



Kenora Catholic District School Board

We are a Roman Catholic school system dedicated to excellence in education, the Christian formation of youth, and meaningful partnerships with community and family.

Board Meeting Agenda

By order of the Chair, Teresa Gallik, the regular meeting of the Kenora Catholic District School Board will be held **Tuesday, May 17, 2022**, at the Catholic Education Centre and virtually via Microsoft Teams. The meeting will start at 6:30 p.m. **The public meeting will commence at 7:00 p.m.**

AGENDA

1. **OPENING PRAYER**

2. **ROLL CALL**

3. **COMMITTEE OF THE WHOLE**

Recommendation:

THAT the Board resolve into Committee of the Whole and the meeting be closed to the public in accordance with the provisions of Section 207 (2) of the Education Act, R.S.O. 1990, c.E.2.

4. **DECLARATIONS OF PECUNIARY INTEREST**

5. **CONSIDERATION AND APPROVAL OF AGENDA**

Recommendation:

THAT the agenda be approved as presented/amended.

6. **CONFIRMATION OF MINUTES**

Recommendation: (P. 1)

THAT the minutes of the Board Meeting of the Kenora Catholic District School Board of April 19, 2022, be approved as circulated/amended.

7. **BUSINESS ARISING FROM THE MINUTES**

8. **DELEGATIONS AND PRESENTATIONS**

8.1 Building Cultural Connections for First Nation Students – **C. Glazier**

8.2 Introduction of New Student Trustees for 2022 – 2023 – **Student Trustees**

8.3 Student Trustee Report – **Student Trustees**



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Board Meeting Agenda

9. POLICY GOVERNANCE

9.1 Approval of Minutes

Recommendation: (P. 9)

THAT the report of the Policy Governance Committee meeting of May 3, 2022, be approved as circulated.

9.2 Policy

9.2.1 Policy #14 – Hearings Regarding Teacher Termination – P. Eikre (P. 13)

Recommendation:

THAT the Board approve the review of Policy #14 – Hearings Regarding Teacher Termination with no revisions at this time.

9.2.2 Policy #19 – Trustee Honorarium and Expenses – P. Eikre (P. 17)

Recommendation:

THAT the Board approve the creation of Policy #19 – Trustee Honorarium and Expenses from Policy #9 – Board Operations effective immediately.

9.2.3 Policy #20 – Delegations to the Board – P. Eikre (P. 23)

Recommendation:

THAT the Board approve the creation of Policy #20 – Delegations to the Board from Policy #9 – Board Operations effective immediately.

9.2.4 Policy #21 – Community Relations – P. Eikre (P. 26)

Recommendation:

THAT the Board approve the creation of Policy #21 – Community Relations from Policy #9 – Board Operations effective immediately.

9.3 Personnel

9.3.1 Catholic Principal Council of Ontario - Principal of the Year – P. White (P. 28)

9.3.2 Occupational Health & Safety Committee Report for 2021 – 2022 – A. Smith (P. 29)

Recommendation:

THAT the Board accept the 2021 – 2022 Occupational Health and Safety Committee Report as presented.



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Board Meeting Agenda

9.4 Property

9.5 Finance

9.6 Program

9.6.1 Special Education Annual Review – **A. Batters (P. 31)**

Recommendation:

THAT the Board approve the 2022 amendments to the Special Education Plan and forward the amendments to the Ministry of Education.

9.7 Negotiations

9.8 Other

9.8.1 Special Education Advisory Committee Report for April – **A. Sweeney (P. 35)**

9.8.2 OCSTA 92 Annual General Meeting and Conference Report – **T. Gallik**

9.8.3 System Retreat – **N. Kurtz**

9.8.4 2022 Municipal and School Trustee Election – **P. White (P. 56)**

10. COMMITTEE OF THE WHOLE

Recommendation:

THAT the Board accept the report of the Committee of the Whole and all recommendations contained therein.

11. UNFINISHED BUSINESS

12. NEW BUSINESS

13. INFORMATION

14. FUTURE MEETINGS

POLICY GOVERNANCE MEETINGS

May 3, 2022 (Chair: Paul Landry)

June 7, 2022 (Chair: Frank Bastone)

REGULAR BOARD MEETINGS

May 17, 2022

June 21, 2022

CATHOLIC PARENT INVOLVEMENT COMMITTEE



Kenora Catholic District School Board

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Board Meeting Agenda

Wednesday, May 4, 2022 at 11:30 AM

SPECIAL EDUCATION ADVISORY COMMITTEE

Friday, March 25 at 1:30 PM at the Catholic Education Centre via Microsoft Teams

VIRTUAL SCHOOL COUNCIL MEETINGS

St. Louis Living Arts School – Tuesday, April 12 at 6:30 PM

St. John School – Wednesday, April 20, at 6:00 PM

St. Thomas Aquinas High School – Monday, April 19 at 6:30 PM

École Ste-Marguerite Bourgeoys – Tuesday, April 20 at 6:00 PM

Pope John Paul II School – Wednesday, May 25 at 6:00 PM

TRUSTEE TRAVEL / PROFESSIONAL DEVELOPMENT

OCSTA AGM, Conference and Business Seminar – April 21 – 23, 2022 in Ottawa

CCSTA AGM ‘Rejoicing in God’s Creation’ – June 2 – 4, 2022 in Blue Mountain

MINISTRY OF EDUCATION FINANCIAL REPORTING DEADLINES

Dates for Submission of Financial Reports

The ministry has established the following dates for submission of financial reports:

Date	Description
June 30, 2022	School Board Estimates for 2022–23
November 15, 2022	School Board Financial Statements for 2021–22
December 15, 2022	School Board Revised Estimates for 2022–23
May 15, 2023	School Board Financial Report for September 1, 2022 to March 31, 2023

15. ADJOURNMENT

Recommendation:

THAT the meeting adjourn at _____ p.m.



Kenora Catholic District School Board

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¹
REGULAR BOARD MEETING
Meeting Report
April 19, 2022

MEETING DATE:	April 19, 2022
LOCATION OF MEETING:	Catholic Education Center
SUBJECT OF MEETING:	Regular Board Meeting
CHAIR:	Paul White
TRANSCRIBER:	Trina Henley
TIME OF MEETING:	7:00 p.m. – 8:17 p.m.

ATTENDED BY:

	INIT	ATTENDANCE	PERSON	TITLE
1.	AMS	<input checked="" type="checkbox"/>	Antonie-Marie Skead	Student Trustee
2.	AS	<input checked="" type="checkbox"/>	Anne Sweeney	Trustee
3.	AS	<input checked="" type="checkbox"/>	Alison Smith	Superintendent of Business Services
4.	EF	<input checked="" type="checkbox"/>	Elizabeth Favreau	Student Trustee
5.	FB	<input type="checkbox"/>	Frank Bastone	Trustee
6.	JW	<input checked="" type="checkbox"/>	Jeffrey White	Trustee
7.	MF	<input checked="" type="checkbox"/>	Maxwell Froese	Student Trustee
8.	MF	<input checked="" type="checkbox"/>	Mike Favreau	Vice Chair
9.	PL	<input checked="" type="checkbox"/>	Paul Landry	Trustee
10.	PW	<input checked="" type="checkbox"/>	Paul White	Director of Education
11.	TG	<input checked="" type="checkbox"/>	Teresa Gallik	Chair
12.	VB	<input type="checkbox"/>	Vaughn Blab	Trustee

AGENDA

- OPENING PRAYER** – Mariette Martineau opened the meeting with a meaningful prayer bringing everyone into the presence of the Lord.
- ROLL CALL** – Trustees Vaughn Blab and Frank Bastone were noted as absent with regret.



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REGULAR BOARD MEETING
Meeting Report
April 19, 2022

3. COMMITTEE OF THE WHOLE

Motion #028 Moved by Paul Landry
Seconded by Anne Sweeney

Recommendation:

THAT the Board resolve into Committee of the Whole and the meeting be closed to the public in accordance with the provisions of Section 207 (2) of the Education Act, R.S.O. 1990, c.E.2.

Carried.

4. DECLARATIONS OF PECUNIARY INTEREST - NIL

5. CONSIDERATION AND APPROVAL OF AGENDA

Motion #029 Moved by Paul Landry
Seconded by Jeffrey White

Recommendation:

THAT the agenda be approved as presented.

Carried.

6. CONFIRMATION OF MINUTES

Motion #030 Moved by Mike Favreau
Seconded by Anne Sweeney

Recommendation:

THAT the minutes of the Board Meeting of the Kenora Catholic District School Board of March 22, 2022, be approved as circulated.

Carried.

7. BUSINESS ARISING FROM THE MINUTES

8. DELEGATIONS AND PRESENTATIONS

8.1 Mental Health Strategy – **S. Devlin**

Sue Devlin, Mental Health Clinical Supervisor, provided an overview of the Board's Mental Health Strategy which is focused on supporting students throughout the pandemic.

Devlin presented that the focus of the plan is to use resources wisely and effectively and upstream programming for early intervention and prevention, with the aim of providing the right services at the right time and place, where it's needed most and by the right person.



