

TORONTO CATHOLIC DISTRICT SCHOOL BOARD REGULAR MEETING Public Session

REVISED AGENDA MARCH 23, 2023

Nancy Crawford, Chair
Trustee Ward 12

Frank D'Amico, Vice Chair
Trustee Ward 6

Markus de Domenico
Trustee Ward 2

Michael Del Grande
Trustee Ward 7

Daniel Di Giorgio
Trustee Ward 10

Angela Kennedy
Trustee Ward 11

David Beshai
Student Trustee



MULTI-YEAR STRATEGIC PLAN
2022 - 2025

IN GOD'S IMAGE: Growing in Knowledge, with Justice and Hope



Ida Li Preti
Trustee Ward 3

Teresa Lubinski
Trustee Ward 4

Joseph Martino
Trustee Ward 1

Kevin Morrison
Trustee Ward 9

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: Sasha Stephenson, 416-222-8282 Ext. 2207

Dr. Brendan Browne
Director of Education

Nancy Crawford
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 people 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.

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

**Nancy Crawford, Chair
Frank D'Amico, Vice Chair**

Thursday, March 23, 2023

7:00 P.M.

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| 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. Notices of Motions | |
| 9. Declarations of Interest | |
| 10. Approval and Signing of Minutes of the Previous Meetings | |
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| 10.b Special Board (Corporate Services) Held February 9, 2023 | 6 - 10 |

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| 11.b | From the Director of Education | 27 - 28 |
| 11.c | From the Student Trustee(s) | 29 - 31 |
| 11.d | 2023-2024 Budget Framework (Refer to March 23, 2023 Addendum) | |
| 11.e | The Honorable Consul General Orontes V.Castro - Trustee Tanuan and/or Dr. Browne, Director of Education | |
| 12. | Delegations | |
| 13. | Consideration of Motions for which previous notice has been given | |
| 14. | Consent and Review | |
| 15. | Unfinished Business from Previous Meetings | |
| 16. | Matters recommended by Standing Committees of the Board | |
| 17. | Matters recommended by Statutory Committees of the Board | |
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| | Community Engagement and Review /Modify Applicable Board Policies: Review Policy A.33 – Guidelines for Trustees, Parents and Staff in Addressing School Related Concerns | |
| 19. | Matters referred/deferred from Committees/Board | |
| 20. | Reports of Officials for the Information of the Board of Trustees | |
| 20.a | Staffing Projections Report (Refer to March 23, 2023 Addendum) | |

| | | |
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| 21. | Reports of Officials Requiring Action of the Board of Trustees | |
| 21.a | From the Governance and Policy Committee: Amendment to Policy A.18 - Development Proposals, Amendments of Official Plans and Bylaws | 35 - 40 |
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| 22. | Reports from External Committees / Organizations | |
| 23. | Listing of Communications | |
| 23.a | From the Special Board Advisory Committee on Race Relations: Approved Minutes of Meeting Held January 31, 2023 | 65 - 76 |
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| 23.c | From the Special Education Advisory Committee: Approved Minutes of Meeting Held February 8, 2023 | 85 - 97 |
| 23.d | From Paul Dube, Ombudsman of Ontario regarding Closed Meeting Complaint | 98 - 102 |
| 24. | Inquiries and Miscellaneous | |
| 25. | Updating of Pending Lists | |
| 25.a | Master Pending List and Rolling Calendar | 103 - 104 |
| 25.b | Annual Report | 105 - 108 |

26. Closing Prayer

27. Adjournment

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

HELD THURSDAY, FEBRUARY 2, 2023

STUDENT ACHIEVEMENT

PRESENT:

Trustees:

N. Crawford, Chair of the Board
M. de Domenico, Chair of the Committee
I. Li Preti, Vice-Chair of the Committee
M. Del Grande – Virtual
A. Kennedy
T. Lubinski – Virtual
K. Morrison - Virtual
M. Rizzo
G. Tanuan

Student Trustees:

D. Beshai
S. De Castro

Staff:

B. Browne
D. Boyce
A. Della Mora
R. Putnam
S. Camacho
A. Ceddia
S. Campbell
R. D’Addario
B. Doan

L. Coulter
C. Fernandes
P. Aguiar
A. Bria
M. Caccamo
F. Cifelli
G. Danfulani
K. Dixon
R. Fernandes
M. Meehan
R. Peterson
S. Vlahos

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

External Guest: A. Robertson, Parliamentarian

5. Roll Call and Apologies

Trustees D'Amico, Di Giorgio and Martino were absent.

8. Declarations of Interest

In PRIVATE Session, Trustee Kennedy declared an interest in an Item regarding the Review of Minutes of Settlement relating to a Legal Matter on a Collective Agreement as she has family members who are employees of the Board. Trustee Kennedy did not participate in discussions nor vote on that Item.

In PUBLIC Session, there were none.

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 de Domenico, seconded by Trustee Tanuan, that all Items discussed in PRIVATE and PUBLIC Sessions be approved.

Trustee Del Grande requested that the Question be split.

MOVED by Trustee Tanuan, seconded by Trustee Li Preti, that all Items discussed in PRIVATE Session be approved.

Trustee Kennedy left the horseshoe at 9:03 pm due to a Declaration of Interest, as earlier indicated.

Trustee Del Grande recused himself from voting.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
de Domenico
Li Preti
Morrison
Rizzo
Tanuan

The Motion was declared

CARRIED

Trustee Lubinski did not vote/respond.

Trustee Kennedy returned to the horseshoe at 9:03 pm.

MOVED by Trustee Kennedy, seconded by Trustee Tanuan, that all Items discussed in PUBLIC Session be approved.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
de Domenico
Kennedy
Li Preti
Morrison
Rizzo
Tanuan

The Motion was declared

CARRIED

Trustee Lubinski did not vote/respond.

MOVED by Trustee de Domenico, seconded by Trustee Li Preti, 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
Del Grande
de Domenico
Kennedy
Li Preti
Lubinski
Morrison
Rizzo
Tanuan

The Motion was declared

CARRIED

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

SECRETARY

CHAIR

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

HELD THURSDAY, FEBRUARY 9, 2022

Corporate Services

PRESENT:

Trustees:

N. Crawford, Chair of the Board
F. D'Amico, Vice-Chair of the Board
T. Lubinski, Chair of the Committee
M. Rizzo, Vice-Chair of the Committee
M. de Domenico
M. Del Grande – Virtual
A. Kennedy
I. Li Preti
J. Martino - Virtual
K. Morrison
G. Tanuan

Student Trustee:

D. Beshai

Staff:

B. Browne
D. Boyce
A. Della Mora
R. Putnam
S. Camacho
A. Ceddia
C. Fernandes
M. Farrell
M. Loberto

M. Zlomislic
S. Vlahos

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

External Guest: A. Robertson, Parliamentarian

5. Roll Call and Apologies

Trustee Di Giorgio and Student Trustee De Castro were absent.

8. Declarations of Interest

In PRIVATE Session, Trustee Kennedy declared an interest in an Item regarding the ratification of the Memorandum of Settlement with Canadian Union of Public Employees (CUPE) 1355 as she has family members who are employees of the Board. Trustee Kennedy did not participate in discussions regarding that Item nor vote.

In PUBLIC Session, Trustee Kennedy declared an interest in Items 11a) Multi-Year Financial Forecast, Ryan Putnam, Chief Financial Officer and Treasurer, 17b) Operating Credit Facility Borrowing Resolution and 17c) Non-Operating Credit Facility Borrowing Resolution, as she has family members who are employees of the Board. Trustee Kennedy did not participate in discussions regarding these Items nor vote, as had indicated.

Trustee Li Preti declared a non-disqualifying interest in Item 17a) Monthly Procurement Report as she has family members attending one of the schools listed in the report. Trustee Li Preti indicated that this would not prevent her from making an impartial decision.

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

Trustee Kennedy requested that the Question be split at Items with attached Declarations of Interest.

Trustee Rizzo wished for it to be recorded that she questioned Item 16a) Request to Waive Education Development Charges (EDC) Payment - 844 Don Mills Road Ward 11.

MOVED by Trustee Lubinski, seconded by Trustee Tanuan, that the Items without attached Declarations of Interest 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
Kennedy
Li Preti
Lubinski
Martino
Morrison
Tanuan

Rizzo

The Motion was declared

CARRIED

Student Trustee Beshai wished to be recorded as voted in favour.

Trustee Kennedy left the horseshoe at 11:44 p.m. due to a Declaration of Interest, as earlier indicated.

Trustee Del Grande recused himself from voting.

MOVED by Trustee Tanuan, seconded by Trustee Lubinski, that the Items with attached Declarations of Interest in PRIVATE and PUBLIC Sessions be approved.

Results of the Vote taken, as follows:

In favour

Opposed

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

The Motion was declared

CARRIED

Student Trustee Beshai wished to be recorded as voted in favour.

Trustee Kennedy returned to the horseshoe at 11:46 p.m.

MOVED by Trustee Lubinski, seconded by Trustee Kennedy, 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
Morrison
Rizzo
Tanuan

The Motion was declared

CARRIED

Student Trustee Beshai wished to be recorded as voted in favour.

SECRETARY

CHAIR

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

HELD THURSDAY, FEBRUARY 16, 2023

PRESENT:

Trustees:

N. Crawford, Chair
F. D'Amico – Vice Chair
M. de Domenico
M. Del Grande
A. Kennedy
I. Li Preti
T. Lubinski
K. Morrison
M. Rizzo
G. Tanuan

Staff:

B. Browne
D. Boyce
A. Della Mora
R. Putnam
S. Camacho
S. Campbell
A. Ceddia
L. Coulter
C. Fernandes
P. Aguiar
A. Bria

M. Caccamo
R. D’Addario
G. Danfulani
K. Dixon
M. Farrell
R. Fernandes
M. Loberto
M. Meehan
R. Peterson
S. Vlahos
M. Zlomislic

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

External Guest: A. Robertson, Parliamentarian

5. Roll Call and Apologies

Apologies were extended on behalf of Trustee Martino and Student Trustees Beshai and De Castro. Trustee Di Giorgio was absent.

6. Approval of the Agenda

MOVED by Trustee Kennedy, seconded by Trustee Rizzo, that Inquiries from Trustee Kennedy regarding: Items 23a) Cafeteria Services in Notre Dame High School, Senator O'Connor College School, and St. Patrick Catholic Secondary School; and 23b) Security Lights and Cameras in Elementary and Secondary Schools in Ward 11 be added to the Agenda.

MOVED by Trustee Rizzo, seconded by Trustee Kennedy, that Item 23c) Inquiry from Trustee Rizzo regarding Response from Senior Staff to Emails, Phone Calls and Requests for Information be added to the Agenda.

MOVED by Trustee Kennedy, seconded by Trustee D'Amico, that the Agenda, as amended to include the Addendum and three Inquiries, be approved.

Results of the Vote taken, as follows:

In Favour

Opposed

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

The Motion was declared

CARRIED

7. Reports from Private Session

MOVED by Trustee D'Amico, seconded by Trustee Del Grande, that the following report from Trustee D'Amico be received:

In PRIVATE Session:

- a) Approved Minutes of the previous Meeting held December 8, 2022;
- b) Received verbal information on a personnel matter from the Director of Education;

- c) Approved recommendations from the Executive Compensation Ad Hoc Committee;
- d) Approved recommendations for membership from advisory committees;
- e) Received Approved Minutes of the Audit Committee: Meeting Held November 8, 2022; and
- f) Received an inquiry.

Results of the Vote taken, as follows:

In Favour

Opposed

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

Rizzo

The Motion was declared

CARRIED

MOVED by Trustee Tanuan, seconded by Trustee D'Amico, that the verbal information from the Director regarding the exhibit in the Atrium be received.

Results of the Vote taken, as follows:

In Favour

Opposed

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

The Motion was declared

CARRIED

9. Declarations of Interest

Trustee Kennedy declared an interest in Item 11d) Presentation from the Chief Financial Officer Sound Bite - Staffing Budget: Ryan Putnam, Chief Financial Officer and Treasurer, as she has family members who are employees of the Board. Trustee Kennedy indicated that she would neither participate in discussions regarding that Item nor vote.

10. Approval and Signing of Minutes of the Previous Meetings

MOVED by Trustee D'Amico, seconded by Trustee Li Preti, that Items 10a) and 10c) be adopted as follows:

10a) Special Board (Student Achievement) held January 12, 2023 approved; and

10c) Regular Board held January 26, 2023 approved.

The Motion was declared

CARRIED

Trustee de Domenico thanked Staff who participated in the annual Childhood Cancer Awareness Day on February 15, demonstrating the Toronto Catholic District School Board's support, as well as commitment to the number of children and families living with cancer.

11. Presentations

MOVED by Trustee D'Amico, seconded by Trustee Tanuan, that Item 11a) be adopted as follows:

11a) From the Chair of the Board received.

Results of the Vote taken, as follows:

In Favour

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

Opposed

Rizzo

The Motion was declared

CARRIED

Trustee de Domenico left the horseshoe at 7:38 pm and returned at 7:45 pm.

MOVED by Trustee Kennedy, seconded by Trustee Tanuan, that Item 11b) be adopted as follows:

11b) From the Director of Education received.

The Motion was declared

CARRIED

MOVED by Trustee de Domenico, seconded by Trustee Kennedy, that Item 11c) be adopted as follows:

11c) From the Student Trustee(s) received.

The Motion was declared

CARRIED

Trustee Kennedy left the horseshoe at 7:47 pm due to a Declaration of Interest in Item 11d) below, as earlier indicated.

Trustee D'Amico left the horseshoe at 7:47 pm.

MOVED by Trustee Tanuan, seconded by Trustee D'Amico, that Item 11d) be adopted as follows:

11d) Chief Financial Officer Sound Bite - Staffing Budget - Ryan Putnam, Chief Financial Officer and Treasurer received.

