, Ladies on the Rise, Boys of Excellence After School Programs @ Father Henry Carr, MSGR Percy Johnson, St Dorothy, St. Andrew</b>	10/2020 to 06/2021	<ul style="list-style-type: none"> <li>• Involve</li> <li>• Collaborate</li> <li>• Consensus</li> <li>• Empower</li> </ul>	Trust 15 Youth Community Support Organization is a charitable organization that provides youth in the Rexdale/North Etobicoke area with programs that promote and facilitate positive behaviour, creative expression, and cooperative working skills. We exist to give kids in our community the social and educational tools to succeed in society. This is accomplished through mentoring and positive role model intervention	<ul style="list-style-type: none"> <li>• Black and marginalized students discover their individual identity, and creative gifts by developing qualities that help them become leaders and contributing members of society, through mentoring and positive role model intervention</li> </ul>
<b>Ukrainian Canadian</b>	09/2020	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Involve</li> </ul>	To celebrate and educate students about the Ukrainian heritage and	<ul style="list-style-type: none"> <li>• Community members, students and TCDSB staff</li> </ul>

ENGAGEMENT	DATE (MM/YY)	LEVEL	PURPOSE/GOAL	OUTCOME/IMPACT
<b>Heritage Month Celebration</b>		<ul style="list-style-type: none"> <li>• Collaborate</li> </ul>	culture, the Community Relations Department organized a cultural mass and expose	<p>collaborated with content for the video to highlight the contributions of Ukrainian Canadians to TCDSB and Canadian society</p> <ul style="list-style-type: none"> <li>• Video was posted on YouTube and on TCDSB website for students and parent viewing. Learning resources were also shared with schools on the TCDSB webpage</li> <li>• Learning resources were shared with schools on the TCDSB webpage</li> </ul>
<b>Virtual Education Week</b>	08/2021	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Involve</li> <li>• Collaborate</li> </ul>	To provide students, parents, and the community with information on navigating the education system and pathways	<ul style="list-style-type: none"> <li>• Consulate of Mexico, organized the <i>Virtual Forum on Education</i>, Panelists and community participated in a virtual event</li> <li>• Parents were provided with resources and information on the topics presented</li> </ul>



ENGAGEMENT	DATE (MM/YY)	LEVEL	PURPOSE/GOAL	OUTCOME/IMPACT
<b>Visiting Educational Delegations</b>	10/2020	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Collaborate</li> </ul>	To promote TCDSB's educational best practices and to share educational trends with visiting educational delegations from the Netherlands and Australia	<ul style="list-style-type: none"> <li>• Virtual conversations and planning for next school year</li> </ul>

## APPENDIX B - ANNUAL REPORT 2020-2021:

### Community Consultation and Engagement

ENGAGEMENT	LEVEL	PURPOSE/GOAL	OUTCOME/IMPACT
Date (MM/YY)			
TCDSB Social Media Guidelines Consultation	04/19-05/21	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Consult</li> <li>• Involve</li> </ul>	<ul style="list-style-type: none"> <li>• The TCDSB Social Media Guidelines consultation offered TCDSB community and stakeholders with an opportunity to provide input into the TCDSB's first-ever social media guidelines.</li> <li>• Chief of Communications met with various stakeholders including CPIC, OAPCE and union partners, to review the guidelines, seek input and answer questions.</li> <li>• A soft launch of the Social Media Guidelines was done in the Spring of 2021</li> </ul>
Return to School Surveys	10/13/20-10/19/20	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Involve</li> <li>• Consult</li> </ul>	<ul style="list-style-type: none"> <li>• Families were provided with an opportunity to switch learning models in October.</li> <li>• In elementary schools, families had the option to switch from in-person to virtual or virtual to in-person.</li> <li>• In secondary schools, families may switch from in-person/adaptive (partial online) to virtual learning (fully online) or from virtual learning to in-person/adaptive.</li> <li>• 75% of families selected in-person</li> <li>• 25% of families selected remote</li> </ul>
Focus Groups: Black Voices	01/21-06/21	<ul style="list-style-type: none"> <li>• Consult</li> <li>• Involve</li> </ul>	<ul style="list-style-type: none"> <li>• To listen to the lived experiences of stakeholders in the TCDSB who identify as Black</li> <li>• The focus groups included students, teachers, and administrators</li> </ul>

			<ul style="list-style-type: none"> <li>• This data would inform the Dismantling Anti-Black Racism Strategy integrated into the next Equity Action Plan</li> </ul>	<ul style="list-style-type: none"> <li>• In addition to the data, participants reported a sense of safety and community, as well as a genuine sense that the TCDSB is listening to the concerns of the Black community</li> </ul>
Anti-Racism and Anti-Oppression Planning Guide Monograph Consultation	04/21	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Consult</li> <li>• Involve</li> </ul>	<ul style="list-style-type: none"> <li>• The Anti-Racism and Anti-Oppression Planning Guide monograph will provide teachers and staff with a tool to ensure that their lessons and other activities are created with anti-racism and anti-oppression principles in mind</li> </ul>	<ul style="list-style-type: none"> <li>• Input was sought from community advisory committees, who provided additional insight and recommendations for the monograph to be released this school year</li> </ul>
De-streaming of Gr. 9 Mathematics	04/21	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Involve</li> <li>• Consult</li> </ul>	<ul style="list-style-type: none"> <li>• There were 3 first round consultations of community committees to collect feedback and address any questions.</li> <li>• The consultations included an explanation of the Ministry of Education's mandate and rationale for De-Streaming of Grade 9 Math, some basic understanding of what implicit bias is in order to explain what the purpose of the professional learning for TCDSB staff, and an overview of the professional learning plan for TCDSB staff, specifically, educators, guidance counsellors and administrators. The presentation ended with an invitation for additional feedback</li> </ul>	<ul style="list-style-type: none"> <li>• CPIC, Community Advisory Committees, and the Special Education Advisory Committee (SEAC) were consulted</li> </ul>

			via survey (community members received a survey via e-mail to add any feedback).	
Multi-Year Strategic Plan	04/29-05/25	<ul style="list-style-type: none"> <li>• Consult</li> <li>• Involve</li> </ul>	<ul style="list-style-type: none"> <li>• With the initiation of developing a new MYSP, staff together with an external facilitator have engaged with key stakeholders.</li> </ul>	<p>The following engagement took place:</p> <ul style="list-style-type: none"> <li>• Trustee &amp; Senior staff session – April 29, 2021</li> <li>• Advisory Committees – May 10, 2021</li> <li>• SEAC – May 19, 2021</li> <li>• CPIC &amp; OAPCE – May 25, 2021</li> </ul>
School Community Relocation/Renewal Update Townhalls	05/13/21 - 09/01/21	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Consult</li> <li>• Involve</li> </ul>	<ul style="list-style-type: none"> <li>• Provide school communities with detailed information about upcoming temporary relocations (related to reconstruction accommodation), or impact of construction or renewal work</li> </ul>	<p>The following school communities held townhalls during this period:</p> <ul style="list-style-type: none"> <li>• Dante Alighieri - May 13, 2021</li> <li>• St Leo - June 2, 2021</li> <li>• Holy Angels - May 31, 2021</li> <li>• St Matthias - May 19, 2021</li> <li>• Loretto Abbey – September 1, 2021</li> </ul>
Budget Consultations	05/21	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Consult</li> <li>• Involve</li> </ul>	<ul style="list-style-type: none"> <li>• The 2021-22 budget consultation offered TCDSB community and stakeholders with an opportunity to provide input in a number of different ways in advance of the provincial release of grants for student needs</li> </ul>	<ul style="list-style-type: none"> <li>• Staff met with various stakeholders including Principals, CPIC, OAPCE, CSLIT, ESCLIT, SEAC, TECT, TSU, MAPA, ETFO, CUPE, APSSP</li> <li>• 3 TCDSB Virtual Town Halls were held that focused on students, staff and facilities, and 354 live attendees learned more</li> </ul>

				<p>about the budget process, potential COVID impacts and asked questions. Town Hall videos were made available on YouTube for those unable to attend live and received 720+ views.</p> <ul style="list-style-type: none"> <li>• Budget consultation survey received 7,415 responses</li> </ul>
Parent/Guardian Feedback on Elementary Student Online Learning (grades JK-8)	05/21	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Involve</li> <li>• Consult</li> </ul>	<ul style="list-style-type: none"> <li>• TCDSB invited parent/guardian feedback on their elementary child(ren)'s experience with online/remote learning from September 2020 until May 2021. The information was collected as per Ontario Ministry of Education Policy/Program Memorandum (PPM) No. 164. The survey was anonymous and was intended for parents/guardians.</li> </ul>	<ul style="list-style-type: none"> <li>• 7,168 parents/guardians responded to the online survey</li> </ul>
Parent/Guardian Feedback on Secondary Student Online Learning (grades 9-12)	05/21	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Involve</li> <li>• Consult</li> </ul>	<ul style="list-style-type: none"> <li>• A sampling of families with children from Grades 6 to 12 were invited to provide feedback about their own experience with online/remote learning</li> </ul>	<ul style="list-style-type: none"> <li>• 1,986 parents/guardians responded to the online survey</li> </ul>
TCDSB Grade 9 Student Census	06/21	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Consult</li> </ul>	<ul style="list-style-type: none"> <li>• In an ongoing effort to improve our schools and create a welcoming environment for our students to succeed, TCDSB participated in this Ontario data collection initiative, asking all Grade 9 students in our system</li> </ul>	<ul style="list-style-type: none"> <li>• 3,432 students participated in the online survey</li> </ul>

			to complete the 2021 TCDSB Student Census.	
Equity Action Plan	06/21	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Involve</li> <li>• Consult</li> </ul>	<ul style="list-style-type: none"> <li>• A new TCDSB Equity Action Plan is set to be created for 2021-2024. Consultations with all stakeholder groups will take place.</li> </ul>	<ul style="list-style-type: none"> <li>• All community advisory groups participated in this consultation</li> </ul>
Parent/Guardian Voice June 2021 Annual Survey	06/07/21-06/18/21	<ul style="list-style-type: none"> <li>• Involve</li> <li>• Consult</li> </ul>	<ul style="list-style-type: none"> <li>• This annual survey seeks feedback from parents/guardians about their overall satisfaction with their child's school. This year, the survey covered the period between September 2020 and June 2021.</li> </ul>	<ul style="list-style-type: none"> <li>• 7,276 parents/guardians responded to the online survey</li> <li>• 75% of responses were based on children in elementary (JK-Grade 8); 24% for secondary (Grades 9-12)</li> <li>• Results were positive and showed continuous improvement</li> </ul>
September Learning Model Registration	07/21-08/06/21	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Involve</li> <li>• Consult</li> </ul>	<ul style="list-style-type: none"> <li>• Families were surveyed about Ministry of Education identified return to school scenarios</li> </ul>	<ul style="list-style-type: none"> <li>• 92% in-person learning</li> <li>• 7% selected remote learning</li> </ul>

## APPENDIX C - ANNUAL REPORT 2020-2021:

### Advisory Committees

ADVISORY COMMITTEE	DATE (MM/YY)	CONTINUUM OF ENGAGEMENT	PURPOSE/GOAL	OUTCOME/IMPACT
<b>2SLGBTQ+ Advisory Committee</b>	03/11 04/21 04/29 05/10 05/11 06/17	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Involve</li> <li>• Consult</li> <li>• Collaborate</li> </ul>	The 2SLGBTQ+ Advisory Committee discusses issues and concerns as they relate to supporting 2SLGBTQ+ students. The goal is to create safer, more inclusive learning environments with enhanced achievement and well-being.	<ul style="list-style-type: none"> <li>• Committee and membership established</li> <li>• Terms of Reference created</li> <li>• Recommendation made on the proclamation of Pride Month, as well as raising of Pride flags (recommendation was subsequently approved by the Board of Trustees)</li> </ul>
<b>Advisory Committee for Portuguese Speaking Communities</b>	11/20 02/21 05/21 06/21	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Involve</li> <li>• Consult</li> <li>• Collaborate</li> </ul>	<p>To update membership of the Advisory Committee for Portuguese Speaking Communities in accordance with the Terms of Reference, the Community Relations Department followed the established procedures and process to update membership.</p> <p>To involve the committee members in various TCDSB community consultations involvement.</p>	<ul style="list-style-type: none"> <li>• Member working with community and schools, administrators to: <ul style="list-style-type: none"> <li>○ Increase community connectedness</li> <li>○ Build and improve avenues for connection and engagement</li> <li>○ Increase awareness of parental engagement and students' voices</li> </ul> </li> <li>• Parent Townhall in June to continue developing parental engagement and student success and well-being</li> <li>• Members participated in the following consultations: IL policy consultation,</li> </ul>