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REGULAR BOARD MEETING
Meeting Report
April 19, 2022

8.2 Early Years Community Project – **M. Buffett**

Marnie Buffett, Early Years Coordinator, presented the Early Years Community Project. The project aims to celebrate the thinking and learning of our community's youngest citizens, bring together community partners and families with a focus on nurturing relationships, growing the community's sense of being stakeholders in the education of youngest learners with a mission of joy.

8.3 Student Trustee Report – **Student Trustees**

Student Trustees Maxwell Froese, Antonie-Marie Skead and Elizabeth Favreau provided a report on the activities and initiatives happening at St. Thomas Aquinas High School during April. Student Trustees reported that midterms just finished, and now everyone is looking forward to the next half of the semester.

Student Trustee elections are happening in April. Nominations opened on April 13, and close on April 22 and elections are being held on April 26. Students are very excited to see who will be joining them at the boardroom table as a Student Trustee.

April was filled with lots of excitement for school sports with NorWOSSA finals.

Students are looking forward to a prom and regular graduation and thanked staff for their hard work in planning these events.

9. **POLICY GOVERNANCE**

9.1 **Approval of Minutes**

Motion #031 Moved by Anne Sweeney
Seconded by Mike Favreau

Recommendation:

THAT the report of the Policy Governance Committee meeting of April 5, 2022, be approved as circulated.

Carried.



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REGULAR BOARD MEETING
Meeting Report
April 19, 2022

9.2 Policy

9.2.1 Policy #2 – Board Job Description – **P. Eikre**

Motion #032 Moved by Paul Landry
Seconded by Jeffrey White

Recommendation:

THAT the Board approve the revisions to Policy #2 Board Job Description effective immediately.

Carried.

9.2.2 Policy #9 – Board Operations – **P. Eikre**

Motion #033 Moved by Mike Favreau
Seconded by Jeffrey White

Recommendation:

THAT the Board approve the revisions to Policy #9 – Board Operations effective immediately.

Carried.

9.2.3 Policy #15 – Pupil Accommodation Review – **P. Eikre**

Motion #034 Moved by Anne Sweeney
Seconded by Paul Landry

Recommendation:

THAT the Board approve the revisions to Policy #15 – Pupil Accommodation Review effective immediately.

Carried.

9.3 Personnel

9.3.1 Director of Education Appointment – **T. Gallik**

Motion #035 Moved by Paul Landry
Seconded by Anne Sweeney

Recommendation:

THAT the Board appoint Nicole Kurtz as the Director of Education and Secretary-Treasurer of the Kenora Catholic District School Board effective September 1, 2022, in accordance with the terms and conditions agreed to by Nicole Kurtz and the Kenora Catholic District School Board.

Carried.



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REGULAR BOARD MEETING
Meeting Report
April 19, 2022

9.3.2 Resignation of Chuck Manson – **F. Bastone**

Motion #036 Moved by Mike Favreau
Seconded by Anne Sweeney

Recommendation:

THAT the Board accept the resignation of Chuck Manson effective March 31, 2022, for the purposes of retirement, with regret.

Carried.

9.3.3 Resignation of Theresa Clarke – **J. White**

Motion #037 Moved by Jeffrey White
Seconded by Mike Favreau

Recommendation:

THAT the Board accept the resignation of Theresa Clarke effective June 24, 2022, for the purposes of retirement, with regret.

Carried.

9.3.4 Resignation of Tracey Bernie – **P. Landry**

Motion #038 Moved by Paul Landry
Seconded by Anne Sweeney

Recommendation:

THAT the Board accept the resignation of Tracey Bernie effective June 24, 2022, for the purposes of retirement, with regret.

Carried.

9.3.5 Resignation of Penny Parameter – **A. Sweeney**

Motion #039 Moved by Anne Sweeney
Seconded by Jeffrey White

Recommendation:

THAT the Board accept the resignation of Penny Parameter effective June 24, 2022, for the purposes of retirement, with regret.

Carried.



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REGULAR BOARD MEETING
Meeting Report
April 19, 2022

9.4 Property

9.5 Finance

9.6 Program

9.7 Negotiations

9.8 Other

9.8.1 2022 Municipal and School Board Elections – **P. White**

Director Paul White provided a presentation on the 2022 Municipal and School Board Elections that are happening on October 24, 2022. Nominations for the office of School Board Trustee opens on May 2 and closes on August 19.

Trustees are elected for a four-year term. The next term of office is November 15, 2022, to November 14, 2026.

Catholic School Board Trustees are members of our school board and play an important role in the overall governance of the School Board. A Trustee's role is to maintain a focus on student achievement, well-being and equity and to participate in making decisions that benefit all students while representing the interests of parents/guardians, students and the communities in which they serve.

9.8.2 Ontario Catholic Student Youth Day – May 4 Virtual Event for Students – **P. White**

Paul White reported that the Ontario Catholic School Trustees' Association is hosting a virtual Ontario Catholic Student Youth Day conference during Catholic Education Week on May 4.

All existing Student Trustees and incoming Student Trustees are encouraged to attend.

9.8.3 Special Education Advisory Committee Report for April – **T. Gallik**

Teresa Gallik provided a report on the March 25 Special Education Advisory Committee Meeting with a presentation from St. John Paul II School. The school presentation was on the Lexia Core5 web-based Reading Program, which provides a systematic and structured approach to six critical areas of reading. It creates personalized learning pathways for all students that align to rigorous standards.



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REGULAR BOARD MEETING
Meeting Report
April 19, 2022

10. COMMITTEE OF THE WHOLE

Motion #040 Moved by Mike Favreau
Seconded by Jeffrey White

Recommendation:

THAT the Board accept the report of the Committee of the Whole and all recommendations contained therein.

Carried.

11. UNFINISHED BUSINESS

12. NEW BUSINESS

13. INFORMATION

14. FUTURE MEETINGS

POLICY GOVERNANCE MEETINGS

May 3, 2022 (Chair: Paul Landry)

June 7, 2022 (Chair: Frank Bastone)

REGULAR BOARD MEETINGS

May 17, 2022

June 21, 2022

CATHOLIC PARENT INVOLVEMENT COMMITTEE

Wednesday, May 4, 2022, at 11:30 AM

Year End School Council and Catholic Parent Involvement Presentation June 7 at 5:00 PM

SPECIAL EDUCATION ADVISORY COMMITTEE

Friday, April 29 at 1:30 PM at the Catholic Education Centre via Microsoft Teams

VIRTUAL SCHOOL COUNCIL MEETINGS

St. Thomas Aquinas High School – Monday, April 19 at 6:30 PM

St. John School – Wednesday, April 20, at 6:00 PM

École Ste-Marguerite Bourgeoys – Tuesday, April 20 at 6:00 PM

St. Louis Living Arts School – Tuesday, May 17 at 6:30 PM

St. John Paul II School – Wednesday, May 25 at 6:00 PM

TRUSTEE TRAVEL / PROFESSIONAL DEVELOPMENT

OCSTA AGM, Conference and Business Seminar – April 21 – 23, 2022 in Ottawa

Catholic Education Week 2022 Province Wide Mass May 4 at 9:00 AM

Live Stream Link: [Livestream - St. Michael's Cathedral Basilica \(stmichaelscathedral.com\)](https://www.stmichaelscathedral.com)

OCSTA Catholic Student Youth Day – Virtual Event for Students – May 4



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REGULAR BOARD MEETING
Meeting Report
April 19, 2022

System Retreat at St. Thomas Aquinas High School - May 7 at 8:30 AM at STAHS
CCSTA AGM 'Rejoicing in God's Creation' – June 2 – 4, 2022 in Blue Mountain

Dates for Submission of Financial Reports

15.

The ministry has established the following dates for submission of financial reports:

Date	Description
June 30, 2022	School Board Estimates for 2022–23
November 15, 2022	School Board Financial Statements for 2021–22
December 15, 2022	School Board Revised Estimates for 2022–23
May 15, 2023	School Board Financial Report for September 1, 2022 to March 31, 2023

15. ADJOURNMENT

Motion #041 Moved by Paul Landry
Seconded by Jeffrey White
Recommendation:
THAT the meeting adjourn at 8:17 p.m.

Carried.



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**Meeting Report
May 3, 2022**

MEETING DATE:	May 3, 2022
LOCATION OF MEETING:	Virtually via Microsoft Teams
SUBJECT OF MEETING:	Policy Governance Committee Meeting
CHAIR:	Jeffrey White
TRANSCRIBER:	Trina Henley
TIME OF MEETING:	6:00 p.m. to 6:36 p.m.