Trustee D'Amico returned to the horseshoe at 7:57 pm.

Trustee Del Grande left the horseshoe at 7:57 pm and returned at 8:01 pm.

The Motion was declared

CARRIED

Trustee Rizzo left the horseshoe at 8:03 pm.

MOVED by Trustee Tanuan, seconded by Trustee Lubinski, that Item 11e) be adopted as follows:

11e) Lift Jesus Higher Rally 2023 - Lalit Lobo received.

Trustee Kennedy returned to the horseshoe at 8:07 pm.

The Motion was declared

CARRIED

Trustee Rizzo returned to the horseshoe at 8:14 pm.

14. Consent and Review

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

20c) 2023-2024 School Year Calendar – Trustee Li Preti;

Inquiries:

- 23a) From Trustee Kennedy regarding Cafeteria Services in Notre Dame High School, Senator O'Connor College School, and St. Patrick Catholic Secondary School;
- 23b) From Trustee Kennedy regarding Security Lights and Cameras in Elementary and Secondary Schools in Ward 11; and
- 23c) From Trustee Rizzo regarding Response from Senior Staff to Emails, Phone Calls and Requests for Information

MOVED by Trustee D'Amico, seconded by Trustee Kennedy, 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
Kennedy
Li Preti
Lubinski
Morrison
Rizzo
Tanuan

The Motion was declared

CARRIED

ITEMS NOT HELD AS CAPTURED IN ABOVE MOTION

- 20a) From the Governance and Policy Committee: Program Advertising for Secondary Schools and Continuing Education S.20** that the Program Advertising for Secondary Schools And Continuing Education S.20 policy, found in “Report Appendix A”, be rescinded;
- 20b) From the Governance and Policy Committee: Policy B.R.06 Use of School Facilities in Emergency Situations** that Policy B.R.06 Use of School Facilities in Emergency Situations provided in Report Appendix A, be rescinded;
- 22a)** From the Audit Committee: Approved Minutes of Meeting Held November 8, 2022;
- 22b)** From the Special Board Advisory Committee on Race Relations - Approved Minutes of meeting Held November 29, 2022;
- 22c)** From the Governance and Policy Committee: Approved Minutes of Meeting Held January 10, 2023;
- 22d)** From the Special Education Advisory Committee: Approved Minutes of Meeting Held January 18, 2023;
- 24a)** Master Pending List and Rolling Calendar; and
- 24b)** Annual Report

Trustee Del Grande left the horseshoe at 8:20 pm and returned at 8:21 pm.

20. Reports of Officials Requiring Action of the Board of Trustees

MOVED by Trustee D’Amico, seconded by Trustee Kennedy, that Item 20c) be adopted as follows:

- 20c) 2023-2024 School Year Calendar** that the Board of Trustees adopt the attached School Year calendar in Appendix A of the report for the 2023-2024 school year, and that this information be communicated as outlined in Section D of the report.

Results of the Vote taken, as follows:

In Favour

Opposed

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

The Motion was declared

CARRIED

23. Inquiries and Miscellaneous

MOVED by Trustee Rizzo, seconded by Trustee D'Amico, that Item 23a) be adopted as follows:

- 23a) From Trustee Kennedy regarding Cafeteria Services in Notre Dame High School, Senator O'Connor College School, and St. Patrick Catholic Secondary School received.**

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
D'Amico
de Domenico
Del Grande

Kennedy
Li Preti
Lubinski
Morrison
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Rizzo, seconded by Trustee D'Amico, that Item 23b) be adopted as follows:

23b) From Trustee Kennedy regarding Security Lights and Cameras in Elementary and Secondary Schools in Ward 11 received.

Results of the Vote taken, as follows:

In Favour

Opposed

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

The Motion was declared

CARRIED

MOVED by Trustee de Domenico, seconded by Trustee D'Amico, that Item 23c) be adopted as follows:

- 23c) From Trustee Rizzo regarding Response from Senior Staff to Emails, Phone Calls and Requests for Information received.**

Results of the Vote taken, as follows:

In Favour

Opposed

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

The Motion was declared

CARRIED

Trustee Del Grande left the meeting at 8:41 pm.

26. Adjournment

MOVED by Trustee de Domenico, seconded by Trustee Kennedy, that the meeting be adjourned.

Results of the Vote taken, as follows:

In Favour

Opposed

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

The Motion was declared

CARRIED

SECRETARY

CHAIR



Chair's Monthly Report

February and March 2023

Highlights from February-March include:

- Attended the Toronto Catholic community marking of the beginning of Lent, with Ash Wednesday Mass live streamed from the Catholic Education Centre. Brought greetings from the Board of Trustees to our Staff and Students on the season of Lent, an opportunity to respond to God's call "Come let us return to the Lord". Hosea 6:1
- Met with the Chair of the Board of the Education Quality and Assessment Ontario (EQAO), Dr. Cameron Montgomery, who presented how EQAO has been transformed through modernization and digitalization. He elaborated on the increased capacity of the revised assessments, joint research possibilities with Boards and greater engagement of parents. Dr. Montgomery is willing to give a presentation to our Board.
- Welcomed Prime Minister Justin Trudeau to St. Demetrius Catholic Elementary School, on the one-year anniversary of the invasion of Ukraine, along with Director Browne, Communications Chief Vlahos, Superintendent Bria and Principal Hordienko. The Honourable Prime Minister spent considerable time with a group of students around the table in the library listening to their experiences and describing what Canada is doing to support Ukraine.
- Attended the Centro Scuola Italy-amo 2023 Gala Dinner, along with Associate Director Della Mora, Staff and Trustees. TCDSB teacher, Cosmo Femia, was awarded the Father Vito Marziliano Award.
- Dropped the puck for the Angel Foundation at the Marlies School Day Game at the Coca-Cola Coliseum along with Vice Chair D'Amico, Trustee de Domenico, and Trustee Morrison. Over 8,000 students from Toronto Catholic elementary schools attended, which enabled the raising of over \$21,000 for the Angel Foundation.
- Attended the Ordinandi Youth Event and the Ordinandi Dinner. TCDSB Nurturing our Catholic Community Staff designed and facilitated the Youth Event which helps secondary students discern their vocation in life. In addition to an Ordinandi (a Deacon soon to be ordained to the Priesthood) and a Religious Sister, Cardinal Collins also spoke to the Students about his vocation calling.

- Attending the **Mass of Installation of His Grace, Archbishop Francis (Frank) Leo** as Archbishop of Toronto by His Excellency, Archbishop Ivan Jurkovič Apostolic Nuncio to Canada at St. Michael's Cathedral Basilica.
- Continuing to participate in bi-weekly conversation meetings with **Stephen Lecce, Minister of Education** at which he introduces new developments and initiatives in education to all Board Chairs throughout the province. Recent topics include: negotiated increase from 50 to 95 days of work that retired teachers and principals can do until the end of June 2023; improving access to skilled trades training for students; French teacher recruitment; strengthening provincial policy to improve capital building processes.
- Attending Board Committees in the role of Ex-Officio including the Safe Schools Advisory Committee, Special Board Race Relations Advisory Committee and the Governance and Policy Committee.



Director's Monthly Report

March 2023

The month of March marks the turn toward the end of the academic calendar each year. As the snow begins to melt by the end of the month (we hope!) and new life starts to bloom, we focus on the run up to the last portion of the academic year. Staff, students, and families enjoy a well-deserved school break in the middle of the month and hopefully return energized and invigorated for the rest of the academic year.

Our Lenten commitments continue throughout March as we have collectively focused on prayer, fasting, and giving as part of our preparation for the Easter season. These days of Lent prepare us for the most important time on our liturgical calendar when we recognize the tremendous sacrifice Jesus made on the cross for us, and the triumph of his resurrection on Easter Sunday as the foundation on which our faith is built.

We are looking forward to the installation of our newly named Archbishop for the Archdiocese of Toronto. Archbishop designate Francis Leo has been transitioning from his position in Montreal to formally begin his tenure as leader of our Archdiocese commencing on March 25th. I look forward to attending his installation that day along with Chair Crawford on behalf of the TCDSB and look forward to our continued partnership in leadership of the faithful throughout the city. We are so grateful for the servant leadership of soon to be Archbishop Emeritus Cardinal Collins on behalf of staff, students, and families in Toronto Catholic.

Just as the spring brings with it rebirth, we move forward as a Catholic community by embracing change, honouring the foundations on which we stand, and optimistically look toward the way forward.

Thank you to our staff in every school throughout the system for their on-going support, commitment, and compassion for all students and families. We are united in our faith, commitment, and dedication to serving and supporting our students and families in Toronto Catholic as a beacon of hope and light.

During the month of **March** we celebrate **Forgiveness** as the **Virtue of the Month for March** and recognize important observances such as: Celtic Canadian Heritage Month, National Engineering Month, Nutrition Month, Education Support Staff Appreciation Day, National Social Work Week, International Women's Day, International Day for Elimination of Racial Discrimination, Ramadan, World Water Day, School Crossing Appreciation Day, Purple Day – Epilepsy Awareness Day, Earth Hour, World Day of Prayer, Purim, Holi, St. Patrick's Day, Solemnity of Saint Joseph (spouse of the Blessed Virgin Mary), Nowruz, World Down Syndrome Day, Solemnity of the Annunciation of the Lord, TCDSB ShareLife Week and ShareLife Wear Green Day.

- Delivered remarks at the **Annual African Heritage Month Mass and Cultural Expose** at **St. Mother Teresa Catholic Academy** (February 28)
- Participating in the Angel Foundation's **TCDSB-Toronto Marlies Health Action Day Game** along with the Chair of the Board, Nancy Crawford
- Participating as a guest speaker on Notre Dame Secondary School's Black Students Association podcast: **BSA Speaks**
- Attending the **33rd Annual Ordinandi Youth Event and Dinner**, sponsored by the Serra Foundation of Canada and the five Serra Clubs in the Archdiocese of Toronto - supporting transitional deacons who will be ordained to the priesthood this year
- Engaging with **The Elementary Catholic Student Leadership Impact Team (E-CSLIT)** from across the system with greetings at their general assembly meeting
- Attending the upcoming **Mass of Installation of His Grace, Archbishop Francis (Frank) Leo** as Archbishop of Toronto by His Excellency, Archbishop Ivan Jurkovič Apostolic Nuncio to Canada at St. Michael's Cathedral Basilica
- Connecting with our TCDSB Community through our monthly "**Lunch with the Director**" series live streamed on Facebook and YouTube
- 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
- **Meeting with Catholic Directors, particularly Catholic Directors from neighbouring GTA Catholic School Boards** in support of best practices, shared issues, solutions, and advocacy throughout Catholic education in Ontario

March Student Trustee Board Report

Update from the Student Trustees:



- David and Stephanie hosted the February CSLIT General Assembly alongside the Executive Council on February 28th. It was an engaging time with student leaders where they discussed the Student Council Outreach report they recently released and incorporated activities from diverse cultures.
- Stephanie and David were the Masters of Ceremony for the Ordinandi Youth Luncheon where they got the opportunity to meet the Ordinandi class of 2023 and Cardinal Thomas Collins.
- David and Stephanie met with Physical Health and Resource Teacher Ms. Karen Enns to discuss vaping in schools and further steps that we can take to keep our school communities safe.
- Stephanie attended the Lift Jesus Higher Rally to help represent Toronto Catholic and CSLIT and listened to speakers to deepen the understanding of faith and community.
- Stephanie attended the OSTA-AECO alumni panel where she spoke with former student trustees about how they are applying their skills to various fields such as STEM, medicine, and business.
- David and Stephanie alongside the Executive Council participated in a consultation with the Research department where they got a chance to give feedback on their experiences with the Fully Alive curriculum.
- Stephanie attended a meeting with the Toronto Youth Cabinet
- Stephanie was invited to watch the Question Period at Queen's Park and attended a meeting with Minister of Education Stephen Lecce on Pink Shirt Day to continue discussing the vision of OSTA-AECO and the reevaluation of curriculum for students.
- David and Stephanie, alongside the executive council attended a retreat at l'Arche Daybreak where they discussed inclusion and belonging.

CSLIT Executive Council

FAITH:

As the Director of Faith, Zoie Noranho has worked closely with the Faith Subcommittee to lay the foundations for Faith Camp, which is set to happen in June. Currently, the subcommittee is reaching out to possible retreat centres and third party organizations that could host Faith Camp, such as L'Arche Daybreak,

Manresa Jesuit Spiritual Renewal Centre, and Hopestone. Zoie will continue to work alongside her subcommittee members to plan the upcoming Let's Talk Faith student event scheduled in person on April 5th. Please join us!

E-CSLIT:

ECSLIT Co-Directors Mayumi Chua and Renee Lewis continue to host their ECSLIT monthly general assemblies at the CEC. Their most recent GA with 136 students in attendance from 8 different schools in attendance was on the 6th of March from 4:30-6:30 which featured presenters from TVO and the presence of Dr. Brendan Browne. The students enjoyed the collaborative activities and talking with others. Mayumi and Renee would encourage any TCDSB official to come join us for some fun at our next GA in the month of April.

CHARITY:

In the month of March, the Co-Directors of Charity Roy Bou Abboud and Neslihan Apaçık had a meeting with Shayna from AFL in order to plan for their upcoming initiatives. They are working on hosting a raffle by giving away gift baskets in order to raise funds for the charity.

Also, they are working on starting a 50/50 fundraiser within multiple TCDSB highschools and connecting with Development & Peace in order to raise funds for the families affected by the earthquakes in Turkey and Syria.

EQUITY:

In the month of March, Christine and Julissa have been working on engaging with more students and building their instagram. They want to post resources for grade 12 students who have trouble finding affordable attire for prom. As well as, raise awareness for Down Syndrome Day on instagram and at the March General Assembly.