ADVISORY COMMITTEE	DATE (MM/YY)	CONTINUUM OF ENGAGEMENT	PURPOSE/GOAL	OUTCOME/IMPACT
			<p>To track the success and challenges of students of Portuguese descent, a request for data pertaining to the success of students of Portuguese descent was made by the committee.</p> <p>To support students and families during the COVID-19 pandemic, staff worked with the committee to create a list of TCDSB and community supports and resources specific to their diaspora, as well as tutorial supports during the summer.</p>	<p>data collection, student identity-based consultation, workforce census, gender identity, de-streaming, MYSP, equity action plan</p> <ul style="list-style-type: none"> <li>• Members were actively engaged during the planning and development of the workshops, townhall and Heritage month celebration</li> <li>• Staff will continue the committee with support and resources for student success</li> <li>• Culturally sensitive and specific resources and supports posted on the TCDSB website</li> <li>• Membership call-out to take place in 2021-2021</li> </ul>
<b>Advisory Committee for Spanish Speaking Communities</b>	9/20 – 6/21	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Involve</li> <li>• Collaborate</li> </ul>	Membership was updated in accordance with the Terms of reference of the Advisory Committee for Spanish Speaking Communities.	<ul style="list-style-type: none"> <li>• Newly appointed members attend two virtual meetings in the 2020-2021 academic year</li> <li>• Dialogue included: implementing a TCDSB resource webpage to support the community, planning for a 2021-22 mentorship event with TCDSB alumni</li> </ul>



ADVISORY COMMITTEE	DATE (MM/YY)	CONTINUUM OF ENGAGEMENT	PURPOSE/GOAL	OUTCOME/IMPACT
				and community members, anti-racism education, future data collection, and how to engage and support Spanish speaking students and newcomers.
<b>African Canadian Advisory Committee</b>	10/19 12/02 01/20 03/11 04/20 05/25 06/07 06/22	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Consult</li> <li>• Involve</li> <li>• Collaborate</li> </ul>	<p>The African Canadian Advisory Committee represents a platform of which members of the African Canadian diasporas can discuss issues and the concerns of the communities, as they relate to African Canadian students.</p> <p>To support students and families during the COVID-19 pandemic, staff worked with the committee to create a list of TCDSB and community supports and resources specific to their diaspora.</p>	<ul style="list-style-type: none"> <li>• This year, discussions focused on: data collection; anti-Black racism – staff and student lived experiences; proposed review of the ACAC’s effectiveness in addressing Black student achievement and well-being; and responses to the COVID-19 pandemic, such as food and mental health supports</li> <li>• A new Terms of Reference was created and subsequently approved by the Board of Trustees</li> <li>• Member representatives of the ACAC served on committees involved in the organization of an Equity Career Fair, as well as focus groups for Black stakeholders in the TCDSB</li> <li>• Culturally sensitive and specific resources, through the engagement of African-Canadian organizations, and supports were provided and posted on the TCDSB website</li> </ul>

ADVISORY COMMITTEE	DATE (MM/YY)	CONTINUUM OF ENGAGEMENT	PURPOSE/GOAL	OUTCOME/IMPACT
				<ul style="list-style-type: none"> <li>• New members to join in 2021-2022</li> </ul>
<b>Filipino Canadian Advisory Committee</b>	9/20 11/20 2/21 4/21	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Involve</li> <li>• Collaborate</li> </ul>	<p>To discuss educational issues and barriers to Filipino student achievement and to collaborate on projects and strategies that support student success.</p> <p>To collaborate with community partners such as the Archdiocese of Toronto and the Philippine Consulate to honor and celebrate the Quincentennial Jubilee of Christianity in the Philippines (QJCP) to enhance, strengthen Catholic faith and values.</p> <p>To advocate in providing Professional Learning (PD) opportunity to new teachers (NTIP) on culturally relevant pedagogy and curriculum resources relevant to Filipino students through the Philippine Arts and Social</p>	<ul style="list-style-type: none"> <li>• Discussions included: anti-racism education, data collection, graduation rates, culturally responsive and relevant resources</li> <li>• The QJCP engaged thousands of students and community members from its launch in October 2020-2021 to June 2021, with activities including mass, artwork competition and school virtual visits</li> <li>• The PASSOC secondary curriculum is available to elementary (Geography, Social Studies, Dance) and secondary teachers (CWS, English). The development of curriculum resources will continue as a summer writing project</li> <li>• Culturally sensitive and specific resources and tutorial supports during the summer were provided and posted on the TCDSB website through the settlement workers in schools, various workshops on settling in Canada, reunification and</li> </ul>

ADVISORY COMMITTEE	DATE (MM/YY)	CONTINUUM OF ENGAGEMENT	PURPOSE/GOAL	OUTCOME/IMPACT
			<p>Studies in the Ontario Curriculum (PASSOC) project. Staff continue to collaborate with the committee to develop curriculum support resources.</p> <p>To support students and families during the COVID-19 pandemic, staff worked with the committee to create a list of TCDSB and community supports and resources specific to their diaspora, as well as tutorial supports during the summer.</p> <p>To involve and work collaboratively with the Philippine Teacher Association in Canada and Human Resource department in order to support/hire internationally trained teachers/ newcomers and to advocate for staff representation for the Filipino community.</p>	<p>mental health support were initiated by Catholic Cross-cultural services and North York Community House</p> <ul style="list-style-type: none"> <li>• The committee advocated to advertise and share community programs to schools to allow students to participate in the following programs: Outstanding Filipino Student Awards, Filipino Heritage Council Arts Competition, STEAM Project, Mental Health Services workshop, Proudly Pinoy, Pinoys on Parliament, Philippine Consulate General's programs</li> <li>• Through liaison with the committee, a consultation meeting between HR and PTAC occurred</li> <li>• The advisory members participated in the following consultations: IL policy consultation, data collection, student identity-based consultation, workforce census, gender identity, de-streaming, MYSP, equity action plan</li> </ul>

ADVISORY COMMITTEE	DATE (MM/YY)	CONTINUUM OF ENGAGEMENT	PURPOSE/GOAL	OUTCOME/IMPACT
			<p>To support new immigrant parents and students through reunification workshops and educational services.</p> <p>To support the work of the community in enhancing student educational experiences and community engagement such as participation in awards, competition and scholarships sponsored by Filipino agencies.</p> <p>To involve the committee members in various TCDSB Community consultations involvement.</p> <p>To involve the committee members during Filipino and Asian heritage months celebration.</p>	<ul style="list-style-type: none"> <li>Members were actively engaged during the Asian Heritage Month in May and Filipino Heritage Month in June</li> </ul>

ADVISORY COMMITTEE	DATE (MM/YY)	CONTINUUM OF ENGAGEMENT	PURPOSE/GOAL	OUTCOME/IMPACT
<b>Indigenous Education Advisory Committee</b>	10/08 12/08 02/24 03/23 05/12	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Consult</li> <li>• Involve</li> <li>• Collaborate</li> </ul>	<p>To develop the annual Board Action Plan for Indigenous Education, the committee provided input and feedback on TCDSB's Indigenous education programming and initiatives.</p> <p>To develop programming and provide specific resources to support student achievement and well-being among Indigenous students, the committee provided input self-identification strategies.</p> <p>To support students and families during the COVID-19 pandemic, staff worked with the committee to create a list of TCDSB, and community support and resources specific to their diaspora.</p> <p>To involve the committee members in various TCDSB community consultations</p>	<ul style="list-style-type: none"> <li>• Pre-recordings of the Land Acknowledgement were sent to all the schools to ensure correct pronunciation of Indigenous names</li> <li>• Phone communications were used by the Elder/Knowledge Keeper in Residence Program to provide community support for emotional well-being and mental health during the COVID pandemic</li> <li>• The Indigenous Education Department provided funding for orange t-shirts for all Indigenous students in our board for the school year 2020/21 and funding for teachers to take AQ courses in Indigenous Education</li> <li>• Online resources were provided for our Indigenous community during the pandemic through the TCDSB's Indigenous Education website,</li> <li>• Funding to provide online French resources on Indigenous Education</li> <li>• Members were actively involved in Indigenous Heritage Month, Treaty Recognition Week, BAP 2020/2021, Orange Day t-shirt design, online visits</li> </ul>

ADVISORY COMMITTEE	DATE (MM/YY)	CONTINUUM OF ENGAGEMENT	PURPOSE/GOAL	OUTCOME/IMPACT
			involvement relating to Indigenous matters.	to k to 12 classes and students school assemblies
<b>Ukrainian Canadian Advisory Committee</b>	11/20 02/21 04/21 06/21	<ul style="list-style-type: none"> <li>• Inform</li> <li>• Involve</li> <li>• Consult</li> <li>• Collaborate</li> </ul>	<p>To support and guide students of Ukrainian descent in the Eastern Rite faith and history, the Ukrainian Advisory Committee is assessing the contents the Ministry of Ontario K-12 curriculum in collaboration with the Eparchy, NC team and the Co-mmunity Relations Department.</p> <p>To support students and families during the COVID-19 pandemic, staff worked with the committee to create a list of TCDSB and community supports and resources specific to their diaspora.</p>	<ul style="list-style-type: none"> <li>• Membership call-out for the 21-22</li> <li>• Staff will collaborate with the committee on the Eastern Rite Catholic curriculum project in 2020-2021 academic year</li> <li>• Members participated in the following consultations: IL policy consultation, data collection, student identity-based consultation, workforce census, gender identity, de-streaming, MYSP, equity action plan</li> <li>• Members were actively engaged with the Heritage month celebration</li> </ul>



## REPORT TO

## REGULAR BOARD

### VOICES THAT CHALLENGE 2021 CSLIT – INSPIRING ACTIVE CITIZENSHIP IN CATHOLIC EDUCATION

*So let a man think of us as Christ's servants, and stewards of God's mysteries. Here, moreover, it is required of stewards, that they be found faithful. (1 Corinthians 4:1-2)*

Created, Draft	First Tabling	Review
October 12, 2021	October 21, 2021	<a href="#">Click here to enter a date.</a>

K. Baybayon, Student Trustee, CSLIT Co-Chair  
S. De Castro, Student Trustee, CSLIT Co-Chair  
M. Consul, Catholic Student Leadership Resource Teacher  
M. Caccamo, Superintendent of NCC, Safe Schools, Cont. Ed., St. Anne Catholic Academy

### INFORMATION REPORT

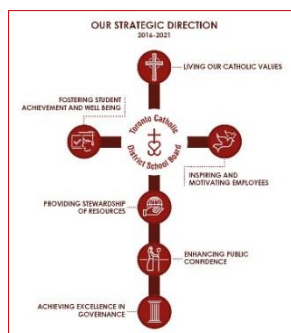
#### Vision:

*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.*



Brendan Browne, PhD  
Director of Education

A. Della Mora  
Associate Director of Academic  
Affairs and  
Chief Operating Officer

D. Boyce  
Associate Director of  
Facilities, Business and  
Community Development

R. Putnam  
Chief Financial Officer and  
Treasurer

## **A. EXECUTIVE SUMMARY**

This report shares student perspectives on how positive change can be made within the Toronto Catholic District School Board (TCDSB) community and beyond. It identifies five key pillars that students have deemed relevant and important. This report provides a vision for what the Student Trustees, the Catholic Student Leadership Impact Team (CSLIT) Executive, and the CSLIT General Assembly plan to work on during the upcoming academic year. It includes ideas and examples which address the recommendations brought forward by the outgoing CSLIT Executive Council and outgoing Student Trustee. In addition, it includes valuable student input pertaining to the implementation of social justice initiatives addressing the needs associated with each selected pillar.

*The cumulative staff time required to prepare this report was 40 hours.*

## **B. PURPOSE**

1. This report complies with the requirement of an annual report to the Board of Trustees based on CSLIT's "*Voices that Challenge*" conference which took place virtually on March 5th, 2021.
2. The areas of focus raised within the five pillars represent the collective voice of the students across the board. The opportunity to present these concerns at the board level allows for direct involvement and needed dialogue regarding relevant issues that impact TCDSB students. During the first CSLIT online meeting of the year, held on Tuesday, September 28, 2021, participants were given the opportunity to express which school issues they are most passionate about. Students were then given the opportunity to rank which issues they feel need the most attention and action. This strategy allows the Student Trustees to prioritize and clarify student recommendations in order to select what specific initiatives to focus on during their term.

## **C. BACKGROUND**

1. Due to COVID-19, we were prevented from hosting CSLIT's annual *Voices that Challenge* conference in-person, however, a virtual conference was held on Friday, March 5, 2021. One thousand six hundred thirteen (1613)



TCDSB students attended this virtual conference. At this event, students were given the opportunity to fill out an online survey which asked, what social justice issues do you feel are most relevant to students. Participants were also invited to give ideas on how to address their most important social justice issues.