ATTENDED BY:

	INIT	ATTENDANCE	PERSON	TITLE
1.	AS	<input checked="" type="checkbox"/>	Anne Sweeney	Trustee
2.	AS	<input checked="" type="checkbox"/>	Alison Smith	Superintendent of Business Services
3.	DH	<input checked="" type="checkbox"/>	Paul White	Director of Education
4.	FB	<input type="checkbox"/>	Frank Bastone	Trustee
5.	JW	<input checked="" type="checkbox"/>	Jeffrey White	Trustee
6.	MF	<input checked="" type="checkbox"/>	Mike Favreau	Vice Chair
7.	NK	<input checked="" type="checkbox"/>	Nicole Kurtz	Superintendent of Instructional Services
8.	PL	<input checked="" type="checkbox"/>	Paul Landry	Trustee
9.	TG	<input checked="" type="checkbox"/>	Teresa Gallik	Chair
10.	VB	<input checked="" type="checkbox"/>	Vaughn Blab	Trustee

AGENDA

1. **CALL TO ORDER** – Paul Landry called the meeting to order at 6:00 PM.
2. **OPENING PRAYER** – Paul Landry opened the meeting with a meaningful prayer bringing everyone into the presence of the Lord.
3. **ROLL CALL**– Frank Bastone was noted as absent with regret.
4. **DECLARATIONS OF PECUNIARY INTEREST - NIL**
5. **APPROVAL OF AGENDA** – The agenda was approved as presented.
6. **PRESENTATIONS/DELEGATIONS**



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Meeting Report
May 3, 2022

7. PRESENTATIONS AND REPORTS

7.1 **Policy**

7.1.1 Policy #14: Hearings Regarding Teacher Termination – **Phyllis Eikre**

Phyllis Eikre provided a review of Policy #14 – Hearings Regarding Teacher Termination with no changes at this time. The Trustees accepted the review as presented.

7.1.2 Policy #19: Trustee Honorarium and Travel Expenses – **Phyllis Eikre**

Phyllis Eikre provided a review of a new Policy #19 – Trustee Honorarium and Travel Expenses that has been created from Policy #9 – Board Operations. Meal allowances will be updated in Policy #19, when they are updated in the Staff Travel procedure. The Trustees accepted the creation and review of the new procedure as presented.

7.1.3 Policy #20: Delegations to the Board – **Phyllis Eikre**

Phyllis Eikre provided a review of a new Policy #20 – Delegations to the Board that has been created from Policy #9 – Board Operations. The Trustees accepted the creation and review of the new procedure as presented.

7.1.4 Policy #21: Community Relations – **Phyllis Eikre**

Phyllis Eikre provided a review of a new Policy #21 – Community Relations that has been created from Policy #9 – Board Operations. The Trustees accepted the creation and review of the new procedure as presented.

7.2 **Personnel**

7.3 **Property**

7.4 **Finance**

7.5 **Program**

7.6 **Negotiations**

7.7 **Other**

7.7.1 Catholic Education Week – Rebuild, Restore, Renew Together – **P. White**

Paul White provided a review of activities at each school surrounding Catholic Education Week 2022 centered around the theme of rebuild, restore, renew together.

7.7.2 Year End Service Awards & Retirement Celebration - May 26, 2022 – **P. White**

Paul White provided a report of the Year End Service Awards and Retirement Celebration. The Trustees in attendance at the meeting indicated that they would be attending the event. The \$25 fee for the dinner ticket will be covered from the Trustee's budget for all attending Trustees.



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**Meeting Report
May 3, 2022**

8. **UNFINISHED BUSINESS**

9. **CORRESPONDENCE**

10. **NEW BUSINESS**

11. **INFORMATION**

12. **FUTURE MEETINGS**

POLICY GOVERNANCE MEETINGS

Juen 7, 2022 (Chair: Frank Bastone)

REGULAR BOARD MEETINGS

May 17, 2022

June 21, 2022

CATHOLIC PARENT INVOLVEMENT COMMITTEE

Wednesday, May 4, 2022 at 11:30 AM

SPECIAL EDUCATION ADVISORY COMMITTEE

Friday, May 17 at 1:30 PM at the Catholic Education Centre via Microsoft Teams

SCHOOL COUNCIL MEETINGS

St. Thomas Aquinas High School – Monday, May 16 at 6:30 PM

St. Louis Living Arts School – Tuesday, May 17 at 6:30 PM

St. John School – Wednesday, May 18, at 6:00 PM

Pope John Paul II School – Wednesday, May 25 at 6:00 PM

École Ste-Marguerite Bourgeoys – Tuesday, May 31 at 6:00 PM

TRUSTEE TRAVEL / PROFESSIONAL DEVELOPMENT

Catholic Education Week 2022 Province Wide Mass May 4 at 9:00 AM

Live Stream Link: [Livestream - St. Michael's Cathedral Basilica \(stmichaelscathedral.com\)](https://stmichaelscathedral.com)

System Retreat at St. Thomas Aquinas High School - May 7 at 8:30 AM



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**Meeting Report
May 3, 2022**

MINISTRY OF EDUCATION FINANCIAL REPORTING DEADLINE

Dates for Submission of Financial Reports

The ministry has established the following dates for submission of financial reports:

Date	Description
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May 15, 2023	School Board Financial Report for September 1, 2022 to March 31, 2023

- 13. **ADJOURNMENT** – The meeting adjourned at 6:36 PM.

Board Chair

Secretary



KENORA CATHOLIC DISTRICT SCHOOL BOARD

Policy 14: Hearings Regarding Teacher Termination

The Kenora Catholic District School Board recognizes that it is critical to have a well-prepared, qualified and diverse teacher workforce with the knowledge, skills, and attributes needed to ensure that all students reach their full potential.

The Kenora Catholic District School Board acknowledges the need to play a key legislated role in teacher termination should it be necessary. This authority is granted under the Ontario Education Act, the main piece of legislation governing public education in Ontario and sets in law the powers and responsibilities of trustees and other groups.

1. Recommendation of Termination

1.1 Related to Teaching Competence

1.1.1 Where a comprehensive performance appraisal conducted under Part X.2 of the *Education Act* results in an unsatisfactory rating after the teacher has been placed on review status as set out in Sections 277.36 and 277.37 of the *Act*, the principal, in consultation with the Director of Education or designate, shall promptly transmit a recommendation in writing to the board that the teacher's employment with the board should be terminated.

1.1.2 If at any time during the teacher performance appraisal review process the principal and the Director of Education or designate jointly determine that the delay necessitated by conducting the additional mandated performance appraisal during the review process is inconsistent with the protection of the best interests of students, they shall refrain from conducting the appraisal and shall promptly transmit a joint recommendation in writing to the board that the teacher's employment with the board should be terminated.

1.2 Related to Just Cause

The Director of Education may bring a recommendation to the board for teacher termination, if he/she believes that the evidence gathered warrants dismissal of the teacher for just cause.

2. Provision of Information

- 2.1 The recommendation for termination shall be accompanied by the following:
- a) written reasons for the recommendation; and
 - b) a copy of the performance appraisal document and copies of all documents relied on in conducting the performance appraisal referred to in subsection 277.36 (1) and any performance appraisals conducted under subsection 277.36 (3) and subsection (3) of this section.

3. Procedure at Hearings

- 3.1 Notes of the proceedings will be recorded for the purposes of the board's records.
- 3.2 The Director of Education or designate and the teacher or designate shall be given an opportunity to make introductory and closing statements.
- 3.3 If the Director of Education considers it necessary to have witnesses appear on behalf of the recommendation, they shall be called to appear prior to the teacher making any representations.
- 3.4 Trustees shall ask questions of a witness only after the party calling the witness has completed its presentation.
- 3.5 The presentation of the teacher's case shall commence after the Director of Education or designate has presented their evidence.
- 3.6 After the teacher's closing statement, the Director of Education or designate shall have an opportunity to respond to information presented by the teacher or designate.
- 3.7 Board members will have the opportunity to ask questions of clarification from both parties.
- 3.8 No cross-examination of witnesses shall be allowed, unless the board chair deems it advisable.
- 3.9 The board will meet without the respective parties to the appeal in attendance to arrive at a decision regarding the appeal. The recording secretary will remain in attendance. The board may have legal counsel in attendance.

3.10 If the board requires additional information or clarification in order to make its decision, both parties to the appeal will be requested to return to the hearing for the required additional information.

4. Board Decision

- 4.1 The board, upon receiving a recommendation to terminate a teacher's employment under Part X.2 of the *Education Act* shall determine, based on the competencies provided for in the *Education Act*, whether or not the teacher is performing satisfactorily in the position to which he or she was assigned immediately before any action of the Director of Education to suspend or reassign the teacher, pending the board's decision.
- 4.2 The board upon receiving a recommendation to terminate a teacher's employment for just cause shall determine, based on the evidence presented, whether or not the teacher demonstrated behavior warranting removal from the position to which he or she was assigned immediately before any action of the Director of Education to suspend or reassign the teacher, pending the board's decision.
- 4.3 The determination of the board shall be by majority vote of the members of the board present at a meeting of the board at which there is a quorum. In the case of a teacher performance appraisal hearing, the determination must be within 60 days of receiving the recommendation.
- 4.4 When the board determines that the teacher is not performing satisfactorily in the position to which he or she was assigned immediately before any action of the Director of Education, or determines the need to terminate for other reasons, the board shall terminate the teacher's employment with the board.
- 4.5 Where the board does not make the determination described above, the suspension or reassignment, as the case may be, shall cease and except where the teacher and the board agree otherwise, the teacher shall resume their former position.