SOCIAL JUSTICE:

The Social Justice Director and the subcommittee members are working diligently on a virtual event for International Womens' Day which will be led by students for students. The event includes a panel discussion, games and prizes. Please join us.

SOCIAL AFFAIRS:

As the director of Social Affairs, Nafeisha Yalikun has worked closely with her subcommittee member to host the Valentine's social event after the February general assembly. During the event, students learned about the history background of merengue, and also a few simple merengue dance moves. Nafeisha will continue to work closely with her subcommittee members to plan upcoming initiatives.

PUBLIC RELATIONS:

The Public relations team; Dominic Minoza, Daniela Pereira and Eila Laurila continued to consistently advertise for the February GA to secure many spots for the General Assembly. The public relations team also created posts for our Instagram page documenting and capturing highlights during the general assembly. The Public relations team also created a post to promote Black Mental Health Week to raise awareness on black mental health. The Public Relations team will continue to advertise for our upcoming March general assembly.

ADMINISTRATIVE AFFAIRS:

Rushan Jeyakumar, the Director of Administrative Affairs, worked closely with the student trustees, the CSLIT Executive Council in the month of March. Rushan is responsible for creating the slides and visuals for CSLIT General Assemblies, as well as organizing the logistics and scheduling behind the event.



REPORT TO

REGULAR BOARD

RECOMMENDATIONS TO BOARD FROM THE SPECIAL BOARD ADVISORY COMMITTEE ON RACE RELATIONS

We ought therefore to show hospitality to such people so that we may work together for the truth. 3 John 1:8

Drafted

March 1, 2023

S. Harris – Recording Secretary

S. Hinds-Barnett – Assistant Recording Secretary

Meeting Date

March 23, 2023

RECOMMENDATION REPORT

Vision: *IN GOD'S IMAGE: Growing in Knowledge, with Justice and Hope.*

Mission: *Nurturing the faith development and academic excellence of our Catholic learning community through the love of God, neighbour, and self.*



MULTI-YEAR STRATEGIC PLAN
2022 - 2025

IN GOD'S IMAGE: Growing in Knowledge, with Justice and Hope



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Director of Education

Adrian Della Mora
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Affairs & Chief Operating Officer

Derek Boyce
Associate Director of Corporate
Services and Chief Commercial
Officer

Ryan Putnam
Chief Financial Officer and
Treasurer

A. EXECUTIVE SUMMARY

This report provides the Board of Trustees with recommendations from the **SPECIAL BOARD ADVISORY COMMITTEE ON RACE RELATIONS**.

The cumulative staff time required to prepare this report was 0.5 hours.

B. PURPOSE

1. The purpose of this report is to provide the Board of Trustees with the recommendations from the Special Board Advisory Committee on Race Relations.

C. BACKGROUND

1. On 2023-01-31, the Special Board Advisory Committee on Race Relations met.
2. At that meeting, there were recommendations proposed to the Board of Trustees.

D. EVIDENCE/RESEARCH/ANALYSIS

The Special Board Advisory Committee on Race Relations met on 2023-01-31 and a motion regarding Agenda Item 7c) *Community Engagement and Review / Modify Applicable Board Policies: Review Policy A.33 – Guidelines for Trustees, Parents and Staff in Addressing School Related Concerns*, was unanimously passed.

E. SPECIAL BOARD ADVISORY COMMITTEE ON RACE RELATIONS RECOMMENDATIONS TO THE BOARD OF TRUSTEES

The Special Board Advisory Committee on Race Relations recommends to the Board of Trustees that the following be approved:

That Policy A.33 Guidelines for Trustees, Parents and Staff in Addressing School Related Concerns is applied, and that feedback be obtained from those who have participated in the policy at any step of the process;

That the data collected be included in metrics and evaluation;

That the discussion on Policy A.33 Guidelines for Trustees, Parents and Staff in Addressing School Related Concerns be received, and that the following be referred back to the Board of Trustees and Staff for consideration in the next scheduled policy review through the Governance and Policy Committee:

1. In the Guiding Principles section on page 5 of 8 Item d) “procedural fairness” be fleshed out with more description; and
2. That access to the Human Rights (HR) Equity Advisor and other Staff identified by the HR and Equity Advisor be considered so that parents experiencing discrimination have a resource person to consult for counsel and/or resources;

That the Ontario Ombudsman be included as a resource; and

That under “Guidelines for Principals” page 38, that guideline h) be added to read: *Ensure that parents and stakeholders are aware of the A.33 Policy and the resources available to support them.*

***(COMMUNITY ENGAGEMENT AND REVIEW /MODIFY
APPLICABLE BOARD POLICIES: REVIEW POLICY A.33 –
GUIDELINES FOR TRUSTEES, PARENTS AND STAFF IN
ADDRESSING SCHOOL RELATED CONCERNS)***



REPORT TO

REGULAR BOARD

AMENDMENT TO POLICY A.18 – DEVELOPMENT PROPOSALS, AMENDMENTS OF OFFICIAL PLANS AND BYLAWS

“and if by turning the cities of Sodom and Gomorrah to ashes he condemned them to extinction and made them an example of what is coming to the ungodly;” 2 Peter 2:6

Drafted

February 27, 2023

Meeting Date

March 23, 2023

A. Brutto, Sr. Manager, Planning Services

B. Leporati, Sr. Coordinator, Planning Services

E. Pallotta, Sr. Coordinator, Development Services

M. Loberto, Superintendent, Planning and Development Services

RECOMMENDATION REPORT

Vision: *IN GOD’S IMAGE: Growing in Knowledge, with Justice and Hope.*

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MULTI-YEAR STRATEGIC PLAN
2022 - 2025

IN GOD’S IMAGE: Growing in Knowledge, with Justice and Hope



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Ryan Putnam

Chief Financial Officer and Treasurer

A. EXECUTIVE SUMMARY

This report outlines proposed amendments to *Policy A.18 – Development Proposals, Amendments of Official Plans and Bylaws*. The purpose of these amendments is to improve the flow of development information throughout the organization.

The cumulative staff time required to prepare this report was 15 hours.

B. PURPOSE

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

C. BACKGROUND

1. *Policy A.18 – Development Proposals, Amendments of Official Plans and Bylaws* was first approved in February 1980, with amendments in January 1987 and January 2018. The policy addresses the Board's response to development proposals and amendments to the Official Plan and bylaws.
2. The TCDSB is a commenting agency for all development plans and proposals within the City of Toronto. Staff are circulated on development applications and collect data to supplement the Board's annual enrolment projections process.
3. Staff respond to all requests for comment to protect Board interests by identifying concerns and asserting positions. This can include requesting to be involved in construction management when a proposal poses direct site impacts to a Board property, as well as the installation of on-site accommodation signage to inform potential residents of local school enrolment capacity.
4. In the City of Toronto, development projects are often circulated on multiple occasions before reaching a final iteration. Staff also track and provide comments on proposal resubmissions as they progress through the development approvals process. This allows staff to address any ongoing concerns the Board may have with a specific development proposal.
5. Recommendations in this report were reviewed at the March 7, 2023 meeting of the Governance and Policy Committee.

D. EVIDENCE/RESEARCH/ANALYSIS

1. The proposed amendments to *Policy A.18 Development Proposals, Amendments of Official Plans and Bylaws* are intended to improve the flow of information between staff, Trustees, and school leaders.
2. Enhancing the flow of information will allow staff, Trustees, and school leaders to collaboratively assist with general advocacy and identifying issues which may impact schools and students at the local level.
3. Staff will inform Trustees, Area Superintendents and Principals when development proposals which are anticipated to significantly impact local enrolment are received and/or when a proposal poses immediate impacts to Board property/operations.

E. METRICS AND ACCOUNTABILITY

1. Statistics garnered from the development pipeline are used to inform TCDSB's annual enrolment projections. These statistics will be published on an annual basis within the annual enrolment projections report.

F. GOVERNANCE AND POLICY COMMITTEE RECOMMENDATION

The Governance and Policy Committee recommends that *Development Proposals, Amendments of Official Plans and Bylaws Policy (A.18)* provided in Appendix 'A' be approved.



POLICY SECTION: ADMINISTRATION

SUB-SECTION:

POLICY NAME: DEVELOPMENT PROPOSALS,
AMENDMENTS OF OFFICIAL PLANS
AND BYLAWS

POLICY NO: A.18

| | | |
|--|---|---|
| Date Approved: February 1980 | Date of Next Review: January 2023 | Dates of Amendments: January 22, 1987 January 25, 2018 |
| Cross References: | | |
| Appendix | | |

Purpose:

This policy addresses when the Toronto Catholic District School Board will respond to the procedure for responding to development proposals, amendment to official plans or proposed zoning bylaw changes.

Scope and Responsibility:

This policy applies to the Planning and Development Services department and all development reviews. The Associate Director of Corporate Services is responsible for this policy with the support of the Planning and Development Services department.

Alignment with MYSP:

~~Living Our Catholic Values~~ Learning: Growing in Knowledge

~~Strengthening Public Confidence~~ Equity: Growing in Knowledge with Justice

~~Providing Stewardship of Resources~~ Well-Being: Growing in Knowledge with Justice
and Hope



POLICY SECTION: ADMINISTRATION

SUB-SECTION:

POLICY NAME: DEVELOPMENT PROPOSALS,
AMENDMENTS OF OFFICIAL PLANS
AND BYLAWS

POLICY NO: A.18

Policy:

The Toronto Catholic District School Board will formally assess and respond to all requests for comment related to a development proposals, official plan amendments to an official plan or a and proposed City of Toronto bylaw changes.

Regulations:

1. The Trustees, Area Superintendents and Principals will be notified of Toronto Catholic District School board ("the Board") will formally respond to all development proposals, official plan amendments and zoning by-law changes when received if the TCDSB anticipates a significant impact to student enrolment and/or the proximity of construction might have immediate impacts to a school site or daily school operations (eg. Construction traffic, shadows, noise and vibration and/or crane swing). that adversely affect the Board. The Board may be adversely affected because of insufficient space to accommodate students as a result of the development proposal, official plan amendment or zoning by-law change.
2. School community engagement will occur when need is identified by any of the parties listed above. The proposals, official plan amendments, zoning by-law changes and their impacts will be presented to the Board of Trustees on an annual basis.

Evaluation and Metrics:

Data collected by tracking development proposals, official plan amendments and/or zoning bylaw changes is integral to the accuracy of annual enrolment projections and will inform and be included in the reporting on the enrolment projection process. The

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

The Director of Education will report responses referred to in Regulation 1 annually to the Board of Trustees for information.

Appendix 'A'



REPORT TO

REGULAR BOARD

RESCINDMENT OF POLICY S.T.04 – TTC IDENTIFICATION CARDS

"I can do all things through him who strengthens me." Philippians 4:13 (NRSVCE)

Drafted

February 27, 2023

Meeting Date

March 23, 2023

B. Leporati, Sr. Coordinator Planning Services

M. Loberto, Superintendent, Planning and Development Services

RECOMMENDATION REPORT

Vision: *IN GOD'S IMAGE: Growing in
Knowledge, with Justice and Hope.*

Mission: *Nurturing the faith development and academic
excellence of our Catholic learning community through the
love of God, neighbour, and self.*



MULTI-YEAR STRATEGIC PLAN
2022 - 2025

IN GOD'S IMAGE: Growing in Knowledge, with Justice and Hope



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Ryan Putnam
Chief Financial Officer and Treasurer

A. EXECUTIVE SUMMARY

This report recommends rescindment of *Policy S.T.04 TTC Identification Cards*, as the policy no longer reflects the practices of the Toronto Transit Commission (TTC).

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 rescindment.

C. BACKGROUND

1. Policy S.T.04 TTC Identification Cards was first approved in August 1977, and last amended in December 1987.
2. The policy was related to the provision of TTC Student Identification cards, which was a photo identification used along with fare payment when accessing transit services.
3. This policy no longer reflects current practices by The Toronto Transit Commission (TTC) or TCDSB.
4. Recommendations in this report were reviewed at the March 7, 2023 meeting of the Governance and Policy Committee.

D. EVIDENCE/RESEARCH/ANALYSIS

1. ***Beginning in March 2015, children age 12 and under are able to access the TTC at no cost.***
2. ***The TTC has discontinued the practice of photo Student Identification Cards.*** Previously, TTC would arrange visits to TCDSB schools to photograph students for the purposes of these cards.
3. ***The TTC now provides the TCDSB with Child Proof of Age cards that are distributed to schools students that are 12 and under.*** These cards are generic, and do not include a picture. The cards assist in situations where the age of the student is in question and lets TTC drivers and fare collectors verify that the student is eligible to ride for free.

4. *Secondary School students are required to carry the school issued photo identification as proof of age when travelling on the TTC.*
5. *In summary, this policy is no longer required and should be rescinded and removed from the policy register.*

E. METRICS AND ACCOUNTABILITY

1. TCDSB will continue to align with the procedures of the TTC regarding the provision of student transportation.
2. The policy will be removed from the TCDSB policy register.

F. GOVERNANCE AND POLICY COMMITTEE RECOMMENDATION

The Governance and Policy Committee recommends that *Policy - S.T.04 TTC Identification Cards* be rescinded and removed from the Policy register.



TCDSB Policy Register

T.T.C. Identification Cards S.T.04

| | | |
|---------------------------------|--|---|
| Date Approved: Aug 77 | Date of Review: June 6, 2006 | Dates of Amendment: 19 Nov 87 |
| Cross Reference: | | |

Policy:

The Toronto Catholic District School Board shall cooperate with the Toronto Transit Commission in providing student identification cards to Toronto Catholic District School Board students at no cost to the Board.