2. Due to COVID-19, leaders from across the school board were unable to gather at Olympia Sports Camp this summer. Over the last 12 years, CSLIT has organized a *Catholic Leadership Camp* at the end of August where students from every TCDSB high school are able to interact, collaborate, and discuss the survey results from the Voices that Challenge conference. This summer overnight excursion also allows the newly appointed CSLIT Executive to further analyse the student voice collected from the Voices that Challenge conference and discuss what pillars should be focused on for the upcoming school year.
3. Rather than a summer retreat at Olympia Sports Camp, on Friday, September 10, 2021, our newly appointed 2021-2022 CSLIT Executive met to review last year's pillars and action plans. The CSLIT Executive members participated in very insightful discussions and started brainstorming possible ideas for this year, building upon last year's success.
4. On Tuesday, September 28, 2021, CSLIT held its first virtual online general assembly meeting of the year. The CSLIT Executive surveyed the CSLIT general assembly for their input surrounding common issues students often face and used this feedback to create new action plans that may be more conducive to this year's educational climate. This gave the student body an opportunity to provide input on what they think this year's pillars of focus should be.
5. The Student Trustees and CSLIT Executive reviewed the results from September 28, 2021. The general assembly's input was extremely useful in ensuring that the opinions brought forward during the 2021 "*Voices that Challenge*" conference are still relevant. CSLIT Executive members reviewed the student ideas collected and prioritized various action items attributed to each pillar based on survey results.
6. The pillars of focus and the action items associated with each pillar will be assigned to appropriate CSLIT Executive members and subcommittees so that action can be taken to make those visions a reality.

7. The practice of recommending initiatives from the “*Voices that Challenge*” conference through the outgoing Student Trustee and the previous CSLIT Executive Council to the incoming CSLIT Executive Council has become the adopted standard. This allows for the current Student Trustees and CSLIT Executive to build upon the success of last year’s Executive while working on any new priorities they feel are most relevant.
8. The current recommendations put forth by the 2021-2022 CSLIT Executive will be more successful with the assistance of different departments and appropriate staff.

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

1. The COVID-19 pandemic had a significant impact on last year’s CSLIT 2020-2021 recommended actions. The following is a summary of some of the work that CSLIT was able to complete last year, as well as any cancellations that resulted due to the pandemic.

### **Growing in Faith**

- CSLIT was able to continue to host *Let’s Talk Faith*, a monthly student-led spiritual online reflection and conversation broadcasted on YouTube live. This monthly event created interaction, discussion, and an opportunity to experience communal prayer with Catholic student leaders and staff from across the TCDSB. Supported by the TCDSB Nurturing our Catholic Community Team, students explored and discussed various topics that helped deepen their faith and understanding, as well as strengthen their relationship with God. Topics and activities included:
  - Various guest speakers:
    - Scientist from Cornell University
    - Chaplain from the University of Toronto
    - TCDSB high school chaplains and teachers
  - The role of young leaders in the Bible
  - Bible Trivia
  - Sharing personal stories of faith

Last year, with the support of the Nurturing our Catholic Community Team, our CSLIT Executive Director of Faith created a virtual *Faith Camp*

experience. This initiative occurred over two days and allowed participants to learn, ask questions, share, celebrate, and live out what it means to be Catholic. Students from across the TCDSB were able to come together to participate in many faith-based activities and discussions which included:

- The link between science and faith
- Exploring ways to put your faith into action
- Q&A with Father Damian Young-Sam-You
- Making rosaries
- Bible Trivia
- Communal prayers
- Praise and worship

For every CSLIT and Catholic Student Leadership event, the CSLIT faith committee wrote, organized, and led opening prayers, closing prayers and intentions.

### **Multiculturalism and Diversity Advocacy**

- CSLIT encouraged the Board to continue to promote and support the various heritage months throughout the school year and host monthly celebration events to embrace our various cultures.
- CSLIT established new student groups: the *Catholic Youth Black Alliance (CYBA)* and the *Asian Core Team*. These groups helped plan many of the initiatives described below.
- CSLIT created a new clothing line called *Teach Peace Era*, which raised money for various multi-cultural charities.
- CSLIT assisted with the *Newcomer Conference*. Our leaders helped emcee the event, host workshops, and assisted newcomer students in creating videos submission for the Newcomer video contest.
- CSLIT played a significant role in the Anti-Racism conference organized by the Community Relations department. During this 2-day event, The CSLIT Director of Equity was the keynote speaker. In addition, members of CSLIT's Equity committee helped facilitate workshops during the event.
- CSLIT hosted an online weekly talk show called "The Focus" which featured prominent leaders within the community of diverse backgrounds.

These leaders shared their lived experiences and tips on how to navigate around and through existing systemic barriers. Guests included teachers, police officers, doctors, lawyers, teachers, business owners, and various alumni.

- CSLIT hosted 5 Black History month virtual board wide presentations offered to students in grades 7 to 12. Each session focused on different topics related to the black community and the celebration of African heritage.
- During Black History Month, CSLIT hosted an online event called *Hear Me Out* where a panel of successful TCDSB professionals talked to youth about the similar struggles they faced growing up and how they overcame these barriers.
- CSLIT hosted an online event entitled *Culture Shock*, where students from different backgrounds got together to dialogue about what makes their culture unique and celebrate the commonalities between us all.
- CSLIT hosted an *Asian Awareness* webinar where students discussed topics like Asian stereotypes, systemic Asian barriers, and the concept of a “model minority”. Students were able to dialogue with staff and each other to discuss ways to address these topics relevant to Asian students.

## **Mental Health and Well Being**

- Due to COVID-19, the *Stop the Stigma* conferences were held virtually this year. CSLIT helped create videos to promote mental health and well being.
- CSLIT conducted a fundraiser which was donated to CAMH, the Centre for Addiction and Mental Health.
- At the end of each CSLIT and ECSLIT monthly meeting, we held online guided meditation sessions for students who needed an outlet to relax or destress.
- At the *Voices that Challenge* conference and *iLITE* Conferences, CSLIT helped organize many workshop presenters that focused on the topic of mental well-being.

- CSLIT hosted monthly *Zen-Doodle* gatherings where students from different schools gathered to meditate via art. During these guided art exercises, students had the opportunity to talk, socialize, have fun, and retreat for 90 minutes to enjoy peace and positive conversation.
- It is important to note that many students commented that due to extra-curriculars being cancelled, CSLIT and ECSLIT events were things they extremely looked forward to participating in which helped balance school life and contributed to good mental health. For many students, it was their only social outlet outside of class time since sports, clubs, and excursions were cancelled due to COVID-19.

### **Indigenous Education and Immersion**

- CSLIT recommended that the TCDSB should find ways to better educate students on the importance and origin of Orange Shirt Day and to truly dig deep on the meaning behind this event. Many students we polled said they had a better understanding of the significance of the day, more so than any other year.
- Unfortunately, due to the pandemic, our *Indigenous Leadership Program* and Immersion to Manitoulin Island had to be cancelled for a second year.
- Indigenous leaders were highlighted within our ECSLIT meetings as well as the origin and importance of Orange Shirt Day.
- We invited an Indigenous elder to speak at *Let's Talk Faith* webinar to educate students on Indigenous traditions and the commonalities with the Catholic faith.

### **Respecting Differences, Inclusion and Belonging**

- On a motion of the Board of Trustees, CSLIT established the first ever 2SLGBTQ+ Student Committee. This committee welcomed all members of the community and allies to come together monthly to plan different initiatives that can help promote awareness and education at the board and school level.
- CSLIT hosted a 2SLGBTQ+ webinar. TCDSB students were able to come together to learn more about the community and ways in which they can be

allies to their friends and family. We covered many crucial topics, such as the differences between gender identity and gender expression, terms and definitions, tackling stigmas and misconceptions, as well as showing respect towards others.

- CSLIT advocated to have the Pride Flag flown at the CEC and all TCDSB schools as well as acknowledging June as Pride Month. We are proud to see the board's journey in showing acceptance and inclusion towards our 2SLGBTQ+ students and staff.

### **Other Catholic Student Leadership Initiatives**

- CSLIT hosted an online webinar called *Cash Money Class*. Based on student requests, the need to have a financial literacy initiative was expressed by many students. Guest speakers included a professional financial planner who spoke about the power of saving early, taxes, and investments.
  - *President's Council* is an event CSLIT hosts annually where student council members from each Catholic secondary school come together to network and share best practices.
  - *Voices that Challenge* is our annual CSLIT conference. Last year it was held online with all TCDSB high schools, and 1613 students were in attendance. Students enjoyed various keynote speakers, workshops, and an inter-school talent showcase.
  - *SMILE Camp* was run virtually last year at both the elementary and secondary level. Students at SMILE Camp identified high priority needs within their community and created action plans to address those needs after 3 days of leadership training.
2. Every high school was represented at the *Voices That Challenge* online conference on March 5, 2021. As mentioned, 1613 high school students were in attendance. Each student was invited to complete a survey asking them to name two social justice issues they are passionate about that they would like to see the board focus on an address.
  3. Twenty-nine different topics were brought forth by our students on the *Voices that Challenge* survey. From the twenty-nine topics, we compiled

and presented the ten most frequent topics before the CSLIT General Assembly and asked them to select their top 5 priorities.

4. After getting the input from the CSLIT General Assembly, the CSLIT Executive Council reviewed the collected data and developed specific action items related to selected student recommendations. The following is an action plan outlining the intended pillars of focus for the action plan “*CSLIT: Inspiring Active Citizenship in Catholic Education.*” Note: the items listed are not necessarily in order of importance; CSLIT recognizes that the different action items listed below become a priority at different points in the school year.
5. In years past we had a *Growing in Faith* and an *Environmental Stewardship* were two pillars of focus. To explore new topics, we will ensure that elements of our faith and sustainable earth friendly practices will be incorporated into all the 5 pillars below.

### **CSLIT 2021-2022 Recommended Actions**

#### **1. Supporting Students with Special Needs**

Psalm 139: 14 “I praise you because I am fearfully and wonderfully made; your works are wonderful, I know that full well.”

As Children of the Light, it is important we recognize that we are all unique and possess different talents and qualities given by God. To ensure our Catholic Student body continues to uphold a welcoming school environment, we must support our peers with special needs and students in Special Education programs. Regardless of exceptionality, every student should have access to leadership opportunities at the school and board level.

CSLIT wants to eliminate barriers that can be found in classroom and social settings that can often restrict our peers with exceptionalities from participating. We want to enhance opportunities given to our students in Special Education, and promote greater participation in Catholic Student Leadership events. In addition, CSLIT will place a greater emphasis and focus on ensuring all activities and opportunities planned are accessible to all participants, including those with special needs.

The Catholic Graduate Expectations call on us to be responsible citizens who give witness to Catholic social teaching by promoting peace, justice and the



sacredness of human life. CSLIT acknowledges our responsibility as Catholic citizens to leave no peer by oneself. We can accomplish this by being more mindful about the types of initiatives we create and the types of activities we organize within our programs.

This year CSLIT hopes to be able to bring back the TCDSB Special Olympics in May. Members of our General Assembly traditionally play a significant role in planning and executing this event. If pandemic restrictions continue, we will look to a virtual alternative.

Every month, members of the CSLIT Executive will be challenged to personally invite designated members of their school community to participate in our monthly meetings. This will include grade 9 students, newcomers, as well as students within special needs. CSLIT strives to expand the demographic of students that attend Catholic Student Leadership events.

When sending out official invites to Catholic Student Leadership programs, we will encourage teachers to include students with special needs as part of their delegation.

## **2. Mental Health and Well-Being**

1 Peter 3, 15 - "In an age which seems more fearful of the future, we are directed to give an account of the hope that is within us."

Mental health and well-being refer to much more than the absence of mental illness, and plays a key role in a student's life. Mental health issues can occur at a very young age and affects a student's physical health, school success, and personal relationships.

As a Catholic school board, we must ensure that we prioritize the spiritual needs of a student's soul. The goal of being a *reflective, creative, and holistic thinker*, is difficult to achieve when one struggles with mental health. If we make our community more aware of the difference between mental illness and mental health, then we can promote the idea of mental wealth.

We want to ensure that the needs of students with mental health struggles are heard. With the support of the TCDSB's Mental Health Services Department, the CSLIT Mental Health and Well-Being subcommittee will create initiatives to address and educate students about the stigmas that exist surrounding mental illness, while publicizing the supports available to all students.



Spreading awareness is a key component to reducing the stigma around mental health. This is why we will designate one monthly CSLIT meeting to focus on mental health. At this meeting we will invite mental health professionals to speak to our general assembly focusing on ways to de-stress and relax as well as informing our students about available outlets if one needs support. Mental Health workshops at Camp Olympia and Voices that Challenge will also be organized to help spread education and awareness.

Exam time is a very stressful period for high school students. We plan to create small events prior to exam period which will give students the opportunity to disconnect for a short period of time and to take their minds off what might be causing them stress or anxiety. We will brainstorm with the board's mental health team to organize meaningful and effective programs that promote mental health and balance.

CSLIT plans to play an even bigger role with the board's Stop the Stigma conference this year by forming a student mental health subcommittee that will liaise with our board's mental health staff.

### **3. Enhancing Equity**

Colossians 1:16-17 - "For by him all things were created, in heaven and on earth, visible and invisible, whether thrones or dominions or rulers or authorities—all things were created through him and for him. And he is before all things, and in him all things hold together."