5. Communication of Decision

- 5.1 The board decision will be communicated to the teacher by telephone and confirmed in writing via a registered letter following the hearing.
- 5.2 When the board terminates a teacher's employment under section 277.39, the secretary of the board shall promptly file a complaint under section 26 of the Ontario College of Teachers Act, 1996, regarding the reasons for the termination.
- 5.3 Where a teacher employed by the board resigns while he or she is on review status, the secretary of the board shall promptly file a complaint under section 26 of the Ontario College of Teachers Act, 1996, regarding the reasons for the teacher having been placed on review status.
- 5.4 The board shall promptly provide to any other board requesting teacher performance appraisal documents all documents relating to termination of the employment of a teacher.

Legal References:

Education Act S. 277.15 (5) Termination for Other Reasons; Part X.2 S. 277.14 - S. 277.45 Teacher Performance Appraisal
Ontario Regulation 298—Operation of Schools S. 11(3) j Principal's Recommendation
Ontario College of Teachers Act, S. 26

Approval Date: June 2006
 Date of Latest Review: May 2011, May 2012, March 2014, March 2016, February 2018, February 2020, May 2021, May 2022
 Date of Latest Revision: October 2009, February 14, 2012, February 2018
 May 2021

KENORA CATHOLIC DISTRICT SCHOOL BOARD

Policy 19: Trustee Honorarium and Expenses

In recognition of the duties and responsibilities of the Board of Trustees, the Kenora Catholic District School Board will pay each Board member an honorarium in accordance with the provisions as set forth in the Education Act and other associated regulations.

The Kenora Catholic District School Board believes in reimbursing Trustees for reasonable expenses incurred while on Board business.

1. Honoraria

The Kenora Catholic District School Board will pay an honorarium to its trustees in accordance with the provisions of section 191 of the Education Act as calculated as per Ontario Regulation 357/06 (Honoraria for Board Members).

- 1.1 The year of a trustee's term of office begins on November 15th and ends on the following November 14th.
- 1.2 The honorarium each trustee of the Kenora Catholic District School Board will be calculated using the following components as applicable,
 - 1.2.1 The base amount for the year (\$5900),
 - 1.2.2 The enrolment amount for the year (100% of the enrolment as calculated according to regulation),
 - 1.2.3 The attendance amounts payable to trustee for the year,
 - 1.2.4 The distance amounts payable to the trustee for the year.
- 1.3 Annually, the base amount and the enrolment amount may be adjusted according to the formula outlined in the Regulation;
- 1.4 In addition to the honorarium payable to a trustee, the Chair of the Board shall receive an additional honorarium of \$5,000 per year, plus the enrolment amount in the Regulation 375/06, 5(3).
- 1.5 In addition to the honorarium payable to a trustee, the Vice Chair of the Board shall receive an additional honorarium of \$2,500 per year, plus the enrolment amount payable in the Regulation 375/06, 5(4).
- 1.6 The trustee allocation for statutory committees will be payable beginning December 2014.

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- 1.7 Trustees will be informed each year of honoraria.
 - 1.7.1 The Superintendent of Business and Facilities and Planning Services will calculate the honorarium for each trustee in accordance with Ontario Regulation 357/06 and provide a report to the Director of Education.
 - 1.7.2 The Director of Education will communicate the calculated honorarium to the trustees.
 - 1.8 The Board of Trustees may, at any time, as outlined through section 4(2) of the Regulation, change its policy such that a component is not paid for a year, the amount of a component to be paid is lowered for a year, or the percentage of the enrolment amount limit to be paid is lowered for a year.
 - 1.9 If the board changes its policy under subsection 4(2) of the Regulation, it may restore the original policy at any time.

2. Reimbursement of a Board Member's Expenses

The board shall reimburse a member of the board for expenses incurred for:

- a) travel to and from (round trip) their residence to attend a meeting of the board, or a committee of the board, which is held within the jurisdiction of the board if travel is in excess of 160 km;
- b) travel and related costs of "designated" business of the board.
"Designated" business shall include:
 - meetings of the Ministry of Education where the member's attendance is requested by the Ministry or the board;
 - meetings of trustee associations or other organizations where the member is directed to attend by the board;
 - school graduations and other school functions where the member is invited by the principal or Director of Education to attend as a representative of the board;
 - meetings of a School Council;
 - meetings called by the Director of Education or designate where the member is requested to attend;
 - conventions and conferences where the member is requested to attend by the board;
 - subject to the budget allotment, conventions and conferences of an educational nature;
 - non-electoral meetings of municipal councils, other ratepayer associations, and other organized groups

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- where the member is requested to attend as a representative of the board;
- other meetings or functions where a trustee participates as a representative of the board.
- c) The Board Chair may approve extraordinary travel expenses from time to time in exceptional circumstance (e.g. When a trustee does not drive and needs to pay for a taxi to and from a board meeting)
- d) For expenditures to be approved the following signatures are required:
- for expenses of the Chair, signature are required by the Vice Chair and the Director of Education or Superintendent of Administrative Services
 - for expenses of the Vice Chair, signatures are required by the Chair and the Director of Education or the Superintendent of Administrative Services
 - for expenses of the Trustees, signatures are required by the Chair and the Director of Education or the Superintendent of Administrative Services
 - for expenses of the Director of Education, signatures are required by the Chair or Vice Chair and the Superintendent of Administrative Services
- e) Trustees are encouraged to use the Board-issued credit card for all travel related expenses.

3. Conferences and Out-of-Jurisdiction Travel

- 3.1 Out-of-Jurisdiction Travel will be scheduled to occur, where possible, during regular business hours.
- 3.2 Each trustee will be allocated a sum of money annually for the purpose of attending approved conferences. This allocation will be used to cover travel, accommodation, fees and meal allowances. Any other allowable expenses will be over and above the allocation.
- 3.3 **Approved Conferences**
- 3.4.1 A Trustee may attend any conference on the board's approved list and may request approval for attendance at others at any regular meeting of the board.
- 3.4.3 All arrangements for attendance at a conference will be made through the office of the Director of Education.

3.4.5 The list of approved conferences for Trustees (subject to budget allocations) is:

- 3.4.5.1 OCSTA Annual Conference
- 3.4.5.2 Thunder Bay Diocesan Conference
- 3.4.5.3 The Canadian Catholic School Trustees Association Annual Conference
- 3.4.5.4 Chair/Vice Chair Conference
- 3.4.5.5 OCSTA January Trustee Professional Development

3.4 Travel

- the lowest cost alternative is used, while trying to minimize time away from the trustees home and place of employment.

3.5 Lodging

- Trustees must retain the original lodging receipt to support their expense claim.
- Trustees are to claim only allowable items from the lodging bill. (Do not claim bills with alcoholic beverages, movies or other personal expenses).
- If trustees make personal arrangements for private accommodation they may claim \$30.00 per night.

3.6 Meals

- Meals will be based on the actual receipted costs up to a maximum of:

Breakfast	\$20.00
Lunch	\$20.00
Dinner	\$40.00

- Meal allowance is not provided for meals that are part of the conference or meeting
- Where a claimant is eligible to claim for more than one meal for any day, the maximum amounts for each meal may be combined. For example, the claimant could claim over the maximum amount on one meal, and less than the maximum amount on another meal, so long as the total claimed does not exceed the combined maximum. Alternatively, the meal limits for two or more meals may be combined to form a maximum amount for a single meal. (Example: breakfast and lunch may be combined to be claimed as “brunch”.) Note that the claimant must not combine maximum amounts for ineligible meals, such as when a meal is provided at no cost to the claimant as part of a conference or meeting.

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- An original itemized receipt is required
 - Alcohol will not be reimbursed
 - Meals purchased at a grocery store may be reimbursed if the items purchased are reasonable for personal consumption for the meal replacing a restaurant meal

3.7 Tips and Gratuities

Tips and gratuities will be reimbursed:

- on restaurant meals: 10% to 15%
- on taxi's: 10%
- \$2 - \$5 for housekeeping for up to two nights in a hotel, up to \$10 for a longer stay
- \$2-\$5 per bag for a porter

3.8 Alcohol

- Alcohol will not be reimbursed for business travel
- Alcohol purchased for special events must be purchased by the Director or the Chair.

3.9 Incidental Expense Allowance

- a trustee who is required to travel on board business overnight may be paid an incidental allowance that covers a number of miscellaneous expenses not otherwise provided for in this policy.
- the daily incidental expense allowance is \$20
- a trustee must submit a Request For Funds form for the incidental expense allowance

3.10 Additional Expenses of the Chair

The Chair of the board or their designate will be reimbursed for any reasonable additional conference expenditures related to the duties of their office.

I. TRAVEL

1. Rate of Reimbursement

Approved out-of-jurisdiction travel by automobile will be reimbursed at a rate set on September 1 of each year and calculated as the maximum allowable reasonable rate by Canada Revenue Agency on that date.

Where more than one Trustee or members of the Administration are travelling, every effort will be made to car pool, or use a car rental or board vehicle to minimize costs to the Board.

2. Conferences Attended by Administrative Officials

Conferences attended by administrative officials will be approved in the annual budget, or where circumstances require, by the Chair of the Board in consultation with the Director of Education.