REPORT TO

REGULAR BOARD

RESCINDMENT OF SUBSIDIES FOR INDIVIDUAL COURSES POLICY HM 20

Not only so, but we also glory in our sufferings, because we know that suffering produces perseverance; perseverance, character; and character, hope. Romans 5:3-4

Drafted

February 21, 2023

Meeting Date

March 23, 2023

Lynda Coulter, Executive Superintendent of Human Resources, Leadership and Equity
Stephanie, Obradovich, Senior Legal Counsel

RECOMMENDATION REPORT

Vision: *IN GOD'S IMAGE: Growing in Knowledge, with Justice and Hope.*

Mission: *Nurturing the faith development and academic excellence of our Catholic learning community through the love of God, neighbour, and self.*



MULTI-YEAR STRATEGIC PLAN
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Ryan Putnam
Chief Financial Officer and Treasurer

A. EXECUTIVE SUMMARY

This report recommends this rescindment of the Subsidies for Individual Courses Policy HM 20.

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

B. PURPOSE

This Report is on the Order Paper of the Governance and Policy Committee pursuant to the policy review schedule.

C. BACKGROUND

1. Following the rescindment of Board policy HM 02 (Non-Union Employee Handbook), administration has maintained a handbook which includes the terms and conditions of employment for non-union administration and management employees. While the current handbook does not include any reference to individual course subsidies that may be available to non-union employees, they could be added if policy HM 20 was rescinded.
2. The Non-Union Employee Handbook is a live document that is accessible to non-unionized employees for information purposes through the Board's staff intranet. It is updated by Human Resources on a regular basis as necessary due to legislative requirements such as provincial amendments to the *Employment Standards Act* or due to operational reasons including the clarification of on call and call out provisions.
3. Recommendations in this report were reviewed at the March 7, 2023 meeting of the Governance and Policy Committee.

D. METRICS AND ACCOUNTABILITY

The Director of Education through the Executive Superintendent of Human Resources, Leadership & Equity will monitor the terms and conditions of employment for non-union employees and assess any revisions that may be necessary.

**E. GOVERNANCE AND POLICY COMMITTEE
RECOMMENDATION**

The Governance and Policy Committee recommends that the Subsidies for Individual Courses Policy HM 20, attached as **Appendix A**, be rescinded.



TCDSB Policy Register

Subsidy Of Individual Courses H.M.20

Policy

1. The Toronto Catholic District School Board shall pay the fee for courses completed by employees when such courses are taken at the request of the Board or the Director of Education.
2. Where the employees initiate requests for payment of courses, the Board shall pay the cost of prior approved courses, provided that such employees are not covered in a related or similar provision in a current collective agreement, and subject to the following regulations:

Regulations (For Policy Statement #2):

1. An applicant shall have a minimum of five (5) years experience with the Board
2. Applications shall be submitted in writing not later than June 30 to the Superintendent of Program Services.
3. Selections shall be made by a committee comprised of equal numbers of employees and the Board's administrative officials but not more than three of each.
4. Courses approved must be relevant to the job description for the employee's position and potentially result in increased skills or improvement in job performance.
5. The committee shall make recommendations to the Director of Education taking into consideration the high quality of service and the relative lengths of service of the applicants.
6. The total annual cost of courses for which the Board shall provide reimbursement shall not exceed the equivalent of twenty-five (25) university courses.

BM p 57, Jan 88; BM, Dec 66.



REPORT TO

REGULAR BOARD

RESCINDMENT OF EASTERN RITE EMPLOYEES' HOLY DAY POLICY HM 01 AND REPLACEMENT WITH NEW RELIGIOUS OBSERVANCE DAY POLICY

Not only so, but we also glory in our sufferings, because we know that suffering produces perseverance; perseverance, character; and character, hope.

Romans 5:3-4

Drafted

February 27, 2023

Lynda Coulter, Executive Superintendent of Human Resources, Leadership and Equity
Jacob Schlosser, Legal Counsel

Meeting Date

March 23, 2023

RECOMMENDATION REPORT

Vision: *IN GOD'S IMAGE: Growing in Knowledge, with Justice and Hope.*

Mission: *Nurturing the faith development and academic excellence of our Catholic learning community through the love of God, neighbour, and self.*



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A. EXECUTIVE SUMMARY

This report recommends this rescindment of the Eastern Rite Employee's Holy Days Policy HM 01 and its replacement with a new policy, Religious Observance Days.

The cumulative staff time required to prepare this report was 5 hours.

B. PURPOSE

This Report is on the Order Paper of the Governance and Policy Committee pursuant to the policy review schedule.

C. BACKGROUND

1. Since 1970, the TCDSB has recognized the religious diversity of its employees with the provision of two paid days for religious observance of two holy days for employees who are members of the Eastern Rite Orthodox Church in place of Good Friday and Christmas Day. These two days are recognized province wide as public holidays for all employees regardless of religious denomination. (*Employment Standards Act, 2000*)
2. As the composition of the Board's non-academic workforce has changed over time to reflect the diversity of the City of Toronto, the TCDSB employs some employees that are not Catholic nor are they members of the Eastern Rite denomination of Catholicism. These employees may celebrate other Holy Days depending on their religion.
3. Employees of different faiths have referenced the Eastern Rite Employee's Holy Day policy when requesting up to two paid days for religious observance of their holy days. While their supervisors have granted the time, the process to be followed is unclear and not necessarily consistent since the employees making the request are not members of the Eastern Rite denomination.
4. The rescindment of the existing policy, which is applicable to members of only one denomination, and replacement with the new draft policy, "religious observance days" will provide clarity to all TCDSB employees of different faiths, including supervisors who are responsible for complying

with the Ontario Human Rights Code in the day-to-day management of non-academic employees.

5. Recommendations in this report were reviewed at the March 7, 2023 meeting of the Governance and Policy Committee.

D. METRICS AND ACCOUNTABILITY

The Director of Education through the Executive Superintendent of Human Resources, Leadership & Equity will implement the new Religious Observance Days policy.

E. GOVERNANCE AND POLICY COMMITTEE RECOMMENDATION

The Governance and Policy Committee recommends that the Eastern Rite Employee's Holy Days Policy HM 01, attached as **Appendix A**, be rescinded, and replaced by the new policy, Religious Observance Days, attached as **Appendix B**.



TCDSB Policy Register

Eastern Rite Employee's Holy Days H.M.01

Date Approved: June 1970

Date of Review: October 2, 2006

Dates of Amendment: October 16, 1986

Policy

Employees who are Catholics of an Eastern Rite may apply for time off for religious observance on each of the Holy Days Christmas and Good Friday (Eastern Rite) when these days fall on a school day.

Regulations

Upon the application from an Eastern Rite employee, the Director of Education will grant time off for the religious observance of Christmas and Easter.

^[A1]Clarification of current practice.



POLICY SECTION: HUMAN RESOURCES
SUB-SECTION: MISCELLANEOUS
POLICY NAME: RELIGIOUS OBSERVANCE DAYS
POLICY NO: H.M. 01

| | | |
|--|---|----------------------------|
| Date Approved: March 7, 2023 | Date of Review: March 7, 2028 | Dates of Amendment: |
| Cross Reference: Ontario Human Rights Code | | |

Purpose:

This policy affirms that the Toronto Catholic District School Board recognizes the importance of freedom of religion, diversity and inclusion and endeavours to promote a respectful and inclusive workplace.

In keeping with the mission, vision and values of the Toronto Catholic District School Board, the Toronto Catholic District School Board believes that the realization of the goals of Catholic education, founded on faith, inspired by the Gospel, and committed to services requires leadership at all levels. The TCDSB recognizes that our school communities exist primarily to foster and exemplify Catholic values centered on the person of Jesus Christ.

Our Mission will continue the focus on nurturing the faith development and academic excellence of our Catholic learning community through the love of God, neighbour, and self.

Scope and Responsibility:

The policy applies to all employees of the Toronto Catholic District School Board. The Director of Education and the Executive Superintendent of Human Resources, Leadership & Equity are responsible for this policy.



POLICY SECTION: HUMAN RESOURCES
SUB-SECTION: MISCELLANEOUS
POLICY NAME: RELIGIOUS OBSERVANCE DAYS
POLICY NO: H.M. 01

Alignment with MYSP:

Learning – Growing in Knowledge

Continue to develop a Christ-centered learning organization in pursuit of knowledge, innovation, and responsiveness.

Equity – Growing in Knowledge with Justice

Apply Catholic social justice to nurture a community focused on equity, diversity, inclusion, anti-racism, and anti-oppression.

Well-Being – Growing in Knowledge with Justice and Hope

Strengthen an environment rooted in Gospel values that nurtures hope and well-being and to better support a work-life balance for all staff that nurtures spiritual, emotional, physical, and social well-being.

Policy:

Under the *Employment Standards Act, 2000*, Good Friday and Christmas Day are public holidays for all employees, regardless of the religious denomination to which they belong.

The TCDSB employs some employees that are not Catholic and celebrate other, non-Catholic Holy Days. Therefore, such employees may request up to two (2) paid days off work over the course of a school year for religious observance on the Holy Days of the religious denomination to which they belong (“Religious Observance Day”), when said Holy Days fall on school or workdays, e.g., Christmas and Good Friday (Eastern Rite).

For clarity, employees will not be granted a Religious Observance Day where a Holy Day falls on a weekend.



POLICY SECTION: HUMAN RESOURCES
SUB-SECTION: MISCELLANEOUS
POLICY NAME: RELIGIOUS OBSERVANCE DAYS
POLICY NO: H.M. 01

Regulation:

1. Requests for Religious Observance Days shall be made to an employee's supervisor who may approve the request.



REGULAR BOARD

STUDENT TRUSTEE POLICY T.02 AMENDMENT RECOMMENDATION

“For I know that my Redeemer lives, and that at the last he will stand upon the earth;” Job 19:25

Drafted

February 9, 2023

Antonella Ceddia, Executive General Counsel

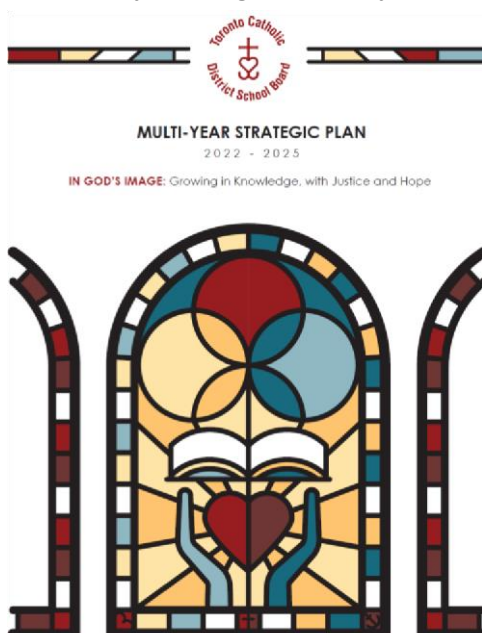
Meeting Date

March 23, 2023

RECOMMENDATION REPORT

Vision: *IN GOD’S IMAGE: Growing in Knowledge, with Justice and Hope.*

Mission: *Nurturing the faith development and academic excellence of our Catholic learning community through the love of God, neighbour, and self.*



Brendan Browne
Director of Education

Adrian Della Mora
Associate Director of Academic
Affairs & Chief Operating Officer

Derek Boyce
Associate Director of Corporate
Services and Chief Commercial Officer

Ryan Putnam
Chief Financial Officer & Treasurer

A. EXECUTIVE SUMMARY

This report recommends that TCDSB Student Trustee Policy, T.02., be amended to remove the requirement that student trustees be Roman Catholic.

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

B. PURPOSE

1. The recommended amendment would bring Policy T.02 in compliance with the *Education Act* and the *Charter of Rights and Freedoms*, following the recent decision of the Ontario Divisional Court in *Kandaharian v. York Catholic District School Board*.

C. BACKGROUND

1. On October 6, 2022, the Superior Court of Justice (Divisional Court) released its decision and reasons in *Kandaharian v YCDSB*.
2. *Kandaharian* was a legal challenge initiated by a student of the YCDSB. The student, Daria Kandaharian, challenged the validity of a YCDSB Policy that required that student trustees be Roman Catholic.
3. The Divisional Court struck down the policy requirement that student trustees be Roman Catholic.

D. EVIDENCE/RESEARCH/ANALYSIS

The Court's Decision

1. In *Kandaharian*, the Divisional Court found that the YCDSB had no legal authority under the *Education Act* and Ont. Regulation 7/07 to impose a religiousbased qualification for student trustee. As such, the policy requirement was outside the jurisdiction of the YCDSB and could not stand.
2. The YCDSB relied on its special status and powers under s. 93(1) of the *Constitution Act*, 1867. The Court found that s. 93(1) provides constitutional protection to Roman Catholic separate schools in Ontario to the extent of the rights they had at the time of Confederation. The Court found that this protection did not extend to the student trustee position. The position was created

by the Legislature in 1997 and so was not a right or privilege held by the YCDSB at Confederation.

3. In the absence of protection provided by s. 93 (1), the Court held that the YCDSB policy was not immune from a challenge that it discriminated based on religion, contrary to s. 15 (1) of the *Charter of Rights and Freedoms*. Section 15 (1) of the *Charter* provides every person with the right to equal treatment without discrimination based various enumerated grounds, including religion.
4. The Court found that the requirement that student trustees be Roman Catholic breached s. 15 (1) of the *Charter* and that this infringement was not a reasonable limit on the right to be equal treatment without discrimination. As such, the policy requirement that student trustees be Roman Catholic was unconstitutional.
5. The Court struck the policy requirement as being outside of the Board's jurisdiction and contrary to the Charter of Rights and Freedoms..