God has created each individual person in His likeness and image. We are called to celebrate our differences and live in harmony. As *collaborative contributors*, we need to ensure that we create environments that respect the rights of all students so that everyone feels a sense of dignity through the acceptance of self and others.

The immense diversity within the TCDSB makes our board special and unique. Despite all our racial and cultural differences, all students should feel proud of their heritage and feel comfortable sharing who they are and from where their family originates.

After every CSLIT monthly meeting we will be collecting demographic data to track which pockets of the student body are participating. Using that

information, we will target and promote our upcoming events to a demographic of students underrepresented in previous events. This year we have 4 co-directors of public relations, each is assigned 2 superintendencies. This new structure will help us to better publicize our initiatives to a broader audience.

We will build on the success of last year's newly formed *Catholic Youth Black Alliance* and *Asian Core Team*. These two student groups will be brainstorming ideas for new events that focus on awareness, education, and equity.

CSLIT will continue working closely with the Community Relations Department and superintendent of Equity to support events such as the Newcomer Conference, Anti-Racism Conference, African Heritage Month initiatives, and Proudly Pinoy. CSLIT leaders are also very interested in supporting new initiatives we have never been involved with before.

#### **4. Indigenous Education and Immersion**

Isaiah 1:17 - "Learn to do good; seek justice, correct oppression; bring justice to the fatherless, plead the widow's cause."

The history of the Indigenous peoples in Canada is rich and diverse. Students need to be educated on Indigenous history, so that they may truly understand their immense contribution to our great nation. The culture and history of the FNMI (First Nations, Metis, and Inuit) is an integral component of Canadian history, and students need more opportunities to learn about this important part of being Canadian.

In order to meet the Ontario Catholic School Graduate Expectation of being *an effective communicator*, we must first seek to understand. Awareness is the first step to restoring dignity to Canada's FNMI community. Students need more opportunities to be educated about the mistreatment of Indigenous people.

CSLIT is interested in collaborating with the Native Canadian Centre of Toronto (NCCT). The NCCT provides numerous programs for Indigenous people (children, youth & adults) across Toronto. Programs include, the Seven Grandfather Teachings, Indigenous Innovations and Contributions to the World, Clan Systems, and Medicine Wheel Teachings. These are programs in which our student leaders would be interested in participating. CSLIT can help plan the facilitation of these programs with the assistance of the Indigenous resource staff at the board.

CSLIT plans to conduct various fundraising opportunities to support Indigenous communities. Hopefully with the reinstatement of excursions and overnight trips, the week-long *Indigenous Leadership Program* in Manitoulin Island can occur this year. CSLIT fundraising efforts would be given directly to the communities we will be visiting during our week-long immersion.

One monthly CSLIT meeting will be designated to Indigenous education. At this meeting, we will have an Indigenous guest speaker, as well as activities that teach us about Indigenous culture and heritage.

## **5. 2SLGBTQ+ Inclusion and Acceptance**

Mark 12:31 - “The second is this: ‘You shall love your neighbour as yourself.’ There is no other commandment greater than these.”

To foster a safe and inclusive space within the TCDSB, it is important to respect the differences of others. We are all beautiful in the eyes of God, and we should love one another for who we are.

The Ontario Catholic School Graduate Expectation of being a *caring family member* encourages us to be loving and welcoming to everyone, despite the differences in sexual attraction and gender identification. It calls on teachers, students, and parents to respect one another, so that a safe and inclusive environment is present. Catholic schools should continue to nurture a discrimination-free climate that allows students to be in a space where they can genuinely express themselves without fear of ridicule or discrimination.

CSLIT encourages the TCDSB to continue the momentum created last year with the recognition of June as Pride Month and raising the Pride Flag.

CSLIT will continue the 2SLGBTQ+ Student Advisory Committee to help plan events and initiatives that focus on inclusion and belonging of all students. This committee will continue the groundwork laid by last year’s group that included:

a) The development of a safe, inclusive, online forum where students can share their experiences with respect to 2SLGBTQ+ topics without fear of ridicule or reprisal. Moderated by staff, information gathered and analysed will help inform future practice and decision making based on student voice.

b) The creation of a TCDSB symbol of support that students can voluntarily wear or display to show their acceptance and solidarity with the 2SLGBTQ+ community.

c) The organization of an *Inclusion and Belonging* retreat for members of the community and its allies to discuss topics important to the 2SLGBTQ+ student community.

We want students to know that they are not alone. With the support of the Equity and Diversity Department, and the Nurturing our Catholic Community Team, we would like to invite a Catholic guest speaker familiar with the 2SLGBTQ+ community to dialogue with TCDSB students, a speaker who has experience working with youth and who understands the hardships and struggles that are faced when it comes to self-acceptance. This may help students release their fears and feel more comfortable about expressing their genuine selves.

#### **Additional Board Support**

1. The goal is to have every TCDSB secondary school represented at our CSLIT monthly meetings (virtual or face to face). We ask that all area Superintendents take the initiative to reach out to each of their secondary schools to encourage them to participate in our CSLIT monthly meetings. Monthly attendance can be provided to area superintendents to monitor if their region is being properly represented.
2. The goal is to have a minimum of 16 new elementary schools join ECSLIT. That is 2 new schools from each superintendency. We ask that all area superintendents take the initiative to reach out to each of their secondary schools to encourage them to participate in our ECSLIT monthly meetings. Monthly attendance can be provided to area superintendents to monitor if their region is being properly represented.

## **E. METRICS AND ACCOUNTABILITY**

1. Students should be motivated to create positive change in the world and not ignore any form of injustice. Students feel a calling to live out their faith; as such, involvement in social justice actions allows them to make their faith more visible. The current Student Trustees will be engaging the CSLIT

Executive and relevant subcommittees so that they can work with various staff members to address their specific recommendations. Students feel that Board policies must include student voice and perspective when addressing current and relevant local and global issues.

2. The Student Trustees and CSLIT will report annually to the Board on the impact of their initiatives.

## **F. CONCLUDING STATEMENT**

This report is for the information of the Board.



REPORT TO

REGULAR BOARD

## H.M.33 ACCEPTANCE OF HOSPITALITY AND GIFTS POLICY METRIC 2020-2021

*Out of the gifts to you, you shall set apart every offering due to the Lord;  
the best of all of them is the part to be consecrated. (Numbers 18:29)*

### Created, Draft

October 19, 2021

### First Tabling

October 21, 2021

### Review

[Click here to enter a date.](#)

R. Putnam, Chief Financial Officer and Treasurer

## INFORMATION REPORT

### Vision:

*At Toronto Catholic we transform the world through  
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Derek Boyce  
Associate Director of  
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Ryan Putnam  
Chief Financial Officer and  
Treasurer

## A. EXECUTIVE SUMMARY

TCDSB policy H.M.33 Acceptance of Hospitality or Gifts, requires the Director of Education to annually report to the Board of Trustees with respect to hospitality and/or gifts of considerable value which contribute to student achievement, that were received and accepted on behalf of the TCDSB in the previous school year.

Information was gathered from Executives and Education Council to ascertain whether any gifts of considerable value, which contributed to student achievement, were received during the 2020-2021 school year. The policy defines “considerable value” to mean *any gift, benefit or hospitality whose value exceeds \$100.00*.

Materials donated to the Board were not considered in this assessment as these items are dealt with in a separate policy F.F.02 Donations and Sponsorship.

Based on the information received, no gifts of considerable value were received and accepted on behalf of the TCDSB during the 2020-2021 school year.

**The cumulative staff time required to prepare this report was 1 hour.**

## B. PURPOSE

1. This report fulfills the policy metric for A.33 Acceptance of Hospitality or Gifts, which states:

*The effectiveness of the policy will be determined by measuring the following:*

*All gifts of considerable value which contribute to student achievement received and accepted on behalf of the TCDSB will be reported by the Director to the Board of Trustees in an annual report.*

## C. BACKGROUND

1. **October 2021** – TCDSB Executives and educational leadership staff were surveyed as to the receipt of any hospitality or gifts of considerable value.
2. **October 2017** – Trustees approved the revised policy H.M.33 Acceptance of Hospitality or Gifts, which included the requirement to annually report to the Board on the receipt of gifts of considerable value.

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

1. Executives and educational leaders were surveyed as to the receipt and acceptance of any gifts of considerable value.
2. It was determined that no gifts of considerable value were received and accepted during the 2020-2021 school year.

#### **E. METRICS AND ACCOUNTABILITY**

1. Receipt of gifts of considerable value in support of student achievement are reported to the Board of Trustees annually in accordance with the policy.

#### **F. CONCLUDING STATEMENT**

This report is for the information of the Board.





REPORT TO

REGULAR BOARD

## UPDATE TO POLICY ON ELECTRONIC PARTICIPATION IN MEETINGS OF THE BOARD, COMMITTEES OF THE BOARD, AND THE COMMITTEE OF THE WHOLE BOARD POLICY T.19

*"Obey the government, for God is the One who has put it there. There is no government anywhere that God has not placed in power. So those who refuse to obey the law of the land are refusing to obey God, and punishment will follow." Romans 13:1-2*

Created, Draft	First Tabling	Review
August 10, 2021	September 7, 2021	

Paul Matthews, General Legal Counsel

### RECOMMENDATION REPORT

#### Vision:

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Associate Director of Facilities, Business and  
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R. Putnam  
Chief Financial Officer and  
Treasurer

## **A. EXECUTIVE SUMMARY**

This report recommends updating the current Policy on Electronic Participation in Meetings of the Board, Committees of the Board, and the Committee of the Whole Board Policy T.19 to conform to current legal requirements and policies.

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

## **B. PURPOSE**

This Recommendation Report is on the Order Paper of the Governance and Policy Committee as it recommends policy revision.

## **C. BACKGROUND**

1. The Policy was first approved in October 2013 and was amended in October of 2018.
2. Changes to this policy reflect current legal requirement alignment with related policies:
  - (i) Education Act
  - (ii) Ontario Regulation 463/97
  - (iii) Municipal Conflict of Interest Act
  - (iv) Student Trustee Policy T.02
  - (v) TCDSB Operating By-Laws #175

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

This policy has been amended in consultation with staff from the Facilities and Communications Departments, Field Superintendents and Legal Services.

## **E. METRICS AND ACCOUNTABILITY**

1. Recommendations in this report will be monitored by policy development staff
2. Further reports will be brought to Board in accordance with the policy review schedule.

## **F. IMPLEMENTATION**

The updated policy as approved will be posted on the TCDSB policy register.

## **G. COMMITTEE RECOMMENDATION**

The Governance and Policy Committee recommends that the revised Policy on Electronic Participation in Meetings of the Board, Committees of the Board, and the Committee of the Whole Board Policy T.19 provided in Report Appendix A, and the accompanying Operational Procedures provided in Report Appendix B, be adopted.



**POLICY SECTION:** TRUSTEES

**SUB-SECTION:**

**POLICY NAME:** ELECTRONIC PARTICIPATION IN MEETINGS OF THE BOARD, COMMITTEES OF THE BOARD, AND THE COMMITTEE OF THE WHOLE BOARD

**POLICY NO:** T. 19

**Date Approved:**  
October 15, 2013

**Date of Next Review:**  
October, 2023

**Dates of Amendments:**  
October 18, 2018

**Cross References:**

Education Act, S. 208.1

Ontario Regulation 463/97, 1997 **as amended**

Municipal Conflict of Interest Act

TCDSB Policy: T.02 Student Trustee

TCDSB **Operating** By-Laws #175

**Appendix:**

Protocol for Participation in Meetings Using Electronic Means

**Purpose:**

~~All trustees are expected to be in attendance in person at meetings of the Board and the committee of the whole board. There may be occasions when Trustees and Student Trustees are unable to be physically present for a meeting of the Board or its committees, including a committee of the whole board. This policy confirms the ability of Trustees and Student Trustees to participate in meetings of the Board and its committees through electronic means.~~ **Ontario Regulation 463/97 requires that every Board shall develop and implement a policy providing for the use of electronic means for the holding of meetings of the Board, and meetings of a committee of the Board, including a committee of the whole Board.**

**Scope and Responsibility:**



**POLICY SECTION: TRUSTEES**

**SUB-SECTION:**

**POLICY NAME: ELECTRONIC PARTICIPATION IN MEETINGS OF THE BOARD, COMMITTEES OF THE BOARD, AND THE COMMITTEE OF THE WHOLE BOARD**

**POLICY NO: T. 19**

The policy extends to Trustees and Student Trustees of the TCDSB. The Director of Education is responsible for this policy.

### **Alignment with the Multi Year Strategic Plan [MYSP]:**

#### **Living Our Catholic Values**

Strengthening **Enhancing** Public Confidence

Achieving Excellence in Governance

### **Policy:**

The Toronto Catholic District School Board shall provide the electronic means for Board members and Student Trustees to participate in a meeting of the Board and its committees, including a committee of the whole board.