References:

Ontario Regulation 357/06, Honoraria for Board Members

Ministry of Education Expenditure Guidelines

Broader Public Sector Expenses Directive

Approval Date: June 2006
Date of Latest Review: May 2022
Date of Latest Revision: May 2022

KENORA CATHOLIC DISTRICT SCHOOL BOARD

Policy 20: Delegations to the Board

The Kenora Catholic District School Board (KCDSB) values relationships and partnerships and is committed to providing meaningful feedback methods that encourage and support two-way communication.

The purpose of this policy is to provide an opportunity for individuals, groups or delegations to make a presentation to the Board of Trustees on matters relating to educational issues and/or other matters within the Board's jurisdiction.

1. Delegations to Board or Committee Meetings

- 1.1 A request for a delegation to make a presentation at a regular board meeting or committee meeting shall be made in writing to the Director of Education at least seven (7) calendar days prior to the date of the meeting. The written request shall contain the following information:
 - a) the intent and nature of the presentation;
 - b) the organization or interested parties represented;
 - c) the names of the members of the delegation;
 - d) the name and authority of the spokesperson.
- 1.2 A person under 18 years of age, who wishes to make a delegation to the Board must have the written consent of their parent/guardian with the understanding that the person's image (photo and/or video) may be posted on the Board's website, social media channels and/or by the media.
- 1.3 Any one delegation or individual shall be permitted to make only one presentation to the Board on an issue. Any additional presentations on the same issue are permitted provided that the significant difference(s) are outlined and presented in writing to the Chair of the Board and/Secretary of the Board seven (7) days prior to the Board meeting.
- 1.4 Delegates may be heard at the Policy Governance Committee Meeting on an item on the agenda. The Chair of the Policy Governance Committee in consultation with the Director of Education will review delegation requests to determine eligibility.
- 1.5 When a request to delegate is denied, the Director of Education shall provide written notice to the individual, or group, with a

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- copy to all trustees and offer to include their concerns as correspondence in the Board Meeting agenda package.
- 1.6 Employees or representatives of employee groups shall only delegate to the Board on matters not currently before central or local bargaining.
 - 1.7 Commercial enterprises are prohibited from appearing before the Board as a delegation for purposes of promoting their products/services.
 - 1.8 Delegations will only be accepted from Kenora Catholic District School Board stakeholders.
 - 1.9 The request shall outline in some detail the subject matter(s) to be presented and indicate who the presenters(s) will be for the group or organization. A maximum of three (3) presenters and no other person may address the Board unless approval is given by the Chair of the Board. At the discretion of the Chair, delegations with similar rationales will be grouped together (for a total of a 10-minute presentation).
 - 1.10 A complete script and presentation must be delivered or sent electronically to the Office of the Director of Education at least four (4) business days prior to the Regular Board meeting.
 - 1.11 At the Board Meeting, the presenter(s) will use the script that they provided in their package.
 - 1.12 Personal information as defined by the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) is collected under the authority of the Education Act and the Municipal Act, in accordance with the provisions of MFIPPA. The name and the contents of the submission are subject to disclosure by way of publication of the agenda on the Board's website. As well, all Board Meetings are recorded and published.
 - 1.13 There may be up to a maximum of two (2) delegations at any one meeting. At the discretion of the Chair of the Board, additional delegations may be added as deemed appropriate.
 - 1.14 The complete presentation by any delegation shall not exceed ten (10) minutes, exclusive of Trustee questions.
 - 1.15 To allow for equitable time allocated to each delegation, the Chair shall act as the moderator for each delegation presentation and will govern the questions from The Board of Trustees, preserving the intent of the questions to be strictly for clarification purposes.
 - 1.16 The Chair of the meeting may expel or exclude a delegate from the meeting should they engage in inappropriate conduct as determined by the Chair.
 - 1.17 Presenters and guests in the gallery are expected to maintain a level of decorum, which will allow meetings to proceed without interruptions, and free of abusive or derogatory language at all
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times. Individuals and delegations are advised that placards and disruptive demonstrations are not permitted at the Board's Catholic Education Centre or at any other location where a Board meeting is held. The Chair may expel or exclude from the meeting any person(s) who engages in this or any other form of improper conduct.

2. Late Request

The Chair of the board will consider the request and if, in their opinion, the subject to be discussed is emergent in nature, the Chair may waive the requirements of one week's notice providing there is sufficient time for the Director of Education to advise members of the board concerning the delegation's purpose prior to the meeting at which the delegation is to appear.

3. Referral to a Committee

If, in the opinion of the Chair of the board, the delegation may be adequately received by a committee of the board, or if the nature of the topic to be discussed is such that it should be dealt with by a committee of the whole, the Chair may direct the delegation to appear before a committee or a committee of the whole.

4. Impromptu Delegations

Impromptu delegations will not be heard and informed of the board's policy regarding delegations.

5. Position on the Agenda

Delegations will be received at the beginning of the regular board meeting.

References:

Municipal Freedom of Information and Protection of Privacy Act

Approval Date: June 2006

Date of Latest Review: May 2022

Date of Latest Revision: May 2022



KENORA CATHOLIC DISTRICT SCHOOL BOARD

Policy 21: Community Relations

The Kenora Catholic District School Board values relationships and partnerships, recognizing that student success and well-being are reflective of the healthy and vibrant partnerships held with staff, parents, parishes and members of the community.

This policy guides the interactions between the Board and the public, to ensure that decisions and actions are inclusive, compassionate, respectful and reflect the values of the Board.

1. General Communication

1.1 Recognized Value

The board recognizes its duty to keep parents and ratepayers informed, appreciates the value of good public relations and commits itself to regular planned communications with these groups.

1.2 Avenues of Communication

On behalf of the board the Director of Education will ensure that:

- a) the time and place of each public meeting of the board is announced publicly through the local news media;
- b) board meeting highlights are distributed to staff;
- c) system activities of a newsworthy nature are reported on, through the media;
- d) the board's mission and major annual goals are reported on and publicly available. ~~the board's mission and major annual goals/objectives are published in a timely fashion at least once a year.~~

2. The Director of Education will ensure that:

2.1 Communication guidelines are in place to deal with public concerns.

2.2 An inclusive and equitable environment is provided grounded in the Catholic values and teachings of the Board.

2.3 With respect to the treatment of parents/guardians:

2.3.1 Practices and procedures recognize and respect parents/guardians as having primary responsibility for the education and protection of their children.

2.3.2 Parent/guardian participation is encouraged in key decisions involving the education of their children.

2.3.3 Measures are in place to ensure that school-based expectations of student performance and conduct are easily available

2.3.4 Practices are in place to ensure timely and responsive communication with parents/guardians

2.3.5 Practices and procedures are in place to protect legislative rights for privacy and confidentiality

2.3.6 Practices and procedures are in place to ensure the safety and well-being of students.

3. **General Communication Managing Information Requests and Disposition of Complaints**

3.1 **Trustee Process for Managing Information Requests and Concerns**

3.1.1 Trustees are encouraged to contact the Director of Education when they have any inquiries or concerns regarding school or for information on departmental operations. In most circumstances, these matters should be dealt with in a direct and routine fashion outside of board meetings.

3.1.2 When a complaint is made to a trustee concerning dissatisfaction with or criticism of the actions or methods of an employee of the school system, or with policies, procedures or programmes of a school or of the school system, the trustee shall deal with the complaint in accordance with the provisions and procedures of this policy and in the spirit of the administrative procedures concerning disposition of complaints.

3.1.3 Except by explicit direction of the board, individual board members or groups of members shall not undertake any action, investigation or negotiation that may be construed as acting on behalf of the board.

3.1.4 If a trustee receives a complaint, that trustee shall direct the complainant to communicate the concern directly to the following persons: first to the teacher or employee about whom the complaint is made but where the problem or difficulty is not resolved or where particular circumstances warrant, to the school principal followed by the Superintendent of Instructional Services and if necessary to the Director of Education.

3.1.5 For matters considered by a trustee as warranting an inquiry or investigation, the trustee shall discuss the matter thoroughly with the Director of Education before the issue is placed before the board.

References:

Approval Date: June 2006

Date of Latest Review: May 2022

Date of Latest Revision: May 2022



Media Release

Local Principal Receives Principal of the Year Award



L to R: Antonella Rubino, CPCO President, Corinna Glazier, Principal St. John School, Joe Geiser, CPCO Executive Director

(Kenora/Red Lake – April 26, 2022)

At its Gala Dinner and Awards Ceremony on April 22, Principal Corinna Glazier of St. John School in Red Lake, received the Principal of the Year award from the Catholic Principals' Council of Ontario.

"I am truly honoured to receive this award from CPCO and am humbled by the nomination from my colleagues at Kenora Catholic District School Board," said Corinna Glazier. "I am grateful for the ongoing support and guidance I receive from my fellow principals, vice-principals, and the

KCDSB. I wish to thank the staff, students, and parents who strive to bring leadership and the teachings of Jesus to our everyday practice. We have an amazing school community, and I am so grateful for your support as I continue to grow in my role as principal. It is a privilege to work and serve alongside you."