TCDSB Policy T.02

6. TCDSB Policy T.02 requires that candidates for student trustee must be Roman Catholic (see regulation 10(i) of Policy T.02).
7. The Court held that such a requirement is outside of a school board's jurisdiction and unconstitutional because it is an unjustified infringement of s. 15(1) of the *Charter of Rights and Freedoms*.
8. To bring T.02 in compliance with the *Education Act* and the *Charter of Rights and Freedoms*, the requirement that student trustees be Roman Catholic should be removed from Policy T.02.
9. Recommendations in this report were reviewed at the March 7, 2023 meeting of the Governance and Policy Committee.

E. GOVERNANCE AND POLICY COMMITTEE RECOMMENDATION

1. The Governance and Policy Committee recommends that Student Trustee Policy, T.02, be amended by striking out the words "Roman Catholic" from Regulation 10(i), as in Appendix A to this report.
2. The Governance and Policy Committee further recommends that an information session be provided to our Education Partners – Catholic Parent Involvement Committee (CPIC) and Ontario Association of Parents in Catholic Education (OAPCE) to explain the legal basis for the policy change.

APPENDIX A



POLICY SECTION: TRUSTEES
SUB-SECTION:
POLICY NAME: STUDENT TRUSTEE
POLICY NO: T. 02

| | | |
|--|---|--|
| Date Approved: April 18, 2007 | Date of Next Review: May 2023 | Dates of Amendments: January 26, 2012 – Board; February 23, 2012 – Board; January 24, 2013; February 19, 2015; May 2, 2018 |
| Cross References: Education Act, S. 55, Student Trustees, O. Reg. 07/07 Trustee Services and Expenditures T.17 Ministry of Education “Student Trustees: Attendance and conflict of Interest Guidelines” (April 13, 2007) | | |
| Appendix Appendix A - Rights and Responsibilities of a Student Trustee Appendix B – Process for Election of the Student Trustee | | |

Purpose:

This Policy provides for the direct representation of the interests of students on the Board in accordance with the provisions of the Education Act, Ontario Regulation 07/07 and any guidelines issued by the Minister of Education under paragraph 3.5 of subsection 8(1) of the Education Act.

Scope and Responsibility:

The policy applies to the election of two Student Trustees and their terms of reference, as well as rules of engagement while participating at Board and



POLICY SECTION: TRUSTEES
SUB-SECTION:
POLICY NAME: STUDENT TRUSTEE
POLICY NO: T. 02

Committee meetings. The Director of Education, with the assistance of the Superintendent of Education for Curriculum and Accountability, is responsible for this policy.

Alignment with MYSP:

~~Strengthening Public Confidence~~

~~Excellence in Governance~~

~~Fostering Student Achievement and Well-Being~~

Learning – Growing in Knowledge

Continue to develop a Christ-centered learning organization in pursuit of knowledge, innovation, and responsiveness.

Equity – Growing in Knowledge with Justice

Apply Catholic social justice to nurture a community focused on equity, diversity, inclusion, anti-racism, and anti-oppression.

Well-Being – Growing in Knowledge With Justice and Hope

Strengthen an environment rooted in Gospel values that nurtures hope and well-being.

Policy:

In accordance with the provisions of the Education Act, the Toronto Catholic District School Board will establish and maintain two, full-year Student Trustee positions on its Board of Trustees.



POLICY SECTION: TRUSTEES
SUB-SECTION:
POLICY NAME: STUDENT TRUSTEE
POLICY NO: T. 02

Regulations:

1. The Toronto Catholic District School Board shall establish two Student Trustee positions to represent the interests of all students. Student Trustees must be enrolled in the senior division of the Board.
2. The Student Trustees may participate in TCDSB Board and Committee meetings, both in public and private session. A Student Trustee is not entitled to be present at a meeting that is closed to the public if the subject matter under consideration involves the disclosure of intimate, personal or financial information in respect of a member of the board or committee, an employee of the board or a pupil or his/her parent or guardian. Student Trustees are not considered elected members of the Board and are therefore not entitled to exercise a binding vote, not eligible to move or second motions but are entitled to suggest a motion and are entitled to require that a vote be recorded and have their vote recorded.
3. The student trustees will serve two successive one-year terms beginning on August 1 of the year in which he or she is elected and end on July 31 of the following year of election, following a transition period from May until July 31, in the first year of election.
4. Only one trustee will be elected each year. Each student trustee will be elected in April of their second year of secondary school, thus commencing their two year term to begin August 1.
5. The student trustee elected may not be from the same secondary school as the incumbent student trustee.
6. The Student Trustees will serve as the Co-Chairs of the Catholic Student Leadership Impact Team (CSLIT). The CSLIT will hold at least one meeting per month during the school year.



POLICY SECTION: TRUSTEES
SUB-SECTION:
POLICY NAME: STUDENT TRUSTEE
POLICY NO: T. 02

7. A student trustee must resign from their position if they are absent from three (3) consecutive regular meetings of the board without being authorized by a resolution of the board. Authorizations by resolution must be provided to student trustees in the same manner as they are to board members and must be recorded in the meeting minutes. Student trustees are considered present at a meeting in which they participate through teleconferencing, videoconferencing or other electronic means.
8. Where a vacancy occurs with one Student Trustee, the second Student Trustee will continue with his/her duties and the Director of Administrative Affairs of CSLIT shall fulfill the duties of a Student Trustee for the balance of the Student Trustee's term or until such time as a by-election is held and a new Student Trustee is elected.
9. Each secondary school will be entitled to put forward one candidate for election to one of the positions of Student Trustee in any given year.
10. Each candidate for the position of Student Trustee shall meet the following qualification criteria:
 - (i) be a ~~Roman Catholic~~ student enrolled at a Toronto Catholic District School Board secondary school, and during his or her term of office must be a full-time student or is an exceptional pupil in a special education program for whom the board has reduced the length of the instructional program on each school day under subsection 3(3) of Regulation 298 of the Revised Regulations of Ontario, 1990 (Operation of Schools—General) made under the Act, so long as the pupil would be a full-time pupil if the program had not been reduced;
 - (ii) be elected by the local student body;



POLICY SECTION: TRUSTEES
SUB-SECTION:
POLICY NAME: STUDENT TRUSTEE
POLICY NO: T. 02

- (iii) receive the written approval of his/her parent(s)/guardian(s), unless 18 years of age, to stand for election and also present a letter of reference from a teacher, guidance counsellor or Principal; and
 - (iv) maintain a grade average that will contribute to his/her successful graduation at the time of becoming a candidate for the position.
11. The Superintendent of Education, Curriculum and Accountability Department or designate, shall establish procedures and include suitable orientation to assist the Student Trustees in fulfilling their roles and responsibilities.
12. The Student Trustees will provide a verbal report and/or written report at each regular Board meeting.
13. A Student Trustee may be disqualified from holding office for one or more of the following reasons:
- (i) serious violation of the TCDSB Trustees' Code of Conduct;
 - (ii) disclosure of intimate, personal or financial information in respect of a Trustee or committee, an employee of the TCDSB or a student or his/her parent or guardian;
 - (iii) commission of a serious breach of his/her school's code of conduct;
 - (iv) demonstrated behaviour that is deemed to be incompatible with the role and responsibilities of the Student Trustee.
14. Student Trustees shall be entitled to reimbursement of out-of-pocket expenses as if they were members of the Board.



POLICY SECTION: TRUSTEES

SUB-SECTION:

POLICY NAME: STUDENT TRUSTEE

POLICY NO: T. 02

15. Student Trustees shall be paid an honorarium of \$2,500 for a complete term of office, consistent with the provisions of the Education Act, which shall be prorated if the Student Trustee holds office for less than a full term.
16. Student Trustees have the same status as a Board member with respect to access to Board resources and opportunities for training.
17. The successful candidates elected/appointed to the position of Student Trustee will have prescribed rights and responsibilities. ([Appendix A: Rights and Responsibilities of the Student Trustee](#))
18. The procedure for election of Student Trustees is determined by the Board. ([Appendix B: Election of the Student Trustee](#))
19. Student Trustees shall be required to wear their school uniform or business attire when attending Board or Committee meetings, representing the Board at either internal or external board-related business meetings, or when meeting with other students in the Board in the capacity of student trustee.
20. The opportunity to earn a secondary school credit towards the Ontario Secondary School Diploma in the area of Co-operative Education, consistent with Ministry of Education policies and procedures, will be offered to the Student Trustees.
21. The board shall provide the Ministry with the names of the student trustees elected, not later than 30 days after the date of the election or by-election.

Evaluation and Metrics:

The "Ratification of Student Trustee Nominees" report will be brought to the Student Achievement Committee in May of each year.

OUR MISSION

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OUR VISION

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



MINUTES OF THE SPECIAL BOARD ADVISORY COMMITTEE ON RACE RELATIONS MEETING

PUBLIC SESSION

TUESDAY, JANUARY 31, 2023

Trustees:

G. Tanuan, Chair
M. Rizzo, Vice-Chair – Virtual
N. Crawford, Ex-Officio
M. de Domenico – Virtual
A. Kennedy

External Members:

M. Largo, Parent Representative, – Virtual
A. Parsons, Community Representative – Virtual
E. Rodrigues - Virtual
A. Santiago, Staff Representative – Virtual
H. Suite - Virtual
A. Welsh-Knight - Virtual

Staff:

A. Della Mora
R. Fernandes
L. Latham
R. Peterson

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

External Guest:

A. Robertson, Parliamentarian

4. Roll Call and Apologies

Trustee D'Amico, Tony San Juan and Joshua Singh were absent.

5. Approval of the Agenda

MOVED by Trustee Kennedy, seconded by Trustee Crawford, that the Agenda be approved.

MOVED in AMENDMENT by Marissa Largo, seconded by Aileen Santiago, that Item 7e) Systematic Collection of Students'/Staff Racial Data be added.

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

In Favour

Opposed

Trustee Crawford
Trustee de Domenico
Trustee Kennedy
M. Largo
A. Parsons
E. Rodrigues
A. Santiago
H. Suite
Trustee Tanuan
A. Welsh-Knight

The AMENDMENT was declared

CARRIED

Trustee Rizzo did not vote/respond.

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

In Favour

Opposed

Trustee Crawford
Trustee de Domenico
Trustee Kennedy
M. Largo
A. Parsons
E. Rodrigues
A. Santiago
H. Suite
Trustee Rizzo
Trustee Tanuan
A. Welsh-Knight

The Motion, as amended, was declared

CARRIED

6. Approval and Signing of Minutes of the Previous Meeting

MOVED by Trustee Kennedy, seconded by de Domenico, that the Minutes of the Meeting held November 29, 2022 be approved.

The Motion was declared

CARRIED

7. Consideration of Agreed Thematic Issues

MOVED by Trustee Crawford, seconded by Aileen Santiago, that Item 7a) be adopted as follows:

- 7a) Establish Staff/Special Board Advisory Committee on Race Relations Strategic Framework Working Committee on Fair Representation, Hiring and Promotion of Ethnic Minorities** received.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustee Crawford
Trustee de Domenico
Trustee Kennedy
M. Largo
A. Parsons
E. Rodrigues
A. Santiago
H. Suite
Trustee Tanuan
A. Welsh-Knight

The Motion was declared

CARRIED

Trustee Rizzo did not vote/respond.

MOVED by Helena Suite, seconded by Aileen Santiago, that Item 7b) be adopted as follows:

- 7b) Feedback from the Equitable Recruitment and Hiring Practices Presentation at the September 22, 2022 Meeting** received.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustee Crawford
Trustee de Domenico
Trustee Kennedy
M. Largo
A. Parsons
E. Rodrigues
A. Santiago
H. Suite
Trustee Rizzo
Trustee Tanuan
A. Welsh-Knight

The Motion was declared

CARRIED

Time for business expired.

It was the will of the Assembly for time to be extended, as per Article 12.6 of the Toronto Catholic District School Board's (TCDSB) By-law, by 15 minutes.

MOVED by Trustee Crawford, seconded by Trustee Rizzo, that Item 7c) be adopted as follows:

- 7c) Community Engagement and Review/Modify Applicable Board Policies - Review Policy A.33 - Guidelines for Trustees, Parents and Staff in Addressing School Related Concerns and other related Policies e.g. Policy H.M.11 - Employment Equity, Policy H.M.24 - Catholic Equity and Inclusive Education and Policy H.M.40 - Fair Practice in Hiring and Promotion received.**

Time for business expired.

It was the will of the Assembly for time to be extended, as per Article 12.6 of the TCDSB's By-law, by 15 minutes.

MOVED in AMENDMENT by Trustee Kennedy, seconded by Trustee Crawford, that the Special Board Advisory Committee on Race Relations recommend to the Board that Policy A.33 Guidelines for Trustees, Parents and Staff in Addressing School Related Concerns is applied, and that feedback be obtained from those who have participated in the policy at any step of the process; and

That the data collected be included in Metrics and Evaluation.

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

In Favour

Trustee Crawford
Trustee de Domenico
Trustee Kennedy
M. Largo
A. Santiago
Trustee Rizzo
Trustee Tanuan
A. Welsh-Knight

Opposed

A. Parsons
H. Suite

The AMENDMENT was declared

CARRIED

Eunice Rodrigues did not vote/respond.

MOVED in AMENDMENT by Trustee Crawford, seconded by Helena Suite, that the discussion on Policy A.33 Guidelines for Trustees, Parents and Staff in Addressing School Related Concerns be received, and that the following be

referred back to the Board of Trustees and Staff for consideration in the next scheduled policy review through the Governance and Policy Committee:

1. That in the Guiding Principles section on page 5 of 8 Item d) “procedural fairness” be fleshed out with more description; and
2. That access to the Human Rights (HR) Equity Advisor and other Staff identified by the HR and Equity Advisor be considered so that parents experiencing discrimination have a resource person to consult for counsel and/or resources.