### **Regulations:**

1. At the request of any Board Member or Student Trustee, the TCDSB shall provide the Trustees and Student Trustees with electronic means for participating in one or more meetings of the Board or of a committee of the Board, including a committee of the whole board.
2. At every meeting of the Board, ~~a committee~~, or of a committee of the whole board, the following persons must be physically present in the Board room:
  - (i) the Chair of the board or his or her designate, subject to regulation 3.



**POLICY SECTION: TRUSTEES**

**SUB-SECTION:**

**POLICY NAME: ELECTRONIC PARTICIPATION IN MEETINGS OF THE BOARD, COMMITTEES OF THE BOARD, AND THE COMMITTEE OF THE WHOLE BOARD**

**POLICY NO: T. 19**

- (ii) at least one additional member of the board.
- (iii) the Director of Education of the board or his or her designate

**3. Subject to regulation 4, the Chair of the Board or of a committee of the Board, or his or her designate, may participate in a meeting of the Board or of a committee of the Board by electronic means if:**

- (i) Weather conditions do not allow the Chair or designate to travel to the meeting safely, or
- (ii) The Chair or designate cannot be physically present at a meeting due to health-related issues.

4. At every meeting of a committee ~~not comprised of all trustees~~ of the Board, except a committee of the whole Board, the following persons must be physically present in the Board room:

- (i) the Chair of the committee or his or her designate, **subject to regulation 3**
- (ii) **if the Chair of the committee, or his or her designate, participates in a meeting by electronic means, at least one additional member of the committee**
- (iii) the Director of Education of the board or his or her designate

**5. Despite regulation 2, the Chair of the Board or designate must be physically present in the Board room for at least half of the meetings of**



POLICY SECTION: TRUSTEES

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**the Board of Trustees for any 12-month period beginning December 1.**

6. The Board is permitted to refuse to provide a member with electronic means of participation in a meeting of the Board, a meeting of a committee of the whole board or a committee of the Board, where to do so is necessary to ensure compliance with Regulations 2, 3, **4** and **5**.
7. A Trustee or Student Trustee who participates in a meeting through electronic means shall be deemed to be present at the meeting and will be recorded in ~~the~~ attendance ~~for~~ **at** the meeting. Minutes of the meeting will record the **names of Trustees and Student Trustees** ~~Board Members~~ who participated in the meeting using electronic means.
8. In accordance with TCDSB **Operating** By-Laws #175 regarding quorum for Board or committee meetings, board members participating using electronic means will be included for **quorum purposes** as long as they remain electronically connected to the meeting. If quorum is not present within thirty minutes after the time appointed for any meeting, the Recording Secretary shall record the names of Trustees and officials of the board who are present, and the meeting shall stand adjourned.
9. To ensure quorum is maintained, Trustees using electronic means to participate in meetings shall inform the Chair of the Board or the Chair of the Board committee about their intentions to leave the meeting, either on a temporary or permanent basis.
10. Trustees and Student Trustees using electronic means to participate in meetings



**POLICY SECTION: TRUSTEES**

**SUB-SECTION:**

**POLICY NAME: ELECTRONIC PARTICIPATION IN MEETINGS OF THE BOARD, COMMITTEES OF THE BOARD, AND THE COMMITTEE OF THE WHOLE BOARD**

**POLICY NO: T. 19**

must be able to hear and be heard by all participants of the meeting.

11. At all meetings of the Board or its committees, Trustees and Student Trustees participating by electronic means must comply with the requirements of the Municipal Conflict of Interest Act.
12. A Student Trustee participating through electronic means in meetings of the Board or its committees that are closed to the public, pursuant to Education Act S.207(2)(b), is not permitted to participate in those proceedings.
13. Trustees and Student Trustees using electronic means for participation in meetings of the Board or its committees should follow the protocol for electronic meetings enforced by the Chair.
14. Public meetings of the Board and its committees comprised of all Trustees shall be web broadcast.
15. Copies of all materials shall be securely provided to Trustees electronically before the start of the meeting.
16. Trustees and Student Trustees participating in meetings closed to the public through electronic means must ensure confidentiality of all materials, discussions and decisions.
17. Appropriate processes will be put in place to ensure the security and confidentiality of proceedings that are closed to the public in accordance with the Education Act.





**POLICY SECTION: TRUSTEES**

**SUB-SECTION:**

**POLICY NAME: ELECTRONIC PARTICIPATION IN MEETINGS OF THE BOARD, COMMITTEES OF THE BOARD, AND THE COMMITTEE OF THE WHOLE BOARD**

**POLICY NO: T. 19**

**Evaluation and Metrics:**

The effectiveness of the policy will be determined by measuring the following:  
An annual Information Report about participation at meetings of the Board and its committees will be presented to Trustees for consideration.



## Protocol for Participating in Board and Its Committee Meetings Using Electronic means

There may be occasions when Trustees and Student Trustees are unable to be physically present for a meeting of the Board or its committees, including a committee of the whole board. TCDSB policy T.19 Electronic participation in Meetings of the Board, Committees of the Board and Committee of the Whole Board, confirms the ability of Trustees and Student Trustees to participate in meetings of the Board and its committees through electronic means.

In order to ensure effective participation in meetings using electronic means without creating disruptions to the meeting taking place in the Boardroom, the following protocol is established:

1. In the event that a Trustee **or student Trustee** is unable to physically attend a meeting of the Board or its committees, the Trustee will ~~endeavour to~~ notify the Chair as soon as reasonably possible prior to the start of the meeting.
  2. The following are practices utilized to ensure effective and efficient participation in meetings using electronic means:
    - (i) Place the telephone or microphone on mute during those times when the Trustee **or Student Trustee** is not speaking during the meeting.
    - (ii) Ensure there is no background noise at the location from which the Trustee **or Student Trustee** is using the electronic means to connect to the meeting, as this noise may be broadcast into the boardroom.
    - (iii) In the event that the disruption is a result of a bad telephone/internet connection, the Chair will notify the Trustee **or Student Trustee** and request that he/she disconnects and then reconnects to the meeting.
    - (iv) The Chair will canvass ~~those~~ Trustees **and Student Trustees** using electronic means about the intention to speak to a matter on the floor, and will notify the Trustee **and Student Trustee** when it is his/her turn to speak.
    - (v) Upon being recognized by the Chair to speak, Trustees **or Student Trustees** will identify themselves before beginning to speak about a matter on the floor.
  3. In those instances where, after direction by the Chair to reduce any background noise and/or mute the telephone or microphone, there still exist disruptions to the meeting, the Chair will ~~request that the provide a final warning to the Trustee~~ **or Student Trustee** to rectify the **background noise issue** ~~expressed concerns~~.
  4. In the event that the Trustee **or Student Trustee** fails to rectify the **background noise issue** ~~expressed concerns~~, the Chair may cause or direct the temporary disconnection or muting of a member's connection if it is causing undue interference with the meeting.
- ~~Board members participating in meetings using electronic means will be included for as long as they remain electronically connected to the meeting.~~
5. Trustees **and Student Trustees** using electronic means to participate in meetings shall inform the Chair of the Board or the Chair of the Board committee about their intentions to leave the meeting, either on a temporary or permanent basis.



## Protocol for Participating in Board and Its Committee Meetings Using Electronic means

6. Trustees ~~and Student Trustees~~ participating by electronic means must comply with the requirements of the Municipal Conflict of Interest Act. ~~by declaring a conflict with a specific item(s) on the Order Paper.~~
7. During those times when the meeting is closed to the public, Trustees **and Student Trustees** will ensure that confidentiality is maintained at all times.



REPORT TO

REGULAR BOARD

## UPDATE TO OPERATIONAL PROCEDURES ON SELECTION PROCESS FOR COMMUNITY AND PARENT/GUARDIAN MEMBERSHIP ON ADVISORY/AD HOC COMMITTEES

*“Fathers, do not embitter your children, or they will become discouraged” – 20 Colossians 3:21*

Created, Draft	First Tabling	Review
August 10, 2021	September 7, 2021	

Paul Matthews, General Legal Counsel

### RECOMMENDATION REPORT

#### 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.*



Brendan Browne, PhD  
Director of Education

A. Della Mora  
Associate Director of Academic  
Affairs and  
Chief Operating Officer

D. Boyce  
Associate Director of  
Facilities, Business and  
Community Development

R. Putnam  
Chief Financial Officer and  
Treasurer

## **A. EXECUTIVE SUMMARY**

This report recommends updating the current Operational Procedures on the Selection Process for Community and Parent/Guardian Membership on TCDSB Advisory or Ad Hoc Committees to conform to current practice and policies.

*The cumulative staff time required to prepare this report was 1 hour.*

## **B. PURPOSE**

This Recommendation Report is on the Order Paper of the Governance and Policy Committee as it was brought to the attention of the Board that the Operational Procedure required revision.

## **C. BACKGROUND**

1. Arising from the Student Achievement and Well-Being, Catholic Education and Human Resources Committee meeting on March 4, 2021, the Board requested that staff look into the Operational Procedures for *Community and Parent/Guardian Membership on Board Committees*.
2. The Operational Procedures were amended to conform to the expectations of the Board of Trustees with respect to appointment of Community and Parent/Guardian Members to committees.
3. This Operational Procedure confirms that the Board of Trustees is responsible for appointing members to committees and approving the terms of reference for all committees, on the advice of staff and the committee.

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

This Operational Procedure has been amended in consultation with staff from the Legal Services Department.

## **E. IMPLEMENTATION**

The updated Operational Procedure as approved will be posted on the TCDSB policy register.

## **F. COMMITTEE RECOMMENDATION**

The Governance and Policy Committee recommends that the revised Operational Procedure on Community and Parent/Guardian Membership Selection appointment to committees provided in Report Appendix A, be adopted.



## Selection Process for Parent Membership on TCDSB ~~Staff,~~ ~~Steering,~~ Advisory or Ad Hoc Committees

### OPERATIONAL PROCEDURES

*The following selection processes are recommended for parents serving on ~~Staff,~~  
~~Steering,~~ Advisory or Ad Hoc Committees:*

1. Identify or confirm the need for parent representation on the committee.
2. Staff will develop the terms of reference of the committee, including length of term and composition. Check any legislative requirements specifying the number of parents required, and/or qualifying conditions (i.e. parent / member of School Council / parent member of another committee such as SEAC / member of a PIC).
3. Staff will provide recommendation of the composition of the committee, including terms of reference, to the Board of Trustees.
4. Staff will provide a list of all eligible and recommended parent appointees to the Board of Trustees.
5. Board of Trustees will discuss committee appointments in private and make a public resolution confirming the appointment.

### SELECTION PROCESS

#### **Notification about committee:**

- Terms of Reference and General Information about the committee is placed on TCDSB Portal home page and communicated to the public by the Communications Department using all available tools and modalities, including social media (Twitter)
- The Archdiocese of Toronto will be notified about committees.

#### **Communication with Principals** to include information about the need for a parent to serve on a board-level committee:

- on School Portal page;
- in monthly Newsletter;
- via e-mail blast;
- Syner-Voice message to parents (secondary)
- using the school's sign or street-level electronic messaging board (for school's with this capacity)

#### **Communication with CSAC Chairs, TAPCE, SEAC AND CPIC**

- at a CSAC meeting
- through other means of parent communication

#### **Application Process:**

- interested parents to download and complete an objective application card
- identify any skills/experiences germane to the mandate of the committee
- submit application to the Committee Chair: e-mail; board courier; through the principal of the school



## Selection Process for Parent Membership on TCDSB Staff, Steering, Advisory or Ad Hoc Committees

### **Selection Criteria:**

Chair and/or staff on the selection committee to consider the following factors in selecting the parent(s) at the next available meeting:

- Panel (Elementary/Secondary/Alternative Ed.)
- Availability
- Geographic considerations
- Level/type of experience/expertise relative to the work of the committee
- Current/past involvement on board committees
- Other, as required

### **Candidate Selection:**

- Candidates are ranked in order of preference based on selection criteria
- Top candidate is offered membership on the committee
- Candidate accepts → other applicants are informed of the decision and asked if they wish to remain on the Priority List in the event that the selected applicant cannot begin/continue with the commitment.
- Candidate declines → next candidate is offered membership on the committee, and other applicants are informed of the decision and asked if they wish to remain on the Priority List in the event that the selected applicant cannot begin/continue with the commitment.

## **METRICS AND ACCOUNTABILITY**

1. Process for selecting parent(s) to participate on ~~Staff, Steering,~~ Advisory or Ad Hoc Committees will be assessed by the Chair and staff of the specific Committee.
2. Tracking the number of applicants per committee call-out for parental involvement will be gathered to support ongoing and proactive review for the purpose of improving the effectiveness of communications and parental engagement activities.
3. Tracking the parent(s) selected for each committee to ensure fairness and equity of opportunity.