Corinna Glazier was working as an education assistant at her children's school when she was called to teaching. She began her teaching career in 2004 and has worked in a variety of roles. Along with being a classroom teacher and a learning resource teacher, Corinna has been blessed with being a numeracy facilitator and innovative technology teacher. Corinna was teacher-in-charge for a number of years, and she is now in her sixth year as Principal of St. John Catholic School in Red Lake. She continues to serve on a variety of committees and works closely with community agencies. In addition to serving her school community, Corinna supports her parish as lector, Eucharistic minister, hospitality support and on the Parish Council.

"Corinna is an exceptional Catholic leader and role model at St. John School and within the Kenora Catholic District School Board, and the recognition from her colleagues and the Catholic Principal Council of Ontario is well deserved," says Director of Education Paul White. "Corinna works incredibly hard for her students, staff and families to create a warm and welcoming school community where everyone belongs, and students receive the support they need to be successful.



Kenora Catholic District School Board

We are a Roman Catholic school system dedicated to excellence in education, the Christian formation of youth, and meaningful partnerships with family, community and the Church.

SUBJECT:	Health and Safety Report
DATE:	May 17, 2022
PREPARED FOR:	Regular Board Meeting
AGENDA AREA:	Public Session
PREPARED BY:	Alison Smith, Superintendent of Business Services

Background/History:

In March 2019, the Ministry of Labour issued notice that the board needed to change the structure of the committees. The change was from a Multisite Joint Health and Safety Committee to location based Joint Health and Safety Committees. This was in effect as of April 2019. The JHSC members at each location is based on the number of full-time employees at the respective location. The committee structure at each location is as follow:

- St. Thomas Aquinas High School - Five (5) committee members comprising of three (3) employee representatives and two (2) management representatives. As of February 25, 2022, there are 2 employee representatives and 2 management representatives
- Pope John Paul II school - Five (5) committee members comprising of three (3) employee representatives and two (2) management representatives. Correct.
- Ecole Ste. Marguerite Bourgeoys School - Three (3) committee members comprising of two (2) employee representatives and one (1) management representative. There was one worker representative from September 2021-April 2022. April 2022 a 2nd worker representative was identified and attended the meeting.
- St. Louis School - Two (2) committee members comprising of one (1) employee representatives and one (1) management representative. Correct.
- St. John School - Two (2) committee members comprising of one (1) employee representatives and one (1) management representative. Correct.
- Catholic Education Centre - Two (2) committee members comprising of one (1) employee representatives and one (1) management representative. Correct.

Current Situation:

Since the beginning of the pandemic, the Health and Safety department in conjunction with the school administration has been eminently proactive in ensuring the health and safety of students and staff.

The following measures continue to be in place, even with health restrictions easing in schools:

- Increased the frequency of filter change for the HVAC units.
- Increased the frequency and volume of fresh air intake.
- Temporarily halted the recirculation of air in the HVAC system. So, there is continuous of supply of fresh air in the building.
- Continue to supply schools with portable HEPA units to be placed in all common areas and each classroom.
- Continue to have personal protective equipment for staff who choose to continue to wear them.
- Have rapid antigen tests available for all staff and students
- Floor decals and direction arrows as gentle reminders to maintain distance if possible



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BRIEFING PAPER

- Enhanced cleaning protocols in all schools

The location based Joint Health and Safety Committee is scheduled to meet four (4) times in a school year. The Operations Supervisor - Custodian attends each meeting to provide guidance on the health and safety matters and act as a resource person.

As of May 10th, 2022, the Catholic Education Centre, St John Paul II School, St Thomas Aquinas High School, and St Louis School all had two (2) meetings, Ecole Ste-Marguerite Bourgeoys and St John School have had three (3) meetings.

The employee representative(s) at each location completes a monthly workplace inspection of the respective facility and rate the identified hazard/risk level as Low, Medium and High based on a Risk Assessment Chart. In the meetings, the committee discusses the identified safety implications and make necessary recommendations to management and employees to help resolve the health and safety issues. Any high-risk implications were address immediately.

Budgetary/Financial Consideration:

The health and safety fund is assigned through the annual Operations grant. The department utilizes the available funds towards the employee training, personal protective equipment and health and safety tools and initiatives.

Communications Plan:

The Administration is to provide an annual health and safety report to the Board of Trustees. This information will be shared with all stakeholders through the May 17, 2022, Board meeting agenda and minutes which will be posted once approved by the Board.

Recommendations:

That the Board of Trustees receive the information presented by Administration on the board level Health and Safety currently operating or planned throughout our organization.

[Kenora Catholic District School Board Special Education Plan Updates - 2022](#)

SECTION/Page	TOPIC	REVISIONS
Introduction P. 4	Purpose of the Special Education Plan	Update the second paragraph to reflect the 2022-2023 school year
Part 1: Special Education Programs and Services P. 31	Learning Disability	‘Housekeeping’--Formatting Consistency: Fix the section heading “Learning Disability” so it is spaced appropriately, and it is underlined.
P. 34	Criteria for Identifying a Student: Communication Exceptionality - Learning Disability	Update the Special Education Plan to include Criteria for Identifying a Student with a Learning Disability that includes Educational assessment, clinical diagnosis, and the alignment with pertinent Ministry memorandums and guidelines.
P. 35	Intellectual Exceptionalities Criteria for Identifying a Student – Mild Intellectual Disability	Add additional details concerning adaptive functioning score and age at onset during developmental period before age 18.
P. 37	Special Education Placements Provided by the Board Special Education Class	Move ‘The range of placement options...’ and replace it with a table* that summarizes the Ministry of Education Exceptionality Categories, Definitions, and the Range of Placement Options. Add details concerning the placement option of a Primary/Junior Intensive Support Transition Class including <ol style="list-style-type: none"> 1. The Class Description and Objective Intensive Support Transition Class 2. Admission Requirements – assessment data and IPRC decision 3. Transition-Focus: continual and collaborative Program and Placement Review
P. 46	Special Education Equipment	Update the Ministry link with the new SEA Guidelines, when available, for the 2022-2023 school year
P. 55	SEAC Member List	Update the list to include a new representative from the Kenora Association for Community Living when notified and remove Leslie Legros and Tom Fawcett as SEAC Members-at-Large. Include a First Nations SEAC Representative and a Red Lake member when these membership vacancies are filled.

SECTION/Page	TOPIC	REVISIONS
P. 56	Specialized Health Support Services in School	Update the linked list of External Agency or Providers (AP 209) to reflect the current organizations and their service descriptions. (P. 3-5 and Appendix A) When proposed changes to the Administrative Procedure are finalized by the Executive Council Team, the new document will be linked to the 2022 KCDSB Special Education Plan.
P 58	Special Education Statistical Summary of IPRC Process	Update the summary table based on each school's IPRC process from the 2021-2022 school year, when available.
P. 59-60	Appendix B Special Education Staff 2021-2022 School Year	Update the KCDSB Special Education staff list for elementary and secondary panels.
P. 62	Appendix 10 Report to the Minister	Checklist signed by Director of Education

***Proposed Addition to Page 38 of the KCDSB Special Education Plan – 2022:**

Ministry of Education Exceptionality Categories, Definitions, and the Range of Placement Options		
Category	Definition	Placement Options
BEHAVIOUR	Behaviour	Based on current Student Needs and at the time of Review, the following Placement Options Provided by the Board include: <ol style="list-style-type: none"> 1. a regular class with indirect <u>support</u>; 2. a regular class with resource <u>assistance</u>; 3. a regular class with withdrawal <u>assistance</u>; 4. a special education class with partial <u>integration</u>; 5. a special education class full time
COMMUNICATION	Autism	
	Deaf and Hard of Hearing	
	Language Impairment	
	Speech Impairment	
	Learning Disability	
INTELLECTUAL	Gifted	
	Mild Intellectual Disability	
	Developmental Disability	
PHYSICAL	Physical	
	Blind and Low Vision	
MULTIPLE	Multiple Exceptionalities	



Kenora Catholic District School Board Special Education Advisory Committee (SEAC) Support

SEAC is supportive of the range of special education programs and services made available across the Kenora Catholic District School Board.

At the April 29, 2022 SEAC meeting, SEAC approved the following motions:

Motion #1 THAT, since SEAC has completed *its* consultations; and its annual review of the Board's Special Education Plan/Manual and consulted on the checklist, SEAC approve the April 2022 amendments to the Special Education Plan/Manual as presented.

Moved by: Dianne VanderZande
Seconded by: Anne Sweeney
Motion Carried
Date: April 29, 2022

Motion #2 SEAC recommends that the Board approves the April 2022 amendments to the Special Education Plan/Manual as presented and further, that the Board forwards the amendments and the requested checklist along with the Report to the Ministry of Education.

Moved by: Norine Schram
Seconded by: Diane VanderZande
Motion Carried:
Date: April 29, 2022

The above is attested to by:

A handwritten signature in blue ink, appearing to read "Norine Schram", is written over a horizontal line.

Norine Schram, Chairperson
Special Education Advisory Committee
Kenora Catholic District School Board

A handwritten signature in blue ink, appearing to read "Diane VanderZande", is written over a horizontal line.