MOVED in AMENDMENT to the AMENDMENT by Trustee Rizzo, seconded by Trustee de Domenico, that the Ontario Ombudsman be included as a resource.

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

In Favour

Trustee de Domenico
Trustee Kennedy
M. Largo
A. Santiago
Trustee Rizzo
Trustee Tanuan

Opposed

Trustee Crawford
A. Parsons
H. Suite

The AMENDMENT to the AMENDMENT was declared

CARRIED

Eunice Rodrigues and Alissa Welsh-Knight did not vote/respond.

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

In Favour

Opposed

Trustee Crawford
Trustee Kennedy
M. Largo
A. Parsons
A. Santiago
H. Suite
Trustee Rizzo
Trustee Tanuan

The AMENDMENT was declared

CARRIED

Eunice Rodrigues and Alissa Welsh-Knight did not vote/respond.

MOVED in AMENDMENT by Aileen Santiago, seconded by Trustee Rizzo, that under “Guidelines for Principals” on page 38 guideline h) be added to read: Ensure that parents and stakeholders are aware of the A.33 Policy and the resources available to support them.

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

In Favour

Opposed

Trustee Crawford
Trustee Kennedy
M. Largo
A. Santiago
Trustee Rizzo
Trustee Tanuan

A. Parsons
H. Suite

The AMENDMENT was declared

CARRIED

Trustee de Domenico, Eunice Rodrigues and Alissa Welsh-Knight did not vote/respond.

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

In Favour

Trustee Crawford
Trustee Kennedy
M. Largo
A. Santiago
Trustee Rizzo
Trustee Tanuan

Opposed

A. Parsons
H. Suite

The Motion, as amended, was declared

CARRIED

Trustee de Domenico, Eunice Rodrigues and Alissa Welsh-Knight did not vote/respond.

MOVED by Trustee Kennedy, seconded by Trustee Rizzo, that the Items not discussed be deferred to the February 23, 2023 Special Board Advisory Committee on Race Relations meeting.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustee Crawford
Trustee Kennedy
M. Largo
A. Parsons
H. Suite
A. Santiago
Trustee Rizzo
Trustee Tanuan

The Motion was declared

CARRIED

Trustee de Domenico, Eunice Rodrigues and Alissa Welsh-Knight did not vote/respond.

ITEMS AS CAPTURED IN ABOVE MOTION

- 7c) Community Engagement and Review/Modify Applicable Board Policies
- Review of policies H.M.11 - Employment Equity, H.M.24 – Catholic Equity and Inclusive Education and H.M.40 - Fair Practice in Hiring and Promotion;
- 7d) People for Education - A progress report on Anti-Racism Policy across Canada;
- 7e) Systematic Collection of Students’/Staff Racial Data;
- 8a) Policy and Protocols dealing with Topics of Interest (Verbal) - Trustee Tanuan; and

- 8b) Employment Equity Diversity Workshops (Respect, Equity, Diversity and Inclusion [REDI]) to Promote a Positive and Supportive Environment (Verbal) - Trustee Tanuan

9. **Adjournment**

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

Results of the Vote taken, as follows:

In Favour

Opposed

Trustee Crawford
Trustee Kennedy
M. Largo
A. Parsons
H. Suite
A. Santiago
Trustee Rizzo
Trustee Tanuan

The Motion was declared

CARRIED

Trustee de Domenico, Eunice Rodrigues and Alissa Welsh-Knight did not vote/respond.

SECRETARY

CHAIR

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**MINUTES OF THE REGULAR MEETING OF THE
GOVERNANCE AND POLICY COMMITTEE
PUBLIC SESSION**

HELD TUESDAY, FEBRUARY 7, 2023

PRESENT:

Trustees:

A. Kennedy, Chair
G. Tanuan, Vice-Chair
N. Crawford
I. Li Preti
M. Rizzo - Virtual

Non-Voting Trustee:

K. Morrison - Virtual

Staff:

A. Ceddia
C. Fernandes
P. Aguiar
M. Caccamo
M. Farrell

S. Harris, Recording Secretary

S. Hinds-Barnett, Assistant Recording Secretary

External Guest:

A. Robertson, Parliamentarian

4. Roll Call and Apologies

Trustees D'Amico and de Domenico were absent.

5. Approval of the Agenda

MOVED by Trustee Li Preti, seconded by Trustee Tanuan, that the Agenda, as amended to include Inquiries: Items 15a) and 15b) From Trustees Li Preti and Rizzo respectively regarding Before and After School Programs Policy, be approved.

The Motion was declared

CARRIED

6. Declarations of Interest

There were none.

7. Approval and Signing of the Minutes

MOVED by Trustee Tanuan, seconded by Trustee Crawford, that the Minutes of the Meeting held January 10, 2023 be approved.

The Motion was declared

CARRIED

13. Staff Reports

MOVED by Trustee Crawford that Item 13a) be adopted as follows:

- 13a) Bullying Prevention and Intervention Policy S.S.11 Update Due To Revisions To P.P.M. 144 and Governance and Policy Recommendations** that the Governance and Policy Committee recommend to Board that the revised Bullying Prevention and Intervention Policy SS.11 provided in Report Appendix A, and the accompanying Procedural Guidelines found in Report Appendix B, be approved.

There was no seconder.

MOVED by Trustee Tanuan, seconded by Trustee Rizzo, that the revised Bullying Prevention and Intervention Policy SS.11 provided in Report Appendix A, and the accompanying Procedural Guidelines found in Report Appendix B be sent out for consultation with Parent groups such as Catholic Parent Involvement Committee (CPIC), Special Education Advisory Committee (SEAC), Ontario Association of Parents in Catholic Education (OAPCE) and Catholic School Parent Councils (CSPCs).

Results of the Vote taken, as follows:

In Favour

Trustees Kennedy
Li Preti
Rizzo
Tanuan

Opposed

Crawford

The Motion was declared

CARRIED

MOVED by Trustee Li Preti, seconded by Trustee Tanuan, that Item 13b) be adopted as follows:

- 13b) Program Advertising for Secondary Schools And Continuing Education S.20** that the Governance and Policy Committee recommend to Board that the Program Advertising for Secondary Schools And Continuing Education S.20 Policy, found in “Report Appendix A”, be rescinded.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Li Preti
Tanuan

The Motion was declared

CARRIED

Trustee Rizzo did not vote/respond.

MOVED by Trustee Tanuan, seconded by Trustee Crawford, that Item 13c) be adopted as follows:

- 13c) Policy B.R.06 Use of School Facilities in Emergency Situations** that the Governance and Policy Committee recommend to Board that Policy B.R.06 Use of School Facilities in Emergency Situations provided in Report Appendix A, be rescinded.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Li Preti
Tanuan

The Motion was declared

CARRIED

Trustee Rizzo did not vote/respond.

15. Inquiries and Miscellaneous

MOVED by Trustee Crawford, seconded by Trustee Tanuan, that Item 15a) be adopted as follows:

15a) From Trustee Li Preti regarding Before and After School Programs Policy received.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Li Preti
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Rizzo, seconded by Trustee Crawford, that Item 15b) be adopted as follows:

- 15b) From Trustee Rizzo regarding Before and After School Programs Policy** received and referred to Staff for consideration of what is implied in the current Early Learning and Child Care Programs Policy B.R.02 as it relates to Before and After School Programs in Kindergarten to Grade 6.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Li Preti
Rizzo
Tanuan

The Motion was declared

CARRIED

Trustee Rizzo left the virtual room at 8:03 pm.

16. Updating of Pending List

MOVED by Trustee Tanuan, seconded by Trustee Li Preti, that Item 16a) be adopted as follows:

- 16a) Monthly Pending List** received.

Trustee Rizzo returned to the virtual room at 8:05 pm.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Li Preti
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Li Preti, seconded by Trustee Tanuan, that Item 16b) be adopted as follows:

16b) Annual Policy Priority Schedule received.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Li Preti
Rizzo
Tanuan

The Motion was declared

CARRIED

17. Adjournment

MOVED by Trustee Crawford, seconded by Trustee Rizzo, that the meeting be adjourned.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Li Preti
Rizzo
Tanuan

The Motion was declared

CARRIED

SECRETARY

CHAIR

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MINUTES OF THE REGULAR MEETING OF THE SPECIAL EDUCATION ADVISORY COMMITTEE PUBLIC SESSION

HELD WEDNESDAY, FEBRUARY 8, 2023

PRESENT:

Trustees:

F. D'Amico – In person and Virtual
A. Kennedy
M. Rizzo

External Members:

G. Wedge, Chair
G. Feldman, Vice-Chair
M. Battaglia
R. De Belchior
L. Mason - Virtual
T. Munro
D. Nightingale
M. Pugh - Virtual

Staff:

A. Della Mora
R. Putnam
C. Fernandes
M. Meehan
V. Cocco
B. Doan
M. Gendron
M. Hanlon
P. Klim-Conforti
D. Reid
P. Stachiw
S. Vlahos

S. Hinds-Barnett, Acting Recording Secretary

External Guest: Alasdair Robertson (Parliamentarian)

3. Roll Call and Apologies

Apology was extended on behalf of Lori Mastrogiuseppe.

4. Approval of the Agenda

MOVED by Geoffrey Feldman, seconded by Deborah Nightingale, that the Agenda, as amended to include the Addendum, be approved.

MOVED in AMENDMENT by Deborah Nightingale, seconded by Trustee Rizzo, that questions regarding the Ministry of Education Special Education in Ontario – Provincial Parent Associations Advisory Committee (PAAC) on Special Education Advisory Committee (SEAC), November 28, 2022 and Items 16a), 16b), and 16c) be deferred to the March 8, 2023 SEAC meeting, and that the following items be added to the Agenda:

9a) Notice of Motion from Trustee Rizzo regarding Closing the Equity Gap in Before and After School Programs for Students with Special Needs.

Inquiries from Trustee Rizzo regarding:

18a) Strategies to Retain Full-time Psychologists;

18b) Removing Staff from Multiple Exceptionalities/Developmentally Delayed (MEDD) classes to provide for Classroom Support to a Child with Two Percent (2%) Vision;

18c) Before and After School Programs for Special Needs Students;

Inquiries from Geoffrey Feldman regarding:

18d) How the Toronto Catholic District School Board (TCDSB) deals with Students with Low and Blind Vision;

18e) Measuring Inclusive Education;

Inquiries from Richelle de Belchior regarding:

18f) Skills and requirements for an Early Childhood Educator;

18g) Teachers' coping skills with children in Junior Kindergarten and Senior Kindergarten classes who may be suspected of Attention Deficit Hyperactivity Disorder (ADHD) but not yet identified in terms of the following: That not every child learns while sitting still and that students learn when success is defined just for them;

18h) What is being done to support teachers who need extra time to support children with ADHD;

18i) What kind of training is provided to teachers with respect to inattentive ADHD;

18j) Whether or not the Board encourages input from Junior Kindergarten teachers who state that certain children in their class need extra attention or help due to possible ADHD or Autism;

18k) What is being done to provide help to Junior Kindergarten teachers who feel certain kids need extra attention due to hyperactivity behaviors;

18l) Whether or not parents of Junior Kindergarten and Senior Kindergarten kids have reported observations such as a change in their child's behavior due only to seeing behaviours from their own families as a result of the COVID 19 self-isolation requirement and now observing a new repertoire of behaviors from other children;

18m) What supports the TCDSB provide to parents who have to deal with changes in their child's behavior;

18n) The plans in place by the TCDSB to measure children in Junior kindergarten and Senior kindergarten's social and learning behavior as they progress to Grade One; and

18o) How much funding is being used to prepare the teachers in Grade One with kids coming in from Junior Kindergarten and Senior Kindergarten who only experienced the COVID pandemic.

On the Vote being taken, the AMENDMENT was declared

CARRIED

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

CARRIED

5. **Declarations of Interest**

There were none.

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

MOVED by Trustee Rizzo, seconded by Geoffrey Feldman, that the Minutes of the Meeting held January 18, 2023 be approved with the following amendments:

1) Item 18b) – Revise to read: *From Trustee Rizzo regarding Strategies to Retain Full-time Psychologists; and*

2) Item 18c) – Revise to read: *From Trustee Rizzo regarding Supports in the Classroom for a Child with Low Vision and Supporting a Child from Multiple Exceptionalities/ Developmentally Delayed (M.E.D.D) Classes.*

On the Vote being taken, the Motion was declared

CARRIED

8. **Presentations**

MOVED by Deborah Nightingale, seconded by Geoffrey Feldman, that Item 8a) be adopted as follows:

8a) Toronto Catholic District School Board's Community Engagement Policy - S. Vlahos, Chief of Communications and Government Relations

The Chair declared a five- minute recess due to technical difficulties.

The Meeting resumed with George Wedge in the Chair. Attendance remained unchanged.

8a) Toronto Catholic District School Board's Community Engagement Policy - S. Vlahos, Chief of Communications and Government Relations (continued)
received.

Trustees Rizzo and Kennedy left the horseshoe at 8:12 p.m. and returned at 8:29 p.m.

On the Vote being taken, the Motion was declared

CARRIED

MOVED by Trustee Rizzo, seconded by Geoffrey Feldman, that Item 8b) be adopted as follows:

8b) Annual Chief Financial Officer Overview - R. Putnam, Chief Financial Officer and Treasurer received.

Trustee Kennedy left the horseshoe at 9:19 p.m. and returned at 9:21 p.m.

On the Vote being taken, the Motion was declared

CARRIED

The Chair declared a five-minute recess.

PRESENT (Following Recess):

- Trustees:** F. D’Amico - Virtual
A. Kennedy
M. Rizzo
- External Members:** G. Wedge, Chair
G. Feldman, Vice-Chair
R. De Belchior
L. Mason - Virtual
T. Munro
D. Nightingale

The Meeting resumed with George Wedge in the Chair.