## REPORT TO

## REGULAR BOARD

### LEGAL COUNSEL POLICY A.12

“Do not think that I have come to abolish the law or the prophets: I have come not to abolish but to fulfill”–  
Matthew 5:17

#### Created, Draft

August 31, 2021

#### First Tabling

September 7, 2021

#### Review

[Click here to enter a date.](#)

P. Matthews, General Legal Counsel

### RECOMMENDATION REPORT

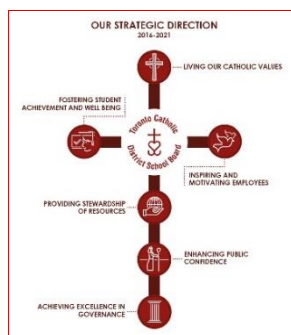
#### Vision:

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

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D. Boyce  
Associate Director of  
Facilities, Business and  
Community Development

R. Putnam  
Chief Financial Officer and  
Treasurer

## **A. EXECUTIVE SUMMARY**

This report recommends updating the current policy on Legal Counsel A.12.

*The cumulative staff time required to prepare this report was 1 hours*

## **B. PURPOSE**

This Recommendation Report is on the Order Paper of the Governance and Policy Committee as it recommends policy revision.

## **C. BACKGROUND**

1. The Policy was last approved on April 23, 2015 and has not been amended since.
2. Changes to this policy reflect current practice and alignment with related policies.

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

This policy has been amended in consultation with staff from Legal Services.

## **E. METRICS AND ACCOUNTABILITY**

1. Recommendations in this report will be monitored by policy development staff
2. Further reports will be brought to Board in accordance with the policy review schedule.

## **F. IMPLEMENTATION**

1. The updated policy as approved will be posted on the TCDSB policy register.

## **G. COMMITTEE RECOMMENDATION**

The Governance and Policy Committee recommends that the revised Legal Counsel Policy A.12 provided in Report Appendix A, be adopted.



**POLICY SECTION:** Administration  
**SUB-SECTION:**  
**POLICY NAME:** Legal Counsel  
**POLICY NO.** A.12

<b>Date Approved:</b>	<b>Date of Next Review:</b>	<b>Dates of Amendments:</b> 1967; 1992, April 23 <sup>rd</sup> , 2015
<b>Cross References</b>		

### **Purpose**

The purpose of this policy is to prescribe the relevant parameters for the acquisition of external legal services.

### **Scope and Responsibility**

The Director of Education is responsible for this policy.

### **Alignment with Multi Year Strategic Plan (MYSP):**

Stewardship of Resources

Achieving Excellence in Governance Strengthening

Public Confidence

### **Financial Impact**

To minimize the financial impact of retaining the services of external legal counsel, the services of internal legal counsel shall be utilised wherever possible.



**POLICY SECTION:** Administration

**SUB-SECTION:**

**POLICY NAME:** Legal Counsel

**POLICY NO.** A.12

## Policy

The TCDSB shall employ the services of its in-house legal counsel wherever possible and retain the services of external legal counsel as required.

## Regulations

1. The Chair of the Board of Trustees may retain the services of external legal counsel on behalf of the Board of Trustees as requested by motion.
2. The Director of Education, or his/her delegate, may retain the services of external legal counsel as required.
3. At the invitation of the Chair of the Board, or of the Chair of a Standing Committee in consultation with the Director of Education, or of the Director of Education, internal and/or external legal counsel will attend Board and Standing or other Committee Meetings of the Board, as required.
4. Board staff and individual Trustees are not authorized to directly retain the services of external legal counsel.
5. The Board will **acquire legal services through the appropriate procurement process as prescribed by the Broader Public Sector (BPS) Procurement Directive**, ~~in an effort~~ to ensure that external legal counsel are providing the highest quality professional services at a competitive price. ~~The Board will issue a request for proposal (an "RFP") for external legal counsel at least every five (5) years.~~



POLICY SECTION:       **Administration**

SUB-SECTION:

POLICY NAME:         **Legal Counsel**

POLICY NO.             **A.12**

6. The Director of Education shall present a report to the Board of Trustees ~~prior to issuing an RFP~~, advising the Board of Trustees ~~about~~ **as to the legal services procurement process(es) utilized in maintaining the roster of law firms retained by the Board.**
7. The Director of Education shall ensure that firms retained by the TCDSB ~~as a result of the procurement process described above~~ have expertise, collectively, in the following areas:
  - a. Labour and Employment Law;
  - b. Education and Administrative Law;
  - c. Civil Litigation; and
  - d. Business **and Real Estate** Law.
8. The Director of Education will consult with the Board's General Legal Counsel to determine whether staff lawyers are available to handle the matter prior to retaining external counsel.
9. In assessing whether external legal counsel ought to be retained, the Director of Education will consider:
  - a. The availability and expertise of internal legal counsel to handle a matter;
  - b. The cost of retaining external legal counsel; and
  - c. The availability and expertise of external legal counsel to handle the matter.
10. Invoices for external legal counsel shall be approved by the Director of Education or his/her delegate.



**POLICY SECTION:** Administration

**SUB-SECTION:**

**POLICY NAME:** Legal Counsel

**POLICY NO.** A.12

11.A report on external legal services received and fees incurred will be made semi-annually to the Corporate Affairs, Strategic Planning and Property Committee of the Board.

**Metrics:**

The report on external legal services will be created based on records and accounts kept of the number of times and the subject matter when external legal counsel was retained and the cost of retaining those services.



REPORT TO

REGULAR BOARD

## TRUSTEE PREGNANCY AND PARENTAL LEAVE POLICY T.21 (NEW)

*For I have chosen him, so that he will direct his children and his household after him to keep the way of the Lord by doing what is right and just, so that the Lord will bring about for Abraham what he has promised him.” Genesis 18:19*

### Created, Draft

March 30, 2021

### First Tabling

April 6, 2021

### Review

P. Matthews, General Counsel

C. Fernandes, Superintendent of Education, Area 4 and Policy Development

## RECOMMENDATION REPORT

### 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.*



Brendan Browne PhD.  
Director of Education

D. Koenig  
Associate Director  
of Academic Affairs

S. Camacho  
Acting Associate Director of  
Facilities, Business and  
Community Development, and  
Chief Financial Officer

## **A. EXECUTIVE SUMMARY**

This report recommends implementation of the new policy on Trustee Pregnancy and Parental Leave of Absence Policy T.21 to address leave of absence due to pregnancy and/or adoption.

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

## **B. PURPOSE**

This Recommendation Report is on the Order Paper of the Governance and Policy Committee to address leaves of absence by Trustees for the reason of pregnancy or adoption of a child.

## **C. BACKGROUND**

1. The Education Act mandates that every district school board shall adopt and maintain policies with respect to pregnancy leaves and parental leaves for Trustees of the Board.
2. The legislative right of a Trustee to take a pregnancy or parental leave originates in the Education Act and does not require the approval by the Board of Trustees.
3. This policy would permit a trustee to take a leave of absence from their duties for 20 consecutive weeks. This period time is in alignment with TCDSB staffing groups.
4. The trustee seeking a leave of absence must provide the necessary notification.
5. Subject to input received at the June 1, 2021 Governance and Policy Meeting, the policy has been amended to clarify that a trustee in an acting position as Chair or Vice Chair of the Board or a Committee is entitled to receive an honorarium in an amount attached to that office.

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

This policy has been amended in consultation with staff from Legal Services.



## **E. METRICS AND ACCOUNTABILITY**

1. Recommendations in this report will be monitored by policy development staff.
2. Further reports will be brought to Board in accordance with the policy review schedule.

## **F. IMPLEMENTATION**

The updated policy as approved will be posted on the TCDSB policy register.

## **G. COMMITTEE RECOMMENDATION**

The Governance and Policy Committee recommends that the Policy on Trustee Pregnancy and Parental Leave of Absence T.21 provided in Report Appendix A, be adopted.



**POLICY SECTION:** TRUSTEES

**SUB-SECTION:**

**POLICY NAME:** TRUSTEE PREGNANCY AND PARENTAL LEAVE OF ABSENCE

**POLICY NO:** T. 21

<b>Date Approved:</b> April 2021	<b>Date of Next Review:</b>	<b>Dates of Amendments:</b>
<b>Cross References:</b> Education Act Section 170 (1) 17.3 T.05 Trustee Honourarium T.17 Trustee Services and Expenditures TCDSB By-law 175		
<b>Appendix:</b>		

### **Purpose:**

The Education Act of Ontario mandates that every district school board shall adopt and maintain policies with respect to pregnancy leaves and parental leaves of Trustees of the Board. The Toronto Catholic District School Board (TCDSB) recognizes the importance of embedding these rights in a policy so that the rights of Trustees of the Board can continue throughout any pregnancy or parental leave.

### **Scope and Responsibility**

This policy applies to all Trustees of the Toronto Catholic District School Board. The Chair of the Board is responsible for bringing relevant information to the Board of Trustees. Human Resource Services will process the requests and facilitate the leaves.

### **Alignment with MYSP:**

Living Our Catholic Values  
Ensuring Public Confidence



**POLICY SECTION:** TRUSTEES

**SUB-SECTION:**

**POLICY NAME:** TRUSTEE PREGNANCY AND PARENTAL LEAVE OF ABSENCE

**POLICY NO:** T. 21

### **Policy:**

TCDSB Trustees are eligible to take a leave of absence from their duties for twenty (20) consecutive weeks or less resulting from the Trustee becoming pregnant, the birth of a Trustee's child, or the adoption of a child by a Trustee. The legislative right of a Trustee to take a pregnancy or parental leave originates in the Education Act and does not require the approval by the Board of Trustees. Trustees maintain control over the extent to which they remain involved in their Board duties.

### **Regulations:**

1. A Trustee will inform the Chair of the Board and the Director of Education of the intention to commence a pregnancy or parental leave in a timely manner. The leave may commence up to twenty (20) weeks before a Trustee's expected date of delivery, or before the date when a child has come into the care, custody, or control of a parent.
2. Trustees on a pregnancy or parental leave are not required to vacate their position. Further, Trustees are exempt from TCDSB By-law 175 Section 4.2.1, mandating attendance at meetings of the Board.
3. Included in the Trustee's notification are:
  - i. applicable Human Resource Department documentation;
  - ii. anticipated start date and end date of the leave;
  - iii. intention to participate in board-related meetings;
  - iv. any other information related to specific duties of the Trustee.
4. The pregnancy or parental leave notification will be officially submitted to the Board for receipt.



**POLICY SECTION: TRUSTEES**

**SUB-SECTION:**

**POLICY NAME: TRUSTEE PREGNANCY AND PARENTAL LEAVE OF ABSENCE**

**POLICY NO: T. 21**

5. Trustees on pregnancy or parental leave are permitted to participate in Board and Standing Committee meetings, or other committees where the trustee is a member.
6. In the event that the Trustee requesting the leave is the Chair or Vice Chair of the Board and does not intend to fulfill those duties while on the leave, he/she may request the Trustees to conduct an election for an Interim replacement for the duration of the leave.
7. In the event the Trustee requesting the leave is the Chair of a Committee of the Board, then the Vice Chair of the Committee will become the Interim Chair, and the Trustees will conduct an election for an Interim Vice Chair of the Committee.
8. Trustees on a pregnancy or parental leave will continue to receive their trustee honourarium and attendance payments, as well as reimbursement for relevant Trustee expenses.
9. A trustee who is in an acting role as Chair or Vice Chair of the Board or Committee, for a Chair or Vice Chair of the Board or Committee who is on pregnancy or parental leave, is entitled to receive an honorarium in an amount attached to that office.

### **Definitions:**

#### **1. Adoption Leave**

A leave of absence for the adoption of a child for twenty (20) consecutive weeks or less.



**POLICY SECTION:** TRUSTEES  
**SUB-SECTION:**  
**POLICY NAME:** TRUSTEE PREGNANCY AND PARENTAL LEAVE OF ABSENCE  
**POLICY NO:** T. 21

**2. Child Care Leave**

A leave of absence that directly follows an adoption/parental leave for twenty (20) consecutive weeks or less.

**3. Parental Leave**

A leave of absence taken by either parent following the birth of a child for 20 consecutive weeks or less.

**4. Pregnancy Leave**

A leave of absence taken by the mother for the birth of her child for 20 consecutive weeks or less.

**Evaluation and Metrics:**

This policy will be reviewed consistent with the TCDSB 5 year policy review cycle. In the event the legislation regarding pregnancy and parental leave is altered, the policy will be reviewed and amended accordingly.



REPORT TO

## REGULAR BOARD

## OFFERING OF HOSPITALITY AND GIFTS POLICY

*Do not neglect to show hospitality to strangers, for by doing that some have entertained angels without knowing it. -- Hebrews 13:2*

**Created, Draft**

September 28, 2021

**First Tabling**

October 5, 2021

**Review**

Click here to enter a date.

D. Bilenduke, Senior Coordinator, Finance

**RECOMMENDATION REPORT****Vision:**

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**Mission:**

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R. Putnam  
Chief Financial Officer and  
Treasurer

## **A. EXECUTIVE SUMMARY**

The attached policy governs the offering of hospitality and gifts.

**The cumulative staff time required to prepare this report was 1 hour.**

## **B. PURPOSE**

The attached policy was adopted in 2011 and was due for review.