Diane VanderZande, Vice Chairperson
Special Education Advisory Committee
Kenora Catholic District School Board

Kenora Catholic District School Board

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**SPECIAL EDUCATION
ADVISORY COMMITTEE**

April 29, 2022

MEETING DATE:	April 29, 2022
LOCATION OF MEETING:	Microsoft Teams Meeting
SUBJECT OF MEETING:	Special Education Advisory Committee
TIME OF MEETING:	1:30 PM –2:54 PM
NEXT MEETING:	Tuesday, May 17, 2022

	ATTENDANCE	PERSON	TITLE
1.	<input checked="" type="checkbox"/>	Norine Schram	Voting Member - Member at Large, Chair
2.	<input checked="" type="checkbox"/>	Diane VanderZande	Voting Member - Member at Large, Vice Chair
3.	<input type="checkbox"/>	Dianne Griffiths	Voting Member - Member at Large
4.	<input type="checkbox"/>	KACL to Appoint Member	Voting Member - KACL Representative
5.	<input type="checkbox"/>	Joel Willett	Voting Member - FIREFLY Representative
6.	<input checked="" type="checkbox"/>	Anne Sweeney	Voting Member- Trustee Representative
7.	<input type="checkbox"/>	Paul White	Director of Education
8.	<input checked="" type="checkbox"/>	Nicole Kurtz	Superintendent of Instructional Services
9.	<input checked="" type="checkbox"/>	Andrea Batters	Special Education Coordinator
10.	<input type="checkbox"/>	Teresa Gallik	Chair, Board of Trustees
11.	<input checked="" type="checkbox"/>	Cathy McQuillan	Recording Secretary

1. Opening Prayer – Nicole Kurtz

2. Roll Call: Regrets – Dianne Griffiths, Joel Willett

Guests: Kylie Hughes, Ashley Shouldice, Sommer Kennedy, Kirsten Fair.

3. St. Thomas Aquinas High School Presentation to SEAC:

Danielle Grosset, Sommer Kennedy, Kirsten Fair and Ashley Shouldice created a video presentation to share the many components of St. Thomas Aquinas HS special education supports for students. There was a focus on meeting the neurodiverse student population through finding a balance between inclusionary practices and alternative programs to meet the needs of students. The main areas reviewed were literacy supports, social emotional learning, life skills programming, employment skills support and collaboration with board and community partners.

To support students word reading, comprehension, and grammar, the Lexia PowerUp software is used with all grade 8 classes as well as a grade 9 course. Another example of inclusionary practices was purchasing some graphic novels of a grade 8 novel study so students could choose to read the graphic novel and benefit from the organization and visual aspects of the novel. A grade 7 group participated in the Empower Reading program, and other students receive 1:1 or small group reading instruction as needed.

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April 29, 2022

Following the “what is needed for some benefits all” philosophy the school welcomed Sarah Pyzer in to facilitate the Friends for Youth program with grade 7 students to focus on social-emotional resiliency tools and strategies to reduce anxiety and help students navigate life’s challenges. A small group of intermediate students attend a social skills and self-regulation skills class for 30 minutes three times a week and work in collaboration with Firefly SLP, OT and a board mental wellbeing coach using programs such as Zones of regulation and GoZen.

Students in the Life Skills class receive alternative expectations within and outside of the regular classroom. Students are integrated within the school to develop relationships and increase social skills. They prepare for life outside of school by cooking, cleaning laundry, budgeting, grocery shopping, preparing and delivering food for the lunch program and additional nutritional snacks during the day. The class also travelled on the bus and visited places like the library and restaurants to increase independence in the community. WJS Canada supports students with entry into the workforce, determining jobs they are interested in and supporting them with the process to obtain employment.

The St. Thomas Aquinas school team obtains and reviews assessment data and collaborates with students, families, staff, and community organizations such as FIREFLY, KACL, Kenora Chiefs, WJS Canada, etc. to create programming and supports to best meet students needs and help them develop.

4. Approval of March 25, 2022, Meeting Minutes

Approved: Diane VanderZande

Seconded: Anne Sweeney

5. Correspondence:

Durham Catholic District School Board Letter PPM 81– March 9, 2022 **5**

Upper Grand District School Board Letter PPM 81 – February 9, 2022 **8**

Chair Schram will work with Nicole Kurtz and Andrea Batters to draft a letter to Minister Lecce supporting the letters from Durham CDSB and Upper Canada DSB regarding PPM81.

York Catholic District School Board Nursing Shortage– April 5, 2022 **12**

Chair Schram will work with Nicole Kurtz and Andrea Batters to draft a letter to Minister Lecce supporting the letter from York Catholic DSB regarding Nursing Shortage.

Diane VanderZande asked if we could reach out to the Keewatin Patricia District School Board to see if they have nursing resources available to them?

Andrea Batters will reach out to the Special Education Lead regarding this issue.

York Catholic District School Board SIP Funding– February 18, 2022 – Review and File **14**

Catholic DSB of Eastern Ontario – Online Learning – April 5, 2022 – Review and File **16**

Kenora Catholic District School Board

We are a Roman Catholic school system dedicated to excellence in education, the Christian formation of youth, and meaningful partnerships with family, community and Church.

April 29, 2022

6. New Business: Nil

7. Professional Development: KCDSB Special Education Plan Update: Andrea Batters and Nicole Kurtz

[Final KCDSB Special Education Plan July 2021 FINAL.pdf](#)

After meeting update to include the **Introduction** housekeeping item that was brought forward in the meeting: [Kenora Catholic DSB Special Education Plan Updates 2022 17](#)

Motion #1: THAT, since SEAC has completed its consultations: and its annual review of the Board's Special Education Plan/Manual and consulted on the checklist, SEAC approve the April 29, 2022 amendments to the Special Education Plan/Manual as presented

Moved by: Diane VanderZande

Seconded by: Anne Sweeney

Motion #2: SEAC recommends that the Board approves the April 29, 2022 amendments to the Special Education Plan/Manual as presented and further, that the Board forwards the amendments and the requested checklist along with the Report to the Ministry of Education.

Moved by: Norine Schram

Seconded by: Diane VanderZande 20

8. Business arising from the last meeting: Nicole Kurtz

- **First Nations Representative for SEAC was an agenda item at our FNMI Committee meeting held on April 6, 2022. New SEAC Members and June SEAC Meeting.**

Nicole Kurtz asked that with an election coming up in the fall if we should just finish up this school year and actively try recruiting new members in the fall. Nicole also let the committee know that she will reach out to our First Nations community partners regarding a First Nation representative on SEAC. She will also speak with Corinna Glazier at the May SEAC meeting at St. John School regarding a SEAC representative from Red Lake.

Norine Schram agreed it made sense to wait until next year to start recruiting.

June SEAC Meeting: Nicole suggested that we hold a luncheon opportunity to gather as a group prior to the June Meeting for 2021-22 SEAC members. It will be a nice chance to gather as a group and to celebrate and recognize SEAC member service to KCDSB,

Kenora Catholic District School Board

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April 29, 2022

especially those longstanding members who have recently left the group after numerous years of dedicated service.

All voting SEAC members present agreed to this luncheon opportunity.

- **Follow up regarding Letter received from Durham District School Board. 21**
Director Paul White approved the letter, and it was signed by:
Teresa Gallik, Chair of the Board of Trustees
Norine Schram, Chair of Special Education Advisory Committee
Cathy will get it mailed out to the Minister this week.

8. Agency Reports

- **FIREFLY – Joel Willett - Regrets**
- **KACL – No Representative appointed to replace Aimee Foucher**
- **Other Reports from Members-at-Large**
 - **Dianne Griffiths - Regrets**
 - **Diane VanderZande – Nothing to Report**
 - **Norine Schram – Norine advised the SEAC committee that she will be resigning from the SEAC committee at the end of this school year.**

9. Trustee Report – Anne Sweeney

Anne Sweeney reported on the Board Meeting held on April 19, 2022

Please click on the link below to see what's happening at the Boardroom Table:

[From the Boardroom for April 19, 2022](#)

10. Coordinator Report – Andrea Batters - Attached 22**11. Next Meeting: 1:30 PM Tuesday, May 17, 2022**

St. John School, Red Lake, and Microsoft Teams



March 9, 2022

Ms. Nancy Naylor
Deputy Minister of Education
5th FLR, 438 University Ave, Toronto, ON
M7A 2A5
EDU.DMO@ontario.ca

Dr. Catherine Zahn
Deputy Minister of Health
College Park 5th FLR, 777 Bay St,
Toronto, ON
M7A 2J3
Catherine.Zahn@ontario.ca

Ms. Denise Cole
Deputy Minister of Children, Community and Social Services
7th FLR, 438 University Ave, Toronto, ON M5G 2K8
denise.a.cole@ontario.ca

RE: Policy/Program Memorandum No. 81, Provision of Health Support Services in School Settings in 2021-22: New Expectations

Dear Deputy Ministers,

The Durham Catholic District School Board Special Education Advisory Committee was pleased to learn of the memorandum sent October 29, 2021 to Directors of Education announcing the joint review of PPM 81. In particular, the unification of speech and language services is of interest to parents within our school board. As you mentioned in the memorandum, school boards (staff and parents) have long identified the division of these services as detrimental to the support and development of our children.