9. Notices of Motion

MOVED by Trustee Rizzo, seconded by Deborah Nightingale, that Item 9a) be adopted as follows:

- 9a) From Trustee Rizzo regarding Closing the Equity Gap in Before and After School Programs for Students with Special Needs** that this item be considered at the March 8, 2023 SEAC Meeting

It is vital to elevate equity, diversity, and inclusion for students with special needs in Before and After School programming;

WHEREAS: Before and After School programs focus on recreational, child development and youth development;

WHEREAS: The success of students in more inclusive settings depends on meeting both their academic and social and emotional needs;

WHEREAS: Critical engagement around equity, diversity, and inclusion on the need for Before and After School programs for students with special needs is required;

WHEREAS: School boards must offer Before and After School programs for children four to 12 years old where there is sufficient demand from parents and families;

WHEREAS: There is very little information on the criteria and definition of “sufficient demand” or how the information is ascertained;

WHEREAS: Surveys are only sent to kindergarten registrants on an annual basis and not all families are surveyed;

WHEREAS: The TCDSB website reads: The TCDSB uses data collected from annual surveys at the time of Kindergarten Registration as well as local information to assess demand and viability of programs;

WHEREAS: Before and After School programs may not be equipped or willing to include children with special needs in programs;

WHEREAS: Students with special needs should have access to Before and After School programs that take place in school communities; and

WHEREAS: School boards must encourage reasonable accommodations to the highest degree possible.

THEREFORE BE IT RESOLVED THAT: SEAC recommend to Board the following:

- 1) To develop and implement an inclusive policy on Before and After School programs that is equitable for all students;
- 2) To survey families of children aged 4 to 12 regarding need for Before and After School programs for special need students to ascertain need for Before and After School programs;
- 3) To promote and level access and opportunities to students with special needs to address the gap in Before and After School programs; and
- 4) To collect a comprehensive resource list of community and government agencies that provide accessible recreational enrichment programs outside of the school day.

13. Consent and Review

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

- 11b) Report from the Informal Working Group to (TCDSB Special Education Advisory Committee (SEAC) – Tyler Munro;
- 11c) Education Quality Accountability Office (EQAO) 2021-2022 - M. Meehan, Superintendent of Special Services and B. Doan, Chief of Educational Research – Deborah Nightingale;
- 12a) Special Services Superintendent Update – February 2023 – Trustee Kennedy;
- 12b) Mental Health and Well-Being Annual Report 2021-2022 – Trustee Kennedy;
- 13a) Consideration of Motion from Richelle de Belchior, Community Representative regarding Details of Professional Development Workshops – Tyler Munro

Inquiries from Trustee Rizzo regarding:

- 18a) Strategies to Retain Full-time Psychologists – Trustee Rizzo;
- 18b) Removing Staff from Multiple Exceptionalities/Developmentally Delayed (MEDD) classes to provide for Classroom Support to a Child with Two Percent (2%) Vision – Trustee Rizzo;
- 18c) Before and After School Programs for Special Needs Students – Trustee Rizzo

Inquiries from Geoffrey Feldman regarding:

- 18d) How the TCDSB deals with Students with Low and Blind Vision – Trustee Rizzo;
- 18e) Measuring Inclusive Education – Trustee Rizzo;

Inquiries from Richelle de Belchior regarding:

- 18f) Skills and requirements for an Early Childhood Educator – Trustee Rizzo;
- 18g) Teachers' coping skills with children in Junior Kindergarten and Senior Kindergarten classes who may be suspected of Attention Deficit Hyperactivity Disorder (ADHD)

but not yet identified in terms of the following: That not every child learns while sitting still and that students learn when success is defined just for them – Trustee Rizzo;

- 18h) What is being done to support teachers who need extra time to support children with ADHD – Trustee Rizzo;
- 18i) What kind of training is provided to teachers with respect to inattentive ADHD – Trustee Rizzo;
- 18j) Whether or not the Board encourages input from Junior Kindergarten teachers who state that certain children in their class need extra attention or help due to possible ADHD or Autism – Trustee Rizzo;
- 18k) What is being done to provide help to Junior Kindergarten teachers who feel certain kids need extra attention due to hyperactivity behaviors – Trustee Rizzo;
- 18l) Whether or not parents of Junior Kindergarten and Senior Kindergarten kids have reported observations such as a change in their child's behavior due only to seeing behaviours from their own families as a result of the COVID 19 self-isolation requirement and now observing a new repertoire of behaviors from other children – Trustee Rizzo;
- 18m) What supports the TCDSB provide to parents who have to deal with changes in their child's behavior – Trustee Rizzo;
- 18n) The plans in place by the TCDSB to measure children in Junior kindergarten and Senior kindergarten's social and learning behavior as they progress to Grade One – Trustee Rizzo; and
- 18o) How much funding is being used to prepare the teachers in Grade One with kids coming in from Junior Kindergarten and Senior Kindergarten who only experienced the COVID pandemic – Trustee Rizzo.

MOVED by Trustee Kennedy, seconded by Trustee Rizzo, that the Items not held be received.

On the Vote being taken, the Motion was declared

CARRIED

ITEMS NOT HELD AS CAPTURED IN ABOVE MOTION

- 11a) Special Education Advisory Committee Annual Calendar (Draft) as of February 8, 2023; and
- 17a) Ontario Disability Coalition Report – February 2023

MOVED by Tyler Munro, seconded by Trustee Kennedy, that Item 11b) be adopted as follows:

- 11b) Report from the Informal Working Group to Toronto Catholic District School Board Special Education Advisory Committee (SEAC)** received and referred to Staff.

MOVED in AMENDMENT by Deborah Nightingale, seconded by Trustee Rizzo, that all the recommendations be received and referred to Staff with the exception of the following:

5.b. iv - *Although not required, there is no statement to include support of Catholic Values, Pontifical statements, the Board's mission statement and relevant scientific pedagogical research regarding educating special needs students; and*

5.c.vi - *The compliance statement should be expanded to reflect support of Catholic Values, Pontifical statements, the Board's mission statement and relevant scientific and pedagogical research regarding educating special needs students.*

On the Vote being taken, the AMENDMENT was declared

FAILED

On the Vote being taken, the Main Motion was declared

CARRIED

MOVED by Trustee Rizzo that the Meeting extends to 11:30 p.m. There was no Second.

MOVED by Geoffrey Feldman, seconded by Tyler Munro, that all items not discussed be deferred to the March 8, 2023 SEAC Meeting.

On the Vote being taken, the Motion was declared

CARRIED

ITEMS AS CAPTURED IN ABOVE MOTION

- 11c) Education Quality Accountability Office (EQAO) 2021-2022 - M. Meehan, Superintendent of Special Services and B. Doan, Chief of Educational Research;
- 12a) Special Services Superintendent Update – February 2023;
- 12b) Mental Health and Well-Being Annual Report 2021-2022;
- 13a) Consideration of Motion from Richelle de Belchior, Community Representative regarding Details of Professional Development Workshops;

Inquiries from Trustee Rizzo regarding:

- 18a) Strategies to Retain Full-time Psychologists;
- 18b) Removing Staff from Multiple Exceptionalities/Developmentally Delayed (MEDD) classes to provide for Classroom Support to a Child with Two Percent (2%) Vision;

- 18c) Before and After School Programs for Special Needs Students;

Inquiries from Geoffrey Feldman regarding:

- 18d) How the TCDSB deals with Students with Low and Blind Vision;
- 18e) Measuring Inclusive Education;

Inquiries from Richelle de Belchior regarding:

- 18f) Skills and requirements for an Early Childhood Educator;
- 18g) Teachers' coping skills with children in Junior Kindergarten and Senior Kindergarten classes who may be suspected of Attention Deficit Hyperactivity Disorder (ADHD) but not yet identified in terms of the following: That not every child learns while sitting still and that students learn when success is defined just for them;
- 18h) What is being done to support teachers who need extra time to support children with ADHD;
- 18i) What kind of training is provided to teachers with respect to inattentive ADHD;
- 18j) Whether or not the Board encourages input from Junior Kindergarten teachers who state that certain children in their class need extra attention or help due to possible ADHD or Autism;
- 18k) What is being done to provide help to Junior Kindergarten teachers who feel certain kids need extra attention due to hyperactivity behaviors;
- 18l) Whether or not parents of Junior Kindergarten and Senior Kindergarten kids have reported observations such as a change in their child's behavior due only to seeing behaviours from their own families as a result of the COVID 19 self-isolation requirement and now observing a new repertoire of behaviors from other children;
- 18m) What supports the TCDSB provide to parents who have to deal with changes in their child's behavior;
- 18n) The plans in place by the TCDSB to measure children in Junior kindergarten and Senior kindergarten's social and learning behavior as they progress to Grade One; and

- 18o) How much funding is being used to prepare the teachers in Grade One with kids coming in from Junior Kindergarten and Senior Kindergarten who only experienced the COVID pandemic.

20. Adjournment

MOVED by Geoffrey Feldman, seconded by Tyler Munro, that the meeting be adjourned.

On the Vote being taken, the Motion was declared

CARRIED

SECRETARY

CHAIR



J. Paul Dubé, Ombudsman

BY EMAIL

March 10, 2023

Board of Trustees
c/o Nancy Crawford, Chair
Toronto Catholic District School Board
80 Sheppard Ave East
Toronto, ON M2N 6E8

Dear Members of the Board of Trustees,

Re: Closed meeting complaint

My Office received a complaint regarding a closed meeting held by the Board of Trustees (the “Board”) for the Toronto Catholic District School Board on October 27, 2022. The complaint alleged that the Board’s closed meeting agenda was not made public and that the open meeting agenda did not list the items that were discussed in closed session. The complaint also alleged that the Board did not provide sufficient information about the subject matter of its October 27, 2022 closed session discussions when it reported back in open session.

I am writing to share the outcome of my review of this complaint. For the reasons set out below, my Office has determined that the Board’s October 27, 2022 meeting agendas met the requirements set out in the *Education Act*¹. In addition, my review has determined that the Board complied with the Toronto Catholic District School Board’s Operating By-Law Number 175 (the “Operating By-Law”) and my Office’s best practices when it reported back to the public following its closed session discussions on October 27, 2022.

¹ R.S.O. 1990, c. E.2.

483 Bay Street, 10th Floor, South Tower / 483, rue Bay, 10^e étage, Tour sud
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Ombudsman's role and authority

The Ombudsman is an independent and impartial Officer of the Ontario Legislature. Since September 1, 2015, the Ontario Ombudsman has the authority to carry out impartial and independent reviews and investigations of complaints concerning the administrative conduct of school boards. In addition, my Office is the closed meeting investigator for more than half of Ontario's 444 municipalities. As the province's default closed meeting investigator, my Office is responsible for determining whether a municipality has complied with the open meeting requirements outlined in the *Municipal Act, 2001*.

My Office has investigated hundreds of closed meetings since 2008. To assist municipal councils, staff, and the public, we have developed an online digest of closed meeting cases. This searchable repository was created to provide easy access to the Ombudsman's decisions on, and interpretations of, the open meeting rules. While the open meeting requirements in the *Municipal Act* differ from those in the *Education Act*, school boards can consult the digest to inform their discussions and decisions on whether certain matters can or should be discussed in closed session, as well as issues related to open meeting procedures. Summaries of the Ombudsman's previous decisions can be found in the digest: www.ombudsman.on.ca/digest.

Review

My Office reviewed the open and closed meeting materials, including the meeting minutes, agendas, and reports, and watched relevant portions of the video recording of the open meeting. We also reviewed relevant sections of the Toronto Catholic District School Board's Operating By-Law and spoke with the Toronto Catholic District School Board's Recording Secretary and the Executive General Counsel/Head of Legal Services.

October 27, 2022 meeting

The Board of Trustees held a meeting on October 27, 2022. Consistent with its typical practice, the Board first met in closed session at 6:00 p.m. At 7:00 p.m., the Board resolved to move into open session and began its public meeting as scheduled. After discussing various matters, the Board subsequently returned to closed session, and then returned to open session.

My review found that during the first closed session, the Board reviewed a report pertaining to a property matter. My review indicates that during the second closed session, the Board considered a report pertaining to a labour relations matter, received a personnel update from the Director of Education, and discussed inquiries and other issues.

Following the closed sessions, the Board provided the following public reports regarding its closed session discussions:

Office of the Ombudsman of Ontario | Bureau de l'Ombudsman de l'Ontario
483 Bay Street / 483, rue Bay
Toronto ON, M5G 2C9
Tel./Tél. : 416-586-3300 / 1- 800-263-1830 - Complaints Line | Ligne des plaintes
Facsimile/Télécopieur : 416-586-3485 TTY/ATS: 1-866-411-4211
www.ombudsman.on.ca

Reports from Private Session

MOVED by Trustee Li Preti, seconded by Trustee de Domenico, that the following report from Trustee Tanuan, be received.

In PRIVATE Session – dealt with a property matter and passed a motion to resolve back after PUBLIC Session.

Reports from Private Session

MOVED by Trustee Crawford, seconded by Trustee Martino, that the following report from Trustee Tanuan be received.

In PRIVATE Session – discussed labour matters, received a personnel update from the Director and discussed Inquiries.

The Board then considered various other matters in open session and adjourned the meeting.

Analysis

Under the *Education Act*, all meetings of a board of trustees must be open to the public, subject to prescribed exceptions.² Subsection 207(2) of the Act allows for meetings of a committee of a board, including a committee of the whole board, to be closed under certain exceptions.