## **C. BACKGROUND**

1. The attached policy provides direction to elected officials and staff.
2. This policy appeared at the Governance and Policy Committee Meeting of October 5<sup>th</sup>, 2021.

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

1. The attached policy is consistent with the provisions of the Broader Public Sector Expenses Directive and the Ontario Public Sector Travel, Meals and Hospitality Expenses Directive.

## **E. METRICS AND ACCOUNTABILITY**

1. Review of submissions by the approval authority and the Finance department.

## **F. IMPLEMENTATION, STRATEGIC COMMUNICATIONS AND STAKEHOLDER ENGAGEMENT PLAN**

1. The attached policy will be communicated to the appropriate stakeholders.

## **G. COMMITTEE RECOMMENDATION**

The Governance and Policy Committee recommends approval of the policy on Offering of Hospitality and Gifts F.M.07 as amended.



**POLICY SECTION:** Financial

**SUB-SECTION:** Miscellaneous

**POLICY NAME:** Offering of Hospitality and Gifts

**POLICY NO:** F.M.07

<b>Date Approved:</b> Board – April 20, 2011	<b>Date of Next Review:</b>	<b>Dates of Amendments:</b>
<b>Cross References:</b> <b>Broader Public Sector (BPS) Expenses Directive</b> <b>Ontario Public Sector (OPS) Travel, Meal and Hospitality Expenses Directive</b>		
<b>Appendix:</b>		

**Purpose:**

**This policy will govern the offering of hospitality by Trustees and designated staff.**

**Scope and Responsibility:**

**The Director of Education or designate is responsible for this policy.**

**Alignment with MYSP:**

Living Our Catholic Values

Enhancing Public Confidence

Fostering Student Achievement and Well-Being

Achieving Excellence in Governance

Providing Stewardship of Resources

Inspiring and Motivating Employees





**POLICY SECTION:** Financial

**SUB-SECTION:** Miscellaneous

**POLICY NAME:** Offering of Hospitality and Gifts

**POLICY NO:** F.M.07

### **Policy:**

It is the policy of the Toronto Catholic District School Board that elected officials and staff designated by the Director may offer hospitality or gifts on behalf of the Board where necessary and reasonable in the course of their duties. The objective of this policy is to comply with the Broader Public Sector (**BPS**) Expenses Directive which came into takes effect April 1, 2011 and was subsequently amended January 1, 2017, in a manner that achieves value for money while treating all employees both fairly and equitably. All expenditures related to hospitality and gifts will be made available for Freedom of Information (FOI) requests.

### **Regulations:**

1. Hospitality and gifts may be extended on behalf of the Board when engaging in discussion of official public matters with, or sponsoring formal conferences for:
  - (i) Recognizing staff or other individuals for outstanding achievement (e.g. service, meritorious awards, etc.)
  - (ii) Engaging representatives of other Boards, the broader public sector, industry, public interest groups, unions or delegations in discussions on official matters;
  - (iii) Providing individuals from provincial, national, or international organizations and charitable organizations with an understanding and appreciation of the workings of the Board;
  - (iv) Sponsoring or attending formal conferences related to the goals of the Board.
2. Hospitality is the provision of food, beverage, accommodation, transportation and other amenities paid out of public funds to people who are not engaged to work for:



**POLICY SECTION:** Financial

**SUB-SECTION:** Miscellaneous

**POLICY NAME:** Offering of Hospitality and Gifts

**POLICY NO:** F.M.07

- Designated **Broader Public Service (BPS)** organizations; or
  - Any of the Ontario government ministries, agencies and public entities covered by the Ontario Public Service (OPS) Travel, Meal and Hospitality Expenses Directive. Activities involving only those people in the organizations above are not considered hospitality and cannot be reimbursed. This means that hospitality may never be offered solely for the benefit of anyone covered by this policy, or by the Ontario Public Service (OPS) Travel, Meal and Hospitality Expenses Directive. Examples would be: office social events, retirement parties and holiday lunches.
3. Hospitality offered to others may include the moderate consumption of alcoholic beverages with a meal. The cost of alcohol cannot exceed the cost of food. Elected officials shall be guided as to whether to order alcoholic beverages according to guest preference. All requests for reimbursement of alcoholic beverages must be approved by the **Chair of the Board in consultation with the** Director of Education **or designate** and a written business case will accompany the request supporting the decision.
- (i) Alcoholic beverages may be offered during a reception approved by the Board. These should not include premium brands or vintage wines. Costs of alcohol must be reasonable.
4. Gifts of appreciation should be of a value not to exceed ~~\$30~~ **\$50**. Gifts of greater value must be approved by the Director for designated staff or by the Chair for elected officials.
5. All expenses related to hospitality and gifts in this policy must be submitted on the Board's expense reports and must be accompanied by original detailed receipts or invoices with the number of individuals in attendance, their names, roles and the purpose of the expenditure.



**POLICY SECTION:** Financial

**SUB-SECTION:** Miscellaneous

**POLICY NAME:** Offering of Hospitality and Gifts

**POLICY NO:** F.M.07

6. Approvals of expenses under this policy will be obtained from the immediate supervisor; in the case of trustees, the Director of Education or designate; in the case of the Directors Council, the Director of Education; and, the Chair of the Board will approve all expenditures of the Director.
7. The TCDSB will assume no obligation to reimburse expenses that are not in compliance with this policy.
8. Exceptions to this policy and resolution of any dispute arising shall be at the discretion of the Director for staff and the Board for elected officials.

### **Definitions:**

**Hospitality** is the provision of food, beverages, accommodations, transportation, or other amenities paid out of public funds.

**Gifts** are tokens of appreciation or promotional materials given to persons who are not employed by or contracted to the Board in exchange for pro bono services or employees as identified in the regulations. The Broader Public Sector (BPS) Expenses Directive further defines any BPS employee as not eligible to receive hospitality from a fellow BPS employee even when they are employed by different organizations.

### **Evaluation and Metrics:**

The effectiveness of the policy will be determined by measuring the following:

- Monitoring of transactions by the respective approval authority; and
- Review of expenditure submissions and periodic audits by the Finance department and/or internal/external auditors.



## REPORT TO

## REGULAR BOARD

## CREDIT AND PURCHASE CARDS POLICY

*Since you saw no form when the Lord spoke to you at Horeb out of the fire, take care and watch yourselves closely,  
- Deuteronomy 4:9*

**Created, Draft**

September 28, 2021

**First Tabling**

October 5, 2021

**Review**

Click here to enter a date.

D. Reid, Acting Senior Coordinator, Materials Management

D. Bilenduke, Senior Coordinator, Finance

**RECOMMENDATION REPORT****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.*



**Brendan Browne, PhD**  
Director of Education

**A. Della Mora**  
Associate Director of  
Academic Affairs and  
Chief Operating Officer

**D. Boyce**  
Associate Director of  
Facilities, Business and  
Community Development

**R. Putnam**  
Chief Financial Officer and  
Treasurer

## **A. EXECUTIVE SUMMARY**

The attached policy has been updated to reflect current practice.

**The cumulative staff time required to prepare this report was 1 hour.**

## **B. PURPOSE**

1. The attached policy was initially adopted in 2007 and was due for review.

## **C. BACKGROUND**

1. The attached policy governs the use of Board issued credit and purchase cards.
2. This policy appeared at the Governance and Policy Committee meeting on October 5, 2021.

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

1. The policy is written in accordance with current practice.

## **E. METRICS AND ACCOUNTABILITY**

1. Staff with approval authority will monitor the use of these cards and the Finance Department will provide regular review and oversight.

## **F. IMPLEMENTATION, STRATEGIC COMMUNICATIONS AND STAKEHOLDER ENGAGEMENT PLAN**

1. Internal communication to the appropriate stakeholders as required.

## **G. COMMITTEE RECOMMENDATION**

The Governance and Policy Committee recommends approval of the attached Credit and Purchase Card Policy A.24 as amended.



**POLICY SECTION:** Administration

**SUB-SECTION:**

**POLICY NAME:** Credit and Purchase Cards

**POLICY NO:** A.24

<b>Date Approved:</b> 28/03/2007	<b>Date of Next Review:</b>	<b>Dates of Amendments:</b>
<b>Cross References:</b>		
<b>Appendix:</b>		

**Purpose:**

**This policy will govern the use of Board issued credit and/or purchase cards.**

**Scope and Responsibility:**

**The Director of Education or designate is responsible for this policy.**

**Alignment with MYSP:**

Living Our Catholic Values

Enhancing Public Confidence

Fostering Student Achievement and Well-Being

Achieving Excellence in Governance

Providing Stewardship of Resources

Inspiring and Motivating Employees

**Policy:**

**This policy will govern the use of Board issued corporate and/or purchase cards.**



**POLICY SECTION:** Administration

**SUB-SECTION:**

**POLICY NAME:** Credit and Purchase Cards

**POLICY NO:** A.24

### **Regulations:**

1. Board approved budget funds may be accessed by Board authorized corporate credit or purchase cards for low value purchases and approved expenses.
2. The card holder responsible for the card must sign a card holder's agreement and shall comply with the Board's purchasing policies and procedures and any other related policies concerning expenditures.
3. No cash advances shall be allowed on any card (purchase or credit) and items purchased may not be returned for cash.
4. Corporate credit cards ~~may shall~~ be issued to members of Directors Council and ~~upon request~~ to Trustees **upon request with the approval of the Director of Education or designate.**
5. Corporate credit card expenditures incurred shall be within the Board approved budget assigned to the cardholder.
6. Approvals of corporate credit card expenses under this policy will be as follows:
  - a. in the case of a Trustee or the Chair of the Board, the Director of Education or designate;
  - b. in the case of the Director of Education, the Chair of the Board;
  - c. in the case of Director's Council, the Director of Education.
7. All expenditures must be detailed on a monthly expense report form indicating the date and purpose of the expenditure and must be supported by original itemized receipts and other appropriate documentation.
8. Purchase cards shall be issued to schools and departments according to established procedures and expenditures shall be within the established block budget and funds reservations for the school or department.



**POLICY SECTION:** Administration

**SUB-SECTION:**

**POLICY NAME:** Credit and Purchase Cards

**POLICY NO:** A.24

9. A limited use purchase card (P-Card) may be used for purchases of items/services normally purchased by low value purchase orders in lieu of issuing a purchase order.
10. Use of the purchase card is limited to particular Merchant Category Codes (MCC) must comply with the Board's purchasing policy and procedures.
11. A purchase card shall be held by the Materials Management Department without MCC restrictions for special circumstance purchases and shall be under the care and control of the Senior Coordinator, Finance.
12. Exceptions to this policy and resolution of any dispute arising shall be at the discretion of the Director for staff and the Board in the case of Trustees ~~in private session~~.

### **Definitions:**

### **Evaluation and Metrics:**

The effectiveness of the policy will be determined by measuring the following:

- Monitoring of transactions by the respective approval authority; and
- Review of monthly statements and periodic audits by the Finance department and/or internal/external auditors.





REPORT TO

REGULAR BOARD

## RESCINDMENT OF POLICY ON PARKING – CHURCH USE G.B.05

*Then God said “Let there be light”; and there was light. Genesis 1:3*

Created, Draft	First Tabling	Review
September 24, 2021	October 5, 2021	<a href="#">Click here to enter a date.</a>

L. Pacitti, Acting Senior Manager, Real Property  
N. D’Urzo, Acting Senior Coordinator, Development Services  
M. Loberto, Superintendent, Planning and Development Services

### RECOMMENDATION REPORT

**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.*



Brendan Browne, PhD  
Director of Education

A. Della Mora  
Associate Director of Academic  
Affairs and  
Chief Operating Officer

D. Boyce  
Associate Director of  
Facilities, Business and  
Community Development

R. Putnam  
Chief Financial Officer and  
Treasurer

## **A. EXECUTIVE SUMMARY**

This report recommends the rescindment of TCDSB Policy G.B.05 (Parking - Church Use). This policy has been superseded by the Master Shared Parking Agreement (MSPA) between the Board and Roman Catholic Episcopal Corporation For The Diocese Of Toronto (“RCEC”), which governs parish parking on TCDSB properties.

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

## **B. PURPOSE**

This recommendation report is on the Order Paper of the Governance and Policy Committee as it recommends the rescindment of Policy G.B.05 (Parking - Church Use), which is subject to a Shared Parking Agreement between the Board and Roman Catholic Episcopal Corporation for The Diocese Of Toronto (“RCEC”).

## **C. BACKGROUND**

1. Prior to 1986, there was no formal arrangement between TCDSB and the Roman Catholic Episcopal Corporation allowing access to school Board property for overflow parking from the adjacent parish.
2. On June 19th, 1986 without any subsequent revisions, TCDSB Policy G.B.05 (Parking - Church Use) was adopted to create a shared parking arrangement between TCDSB and the RCEC.
3. The Policy states that parishioners of the adjacent Church shall be permitted to use the school yard for parking, provided it does not conflict with the academic operation of the school concerned and the RCEC shall indemnify the Board, protecting it against any liability which might arise during the school yard being used as a parking area by parishioners (see *Appendix “A”*).
4. This policy appeared at the October 5<sup>th</sup>, 2021 meeting of the Governance and Policy Committee.

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

1. On May 1, 1997, the Board and RCEC entered into a formal Master Shared Parking Agreement, for shared parking access encompassing several TCDSB and adjacent parish sites.
2. The MSPA recognizes the inability of each party to provide adequate parking on certain properties to meet the demands created by the use of properties from time to time.
3. The Shared Parking Agreement formalizes the relationship between the Board and RCEC in co-operating with each other to promote shared use of and access to certain properties for the purpose of parking vehicles on an occasional basis. It also regulates provisions, including, but not limited to, maintenance, hours of use and insurance.
4. The MSPA is an umbrella agreement, and as such the Board and RCEC reserve the right, from time to time, to amend the agreement to add and/or terminate individual sites, as required.
5. The Master Shared Parking Agreement succeeds the need for TCDSB Policy G.B.05 (Parking – Church Use).

## **E. COMMITTEE RECOMMENDATION**

The Governance and Policy Committee recommends that TCDSB Parking - Church Use Policy G.B.05 (Appendix A) be rescinded, as the provisions of this policy are addressed by the Board's Master Shared Use Parking Agreement with the Roman Catholic Episcopal Corporation.



## TCDSB Policy Register

### Parking- Church Use B.G.05

#### Policy

1. Parishioners of the adjacent Church shall be permitted to use the school yard for parking, provided this does not conflict with the academic operation of the school concerned.
2. The Roman Catholic Episcopal Corporation shall indemnify and save the Board harmless and provide the Board with a copy of an endorsement of its liability policy protecting the Board against any liability which might arise during the course of the school yard being used as a parking area by parishioners.

*BM p 126, 19 Jun 86; BM p 531, Apr 70.*

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80 Sheppard Ave. E., Toronto ON., M2N 6E8

#### Contact Us

phone: 416-222-8282

**Admissions / Registration** Ext. 5320

**Communications / Public Relations** Ext. 5314

**Community Use of Schools / Permits** Ext. 4370

**Night School / Summer School** Ext. 2135 or [eregister@tcdsb.org](mailto:eregister@tcdsb.org)

**Transportation** 416-229-5313

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## MASTER PENDING LIST AND ROLLING CALENDAR TO OCTOBER 21, 2021

#	Date Requested & Committee/Board	Report Due Date	Destination of Report Committee/Board	Subject	Delegated To
1	Jan-21 Student Achievement	TBC	Corporate Services	<p>1. That staff bring back a report with a revised 2020-2021 Renewal Plan in the Spring of 2021 following announcement of CVRIS funding allocations; and</p> <p>2. That a report be submitted to Board on the findings of the consultant <b>(Renewal Plan 2020-2021 and Three-Year Forecast (All Wards))</b></p>	Associate Director of Facilities, Business & Community Development
2	June-2020 Special Board	TBC	Regular Board	That a report outlining strategies to make hiring more racially representative (both locally and centrally) which acknowledges how important it is for students to be able to see themselves reflected in different fields and positions of leadership be presented <b>(Consideration of Motion from Student Trustee Dallin regarding Anti-Black and Anti-Indigenous Racism in Schools)</b>	Director of Education & Associate Director of Academic Affairs and Chief Operating Officer & Associate Director of Facilities, Business & Community Development

#	Date Requested & Committee/Board	Report Due Date	Destination of Report Committee/Board	Subject	Delegated To
3.	September 2021 Regular Board	TBC	Regular Board	<p><b>1. BE IT RESOLVED THAT:</b> That this be referred to Staff for a report on:</p> <ul style="list-style-type: none"> <li>a) Exploring and obtaining partnerships for sanitary products for TCDSB students;</li> <li>b) Update on implementation of providing free sanitary products in TCDSB elementary and secondary schools;</li> <li>c) Options on funding sanitary products in TCDSB schools in interim (this year) if no government funding or supplier funding is available;</li> <li>d) Providing information to students about periods, period products, and other practical elements of managing their period such as tracking and knowing when and who to reach out to for assistance;</li> <li>e) Methods to eliminate the “gatekeeper” in accessing menstrual products in schools</li> <li>f) Professional development on Period Poverty</li> </ul> <p><b>2.</b> That a request to the Angel Foundation to consider supporting Period Poverty for TCDSB low income students be made;</p>	Director of Education & Associate Director of Academic Affairs and Chief Operating Officer & Associate Director of Facilities, Business & Community Development

#	Date Requested & Committee/Board	Report Due Date	Destination of Report Committee/Board	Subject	Delegated To
4.				<p>3. That options for funding menstrual products this year be provided as soon as possible; and</p> <p>4. That a line for the funding of menstrual products in future budgets be included.  <b>(Consideration of Motion from Trustee de Domenico regarding Request from the Ministry of Education for Provincial Menstrual Funding)</b></p>	
	June-2020 Special Board	TBC	Student Achievement	That future device programs such as formal bring-your-own-device (BYOD) and low income family device loan program be explored and presented to the Board of Trustees at the end of the COVID-19 pandemic. <b>(Computers for Students in Need)</b>	Associate Director of Facilities, Business & Community Development
	October 2021 Student Achievement	November 2021	Student Achievement	Received and referred to Staff to come back with a report at the November 3, 2021 Student Achievement and Well-Being, Catholic Education and Human Resources Committee Meeting <b>(Delegation from Lina Camargo regarding the French Immersion Program)</b>	Associate Director of Academic Affairs and Chief Operating Officer

## 2021 CALENDAR OF ANNUAL REPORTS & POLICY METRICS

A = Annual Report

P = Policy Metric Report

Q = Quarter Report

#	Due Date	Committee/Board	Subject	Responsibility of
1	January (P)	Corporate Services	B.R.01 Rental of Surplus School Space & Properties Policy Metric	A.D. Facilities, Business, Community Development
2	February (Q)	Corporate Services	Financial Status Update Report #1	Chief Financial Officer & Treasurer
3	March (A)	Corporate Services	Budget Series Report: Financial Planning and Consultation Plan	Chief Financial Officer & Treasurer
4	March (A)	Corporate Services	Consensus Student Enrolment Projection	A.D. Facilities, Business, Community Development
5	March (A/P)	Corporate Services	Transportation Annual Report and <u>S.T.01 Transportation Policy Metric</u>	A.D. Facilities, Business, Community Development
6	March	Corporate Services	A.18 Development Proposals, Amendments and Official Plans and Bylaws Policy Metric	A.D. Facilities, Business, Community Development
7	April (A)	Corporate Services	Budget Series Report: Grants for Student Needs Update	Chief Financial Officer & Treasurer
8	May (Q)	Corporate Services	Financial Status Update Report #2	Chief Financial Officer & Treasurer
9	May (A)	Corporate Services	Budget Series Report: Preliminary Budget Estimates for the Following Fiscal Year	Chief Financial Officer & Treasurer
10	June (A)	Corporate Services	Budget Series Report: Recommended Budget Estimates for the Following Fiscal Year	Chief Financial Officer & Treasurer
11	June (A)	Corporate Services	Delegated Authority Report	Chief Financial Officer & Treasurer
12	September (Q)	Corporate Services	Financial Status Update Report #3	Chief Financial Officer & Treasurer



## 2021 CALENDAR OF ANNUAL REPORTS & POLICY METRICS

<b>13</b>	September (A)	Corporate Services	Capital Program Update	A.D. Facilities, Business, Community Development
<b>14</b>	September (A)	Corporate Services	Delegated Authority Update Report	Chief Financial Officer & Treasurer
<b>15</b>	October (A)	Corporate Services	Trustee Honorarium Report	Chief Financial Officer & Treasurer
<b>16</b>	November	Corporate Services	Preliminary Enrolment Reports Elementary and Secondary Schools and S.A.01 Elementary Admission and Placement Policy Metric	A.D. Facilities, Business, Community Development
<b>17</b>	November (A)	Corporate Services	Legal Fees Report	Chief Financial Officer & Treasurer
<b>18</b>	November (A/Q)	Corporate Services	Audited Financial Statement and Financial Status Update #4	Chief Financial Officer & Treasurer
<b>19</b>	December (A)	Corporate Services	Budget Series Report: Revised Budget Estimates for the Current Fiscal Year	Chief Financial Officer & Treasurer
<b>20</b>	December	Corporate Services	Capital Renewal Program Report	A.D. Facilities, Business, Community Development
<b>21</b>	December (A)	Corporate Services	Annual Investment Report	Chief Financial Officer & Treasurer
<b>22</b>	February (A)	Regular Board	School Year Calendar	Associate Director Academic Services
<b>23</b>	March (A)	Regular Board	Staffing Projections Report	Associate Director Academic Services
<b>24</b>	August (P)	Regular Board	T.19 Electronic Participation in Meetings of the Board, Committees of the Board, and Committee of the Whole Board Metric	Director of Education
<b>25</b>	August (P)	Regular Board	H.M. 19 Conflict Resolution Department	Associate Director Academic Services

## 2021 CALENDAR OF ANNUAL REPORTS & POLICY METRICS

26	October (P)	Regular Board	H.M.33 Acceptance of Hospitality or Gifts Policy Metric	Chief Financial Officer & Treasurer
27	October (A)	Regular Board	Ongoing Exit and Entry Survey for all students either changing schools within the Board or entering or exiting the Board	A.D. Facilities, Business, Community Development
28	November (A)	Regular Board	Annual Report on the Multi Year Strategic Plan	Director of Education
29	November (A)	Regular Board	Annual Calendar of Meetings	Director of Education
30	December (A)	Regular Board	Director's Annual Report	Director of Education
31	October (A)	Special Board	Director's Performance Appraisal (over 3 consecutive Special Board Meetings)	Director of Education
32	January (A)	Student Achievement	Mental Health Report	Associate Director Academic Services
33	January (P)	Student Achievement	<u>A.35 Accessibility Standards</u> Policy Metric	Associate Director Academic Services
34	February (P)	Student Achievement	<u>S. 19 External Research</u> Policy Metric	Associate Director Academic Services
35	April (A)	Student Achievement	Non-Resident VISA Student Fees	Associate Director Academic Services
36	May (A)	Student Achievement	Ratification of Student Trustee Nominees	Associate Director Academic Services
37	June (P)	Student Achievement	<u>B.B.04 Smoke &amp; Vapour Free</u> Policy Metric	Associate Director Academic Services
38	September (A/P)	Student Achievement	Annual Safe Schools Report and <u>S.S.12 Fresh Start</u> Policy Metric	Associate Director Academic Services
39	September (P)	Student Achievement	<u>H.M. 40 Fair Practice in Hiring and Promotion</u> Policy Metric	Associate Director Academic Services
40	September	Student Achievement	<u>Community Advisory Committees Report</u>	Associate Director Academic Services

## 2021 CALENDAR OF ANNUAL REPORTS & POLICY METRICS

41	September (P)	Student Achievement	<u>T.07 Community Engagement</u> Policy Report	Director of Education
42	September	Student Achievement	<u>A.37 Communications</u> Policy Metric	Associate Director Academic Services
43	October (A)	Student Achievement	Student Trustees: Voices that Challenge-CSLIT	Associate Director Academic Services
44	October (A)	Student Achievement	International Languages Program Report	Associate Director Academic Services
45	October (A)	Student Achievement	Primary and Junior Division Assessments Of Reading, Writing and Mathematics (EQAO); the Grade 9 Assessment of Mathematics; and the OSSLT Assessment (EQAO)	Associate Director Academic Services
46	October (A)	Student Achievement	<u>S.22 Religious Accommodation</u> Policy Report and <u>S.S.02 Opening or Closing Exercises</u> Policy Report (combined)	Associate Director Academic Services
47	October	Student Achievement	Board Learning Improvement Plan (BLIP)	Associate Director Academic Services
48	November (A)	Student Achievement	K-12 Professional Development Plan for Student Achievement and Well-Being	Associate Director Academic Services
49	November (A)	Student Achievement	CPIC Annual Report including Financial Report	Associate Director Academic Services
50	November (P)	Student Achievement	Elementary Catholic School Leadership Impact Team Report ESLIT	Associate Director Academic Services
51	November (P)	Student Achievement	<u>S.24 Combined (Split) Grade Classes for Elementary Schools</u> Policy Report	Associate Director Academic Services

## 2021 CALENDAR OF ANNUAL REPORTS & POLICY METRICS

<b>52</b>	December (A/P)	Student Achievement	Accountability Framework for Special Education and <u>S.P.01 Special Education Programs and Services Policy Metric</u>	Associate Director Academic Services
<b>53</b>	December (P)	Student Achievement	<u>S.10 Catholic School Parent Council Policy Metric</u>	Associate Director Academic Services
<b>54</b>	December	Student Achievement	<u>Staff CPIC Annual Report Including Financial Reporting</u>	Associate Director Academic Services