Article 4.16 of the the Toronto Catholic District School Board's Operating By-Law similarly states that meetings of the Board of Trustees and committees of the Board of Trustees may be closed to the public when the subject matter under consideration involves any of the exceptions outlined at subsection 207(2) of the *Education Act*. Article 1.2 of the Operating By-Law also states that "[f]or the purposes of this By-Law references in the Act to a committee of the whole board shall be deemed to be references to the Board of Trustees."

Agenda

The complaint alleged that the Board's closed meeting agenda was not made public and that the open meeting agenda did not list the items that were discussed in closed session. However, the *Education Act* does not require that boards publicize their closed meeting agendas, nor does it require that boards list the topics of discussion for closed sessions in their open meeting agendas.

Under subsections 218.4(c) and (d) of the *Education Act*, the Chair of the Board of Trustees is

² s. 207.

responsible for establishing agendas for board meetings in consultation with the Director of Education, and is to ensure that trustees have the information needed for informed discussion of agenda items. The *Education Act* does not otherwise prescribe minimum requirements for meeting agendas. My Office's review indicates that the Board did prepare open and closed meeting agendas with attachments the October 27, 2022 meeting.

Report back

The complaint alleged that the Board did not provide sufficient information about the subject matter of its October 27, 2022 closed session discussions when it reported back in open session.

Although there is no requirement under the *Education Act* for boards of trustees to report back in public after the conclusion of a closed meeting, my Office has recommended this practice in the municipal context to increase transparency of the municipal closed meeting process.³ A report back may consist of a general discussion in open session of subjects considered in closed session, together with information about any decisions, resolutions, and directions given to staff.⁴ In other cases, the nature of the discussion might allow for considerable information about the closed session to be provided publicly.⁵ Reporting back after each closed session provides meaningful information to the public about the issues discussed *in camera* and inspires confidence that the meeting has been properly closed.⁶

The Operating By-Law does not prescribe a minimum level of detail to be included in a report back in open session about closed session discussions.

In this case, my review indicates that the Board reported back in the public session that it discussed a property matter in the first closed session. Following the second closed session, the Board reported back publicly that it discussed labour matters, received a personnel update from the Director, and discussed inquiries *in camera*. These subsequent reports provided the public with information about the nature of the Board's discussions in the two closed sessions. I commend the Board for adopting this best practice and encourage it to continue providing, as appropriate, information to the public about the outcome of its closed session discussions.

Conclusion

My review has determined that the Board of Trustees for the Toronto Catholic District School

³ *Loyalist (Township) (Re)*, 2020 ONOMBUD 4 at para 26, online: <<https://canlii.ca/t/j9ksh>>.

⁴ *Ibid* at para 27 and *Amherstburg (Town of) (Re)*, 2022 ONOMBUD 11 at para 70 [*Amherstburg*], online: <<https://canlii.ca/t/jr5rc>>.

⁵ *Ibid*.

⁶ *Amherstburg*, *supra* note 4 at para 71.

Board met the meeting agenda requirements outlined at subsections 218.4(c) and (d) of the *Education Act* at its October 27, 2022 meeting. In addition, my review has determined that the Board complied with the Toronto Catholic District School Board's Operating By-law and my Office's best practices for reporting back when it provided the public with information about the subject matter of its closed session discussions on October 27, 2022.

I would like to thank the Board for its co-operation during my review. The Toronto Catholic District School Board's Executive General Counsel/Head of Legal Services has confirmed that this letter will be included as correspondence at an upcoming board meeting.

Sincerely,



Paul Dubé
Ombudsman of Ontario

Cc: Brendan Browne, Director of Education, Toronto Catholic District School Board
Antonella Ceddia, Executive General Counsel/Head of Legal Services, Toronto Catholic District School Board
Sophia Harris, Recording Secretary, Toronto Catholic District School Board

MASTER PENDING LIST AND ROLLING CALENDAR TO MARCH 23, 2023

| # | Date Requested & Committee/ Board | Report Due Date | Destination of Report Committee/ Board | Subject | Delegated To |
|----|-----------------------------------|-----------------|--|---|--|
| 1. | March-2022 Corporate Services | TBC | Regular Board | Received; and That the Board of Trustees provide Delegated authority to the Director of Education and either the Chair or Vice Chair of the Board for the spending of tutoring funds with a summative report to be provided at the conclusion of the initiative. (Delegated Authority – Tutoring Funds) | Director of Education & Associate Director of Academic Affairs and Chief Operating Officer & Chief Financial Officer & Treasurer |
| 2. | June-2022 Regular Board | TBC | Regular Board | THEREFORE BE IT RESOLVED THAT: Staff review programming, enrolment, boundaries in order to address the concerns at St Jerome as well as a system review and report back within one year. (Consideration of Motion from Trustee Rizzo regarding St Jerome French Immersion and Enrolment Pressures). | Associate Director of Academic Affairs and Chief Operating Officer |
| 3. | December -2022 Regular Board | 2027 | Student Achievement | That an international Languages report be presented in public session at the Student Achievement and Well-Being Committee or appropriate Committee or Board every 5 years (From the Governance and Policy Committee: International Languages (Elementary) Report S.P.05) | Associate Director of Academic Affairs and Chief Operating Officer |

| # | Date Requested & Committee/ Board | Report Due Date | Destination of Report Committee/ Board | Subject | Delegated To |
|----|---------------------------------------|-----------------|--|--|--|
| 4. | January – 2023 Student Achievement | TBC | Student Achievement | That the Assessment of All Board Owned and Operated Buildings be submitted to the Board upon completion; and That Staff bring a report to Board on the number of people who have received accessibility awareness sensitivity training and the goal to promote it in the system (Annual Report on the Accessibility Standards Policy (A.36)) | Associate Director of Academic Affairs and Chief Operating Officer |
| 5. | March 2023 Student Achievement | TBC | Student Achievement | Received; and That this item be referred to Staff for a report to outline a process whereby we could strike an Ad hoc Committee for the purpose of advocacy to all levels of government for Universal nutrition programs (The Angel Foundation for Learning Annual Report 2021-2022 - John Yan, Executive Director) | Director of Education |

2023 CALENDAR OF ANNUAL REPORTS & POLICY METRICS

A = Annual Report

P = Policy Metric Report

Q = Quarterly Report

| # | Due Date | Committee/Board | Subject | Responsibility of |
|----|---------------|--------------------|--|---------------------------------------|
| 1 | January (A) | Corporate Services | Annual Chief Financial Officer Overview | Chief Financial Officer and Treasurer |
| 2 | February (A) | Corporate Services | Multi-Year Financial Forecast | Chief Financial Officer and Treasurer |
| 3 | March (A) | Corporate Services | Budget Framework and Consultation Plan | Chief Financial Officer and Treasurer |
| 4 | March (A) | Corporate Services | Consensus Student Enrolment Projections | Associate Director Corporate Services |
| 5 | March (A/P) | Corporate Services | Transportation Annual Report and S.T.01 Transportation Policy Metric | Associate Director Corporate Services |
| 6 | March (P) | Corporate Services | A.18 Development Proposals, Amendments, Official Plans and By-Laws Policy Metric | Associate Director Corporate Services |
| 7 | April (A) | Corporate Services | Ministry Funding Overview | Chief Financial Officer and Treasurer |
| 8 | April (Q) | Corporate Services | Mid-Year Budget Status Report | Chief Financial Officer and Treasurer |
| 9 | May (A) | Corporate Services | Preliminary Budget Estimates | Chief Financial Officer and Treasurer |
| 10 | June (P) | Corporate Services | B.R.01 Rental of Surplus School Space and Properties Policy Metric | Associate Director Corporate Services |
| 11 | June (A) | Corporate Services | Recommended Budget Estimates | Chief Financial Officer and Treasurer |
| 12 | June (A) | Corporate Services | Delegated Authority Report | Chief Financial Officer and Treasurer |
| 13 | September (A) | Corporate Services | Delegated Authority Update Report | Chief Financial Officer and Treasurer |
| 14 | September (A) | Corporate Services | Annual Procurement Plan | Chief Financial Officer and Treasurer |

2023 CALENDAR OF ANNUAL REPORTS & POLICY METRICS

| | | | | |
|----|---------------|--------------------|--|---|
| 15 | September (A) | Corporate Services | Capital Program Update | Associate Director Corporate Services |
| 16 | October (Q) | Corporate Services | Budget Update: Enrolment and Staffing | Chief Financial Officer and Treasurer |
| 17 | October (A) | Corporate Services | Trustee Honorarium Report | Chief Financial Officer and Treasurer |
| 18 | October (A) | Corporate Services | Capital Renewal Program Report | Associate Director Corporate Services |
| 19 | November (A) | Corporate Services | Audited Financial Statements | Chief Financial Officer and Treasurer |
| 20 | November (P) | Corporate Services | Enrolment Report and S.A.01 Admission and Placement Policy Metric | Associate Director Corporate Services |
| 21 | December (A) | Corporate Services | Revised Budget Estimates | Chief Financial Officer and Treasurer |
| 22 | December (A) | Corporate Services | Annual Legal Fees Report | Chief Financial Officer and Treasurer |
| 23 | December (A) | Corporate Services | Annual Investment Report | Chief Financial Officer and Treasurer |
| 24 | December (A) | Corporate Services | Annual Audit Committee Report | Chief Financial Officer and Treasurer |
| 25 | February (A) | Regular Board | School Year Calendar | Associate Director Academic Services |
| 26 | March (A) | Regular Board | Preliminary Staffing Projections Report | AD Academic Services and CFO/Treasurer |
| 27 | September (P) | Regular Board | A.06 Advocacy Policy Metric | Chief Financial Officer and Treasurer |
| 28 | October (P) | Regular Board | H.M.33 Acceptance of Hospitality or Gifts Policy Metric | Chief Financial Officer and Treasurer |
| 29 | November (A) | Regular Board | Ongoing Exit and Entry Student Survey | Associate Director Corporate Services |
| 30 | November (A) | Regular Board | Annual Calendar of Meetings | Director of Education |

2023 CALENDAR OF ANNUAL REPORTS & POLICY METRICS

| | | | | |
|-----------|---------------|---------------------|--|---|
| 31 | November (A) | Regular Board | Multi-Year Strategic Plan Annual Report | Director of Education |
| 32 | December (A) | Regular Board | Director's Annual Report | Director of Education |
| 33 | January (A) | Student Achievement | Equity Action Plan Annual Report | Director of Education |
| 34 | January (A) | Student Achievement | Annual Mental Health and Wellbeing Report | Associate Director Academic Services |
| 35 | January (P) | Student Achievement | A.36 Accessibility Standards Policy Metric | Associate Director Academic Services |
| 36 | February (P) | Student Achievement | S. 19 External Research Policy Metric | Associate Director Academic Services |
| 37 | March (A) | Student Achievement | The Angel Foundation for Learning Annual Report and Presentation | Associate Director Academic Services |
| 38 | April (A) | Student Achievement | Annual EPAN Schools Allocations | AD Academic Services and CFO/Treasurer |
| 39 | April (A) | Student Achievement | Non-Resident VISA Student Fees | AD Academic Services and CFO/Treasurer |
| 40 | May (A) | Student Achievement | Ratification of Student Trustee Nominees | Associate Director Academic Services |
| 41 | June (P) | Student Achievement | B.B.04 Smoke & Vapour Free Policy Metric | Associate Director Academic Services |
| 42 | September (P) | Student Achievement | H.M.40 Fair Practice in Hiring and Promotion Policy Metric | Associate Director Academic Services |
| 43 | September (A) | Student Achievement | Community Advisory Committees Report | Associate Director Academic Services |
| 44 | September (P) | Student Achievement | H.M.14 Harassment and Discrimination Policy Metric | Associate Director Academic Services |
| 45 | September (P) | Student Achievement | H.M.19 Conflict Resolution Policy Metric | Associate Director Academic Services |
| 46 | September (P) | Student Achievement | T.07 Community Engagement Policy Metric | Director of Education |

2023 CALENDAR OF ANNUAL REPORTS & POLICY METRICS

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|-----------|-------------------------------|---------------------|---|---|
| 47 | September (P) | Student Achievement | A.37 Communications Policy Metric | Director of Education |
| 48 | October (P) (5 Year Cycle) | Student Achievement | International Languages Program Report (Next Reporting Date of October 2027) | AD Academic Services and CFO/Treasurer |
| 49 | October (A) | Student Achievement | Board Improvement and Equity Plan (BIEP) | Associate Director Academic Services |
| 50 | October (A/P) | Student Achievement | S.22 Religious Accommodation Policy Metric | Associate Director Academic Services |
| 51 | October (A) | Student Achievement | Student Trustees: Voices that Challenge - CSLIT | Associate Director Academic Services |
| 52 | November (A/P) | Student Achievement | Annual Safe Schools Report and S.S.12 Fresh Start Policy Metric | Associate Director Academic Services |
| 53 | November (A) | Student Achievement | Annual EQAO and OSSLT Assessments Report | Associate Director Academic Services |
| 54 | November (A) | Student Achievement | K-12 Professional Development Plan for Student Achievement and Well-Being | Associate Director Academic Services |
| 55 | November (A) | Student Achievement | CPIC Annual Report | Associate Director Academic Services |
| 56 | November (P) | Student Achievement | Elementary Catholic School Leadership Impact Team Policy Metric ECSLIT | Associate Director Academic Services |
| 57 | November (P) | Student Achievement | S.24 Combined (Split) Grade Classes for Elementary Schools Policy Metric | Associate Director Academic Services |
| 58 | December (A/P) | Student Achievement | Accountability Framework for Special Education and S.P.01 Special Education Programs and Services Policy Metric | Associate Director Academic Services |
| 59 | December (P) | Student Achievement | S.10 Catholic School Parent Council Policy Metric | Associate Director Academic Services |
| 60 | December (A) | Student Achievement | Staff CPIC Annual Report | Associate Director Academic Services |