As parents, we feel we are important stakeholders in this process. We encourage you to ensure parents from SEACs across the province are included in the consultation process as this review moves forward.

At DCDSB we support the goal of integrated delivery of speech and language services for Ontario school children under the direction and leadership of district school boards.

DCDSB, like many Ontario District School Boards, has a long history of delivering speech-language pathology services to promote student well-being and achievement. Our DCDSB speech-language pathologists work alongside parents and educators to support the development of communication skills for students with diverse needs.

The work of the DCDSB SLPs is responsive to the needs of school communities and aligned with system priorities. DCDSB has invested in supporting a tiered model of speech-language pathology services and we have seen the benefit of educator-SLP collaborations for children and families with special needs. SLPs at DCDSB are able to build relationships with school staff and families in a way that SLPs at external agencies do not.

DCDSB SEAC supports a comprehensive mandate for school board SLPs to deliver the full range of communication services for children with diverse needs, and their families, from kindergarten entry to school exit. In addition to existing assessment, consultation and intervention for oral language, augmentative and alternative communication, literacy, and social communication, school board SLPs should acquire responsibility for the provision of speech services. School board SLPs are uniquely and best positioned to deliver unified services integrated within educational frameworks including Learning For All and School Board Equity and Improvement Plans. The proposed expansion of speech-language pathology services within district school boards will require contemporary funding structures. Fortunately, the existing infrastructure of speech-language pathology departments within school boards will offset the current expense of managing two agencies, Grandview Kids and DCDSB. Historically, there has been no alignment between ministries in funding for speech-language pathology services. For example, it is noted that at our Board, our Children's Treatment Centre, Grandview Kids recently changed their discharge criteria for their preschool speech and language program such that they no longer provide services to students in year 1 kindergarten, yet no funding was transferred to the school board who has had to expand their services to accommodate additional children needing support.

Overall, we request consideration of the following recommendations:

- Include SEAC representatives during the consultation process both provincially and during the development of local solutions required.
- Consolidate funding for the delivery of speech-language pathology services to school-age children under the direction of the Ministry of Education. A single funder will promote more equitable and inclusive services, with greater access for all children with diverse needs. It will reduce service fragmentation, eliminate gaps and duplications, and create seamless transition points. It will also permit more coherent goal setting for participation at school, home and in the community. Moreover, a single funder will facilitate more transparent and accountable processes and service efficiencies.
- Maintain the current investment by DSBs in the delivery of speech-language pathology services. Encourage DSBs to continue to use Grants for Student Needs and Special Education Grants to fund existing services with flexibility to respond to local student, community and system needs.
- Flow additional funding directly to the DSBs to enhance SLP services, unifying delivery of speech and language interventions. Within the funding transfer, acknowledge the gap created when Preschool Speech and Language Services for kindergarten-age children were discontinued and school boards absorbed the abandoned speech and language caseload.
- Create an accountability tool to capture detailed data about the delivery of services to children and families, stratified by tier, using frameworks that are

appropriate to the education context. Use the accountability tool to refine service delivery targets and amend funding and infrastructure processes as necessary.

With sincere gratitude for your continued support of our children during their school years.

A handwritten signature in black ink, appearing to be 'Valerie Adamo', written over a horizontal line.

Valerie Adamo, Chair
Special Education Advisory Committee Chair
Durham Catholic DSB

cc: Chairs of All Special Education Advisory Committees



UPPER GRAND DISTRICT SCHOOL BOARD

Carrie Proudfoot
Chair, Special Education Advisory Committee
Board Office: 500 Victoria Road N. Guelph, ON N1E 6K2
Email: SEAC@ugdsb.on.ca

February 9, 2022

Ms. Nancy Naylor
Deputy Minister of Education
5th Floor, 438 University Ave, Toronto, ON
M7A 2A5
EDU.DMO@ontario.ca

Dr. Catherine Zahn
Deputy Minister of Health
College Park 5th Floor, 777 Bay St,
Toronto, ON
M7A 2J3
Catherine.Zahn@ontario.ca

Ms. Denise Cole
Deputy Minister of Children, Community and Social Services
7th Floor, 438 University Ave, Toronto, ON M5G 2K8
denise.a.cole@ontario.ca

RE: Policy/Program Memorandum No. 81, Provision of Health Support Services in School Settings in 2021-22: New Expectations

Dear Deputy Ministers,

The Upper Grand District School Board (UGDSB) Special Education Advisory Committee (SEAC) was pleased to learn of the memorandum sent October 29, 2021 to Directors of Education announcing the joint review of PPM 81. In particular, the unification of speech and language services is of interest to parents within our school board. As you mentioned in the memorandum, school boards (staff and parents) have long identified the division of these services as detrimental to the support and development of our children.

As parents, we feel we are important stakeholders in this process. We encourage you to ensure parents from SEACs across the province are included in the consultation process as this review moves forward. At the UGDSB, we support the goal of integrated delivery of speech and language services for Ontario school children under the direction and leadership of district school boards.

The UGDSB, like many Ontario District School Boards, has a long history of delivering speech-language pathology services to promote student well-being and achievement. Our UGDSB employed speech-language pathologists work alongside parents and educators to support the development of communication skills for students with diverse needs. The work of the UGDSB SLPs is responsive to the needs of school communities and aligned with system priorities. The UGDSB has invested in supporting

...2

Upper Grand District School Board

- | | | | | |
|---------------------------------------|---------------|------------------|-----------------|----------------|
| • Linda Busuttill; Chair | • Mark Bailey | • Jolly Bedi | • Gail Campbell | • Jen Edwards |
| • Barbara Lustgarten Evoy; Vice-Chair | • Mike Foley | • Martha MacNeil | • Robin Ross | • Lynn Topping |

a tiered model of speech-language pathology services and we have seen the benefit of educator-SLP collaborations for children and families with special needs. SLPs employed by the UGDSB are able to build relationships with school staff and families in a way that SLPs at external agencies cannot.

The UGDSB SEAC supports a comprehensive mandate for school board SLPs to deliver the full range of communication services for children with diverse needs, and their families, from kindergarten entry to school exit. In addition to existing assessment, consultation and intervention for oral language, augmentative and alternative communication, literacy, and social communication, school board employed SLPs should acquire responsibility for the provision of speech services. School board employed SLPs are uniquely and best positioned to deliver unified services integrated within educational frameworks including Learning For All and School Board Equity and Improvement Plans. The proposed expansion of speech-language pathology services within district school boards will require contemporary funding structures. Fortunately, the existing infrastructure of speech-language pathology departments within school boards will offset the current expense of managing two community agency speech and language departments, ErinOakKids and KidsAbility Childrens Treatment Centres, and Communication, Language and Speech Services at the UGDSB. Historically, there has been no alignment between ministries in funding for speech-language pathology services. For example, it is noted that at our Board, our local Children's Treatment Centres ErinOakKids and KidsAbility, recently changed their discharge criteria for their preschool speech and language program such that they no longer provide services to students in year 1 kindergarten, yet no funding was transferred to the school board who has had to expand their services to accommodate additional children needing support.

Overall, we request consideration of the following recommendations:

- Include SEAC representatives during the consultation process both provincially and during the development of local solutions required.
- Consolidate funding for the delivery of speech-language pathology services to school-age children under the direction of the Ministry of Education. A single funder will promote more equitable and inclusive services, with greater access for all children with diverse needs. It will reduce service fragmentation, eliminate gaps and duplications, and create seamless transition points. It will also permit more coherent goal setting for participation at school, home and in the community. Moreover, a single funder will facilitate more transparent and accountable processes and service efficiencies.
- Maintain the current investment by Ontario District School Boards in the delivery of speech-language pathology services. Encourage school boards to continue to use Grants for Student Needs and Special Education Grants to fund existing services with flexibility to respond to local student, community and system needs.
- Flow additional funding directly to the Ontario District School Boards to enhance SLP services, unifying delivery of speech and language interventions. Within the funding transfer, acknowledge the gap created when Preschool Speech and Language Services for kindergarten-age children were discontinued and school boards absorbed the abandoned speech and language caseload.

Upper Grand District School Board

• Linda Busuttill; Chair	• Mark Bailey	• Jolly Bedi	• Gail Campbell
• Barbara Lustgarten Evoy; Vice-Chair	• Mike Foley	• Martha MacNeil	• Robin Ross
			• Jen Edwards
			• Lynn Topping

- Create an accountability tool to capture detailed data about the delivery of services to children and families, stratified by tier, using frameworks that are appropriate to the education context. Use the accountability tool to refine service delivery targets and amend funding and infrastructure processes as necessary.

With sincere gratitude for your continued support of our children during their school years.

Carrie Proudfoot

Carrie Proudfoot, Chair
SEAC, UGDSB

cc: Chair of Special Education Advisory Committees

Supervisory Officers (Special Education)

Executive Director, Ontario Catholic School Trustees' Association (OCSTA)

Executive Director, Council of Ontario Directors of Education (CODE)

General Secretary, Ontario English Catholic Teachers' Association (OECTA)

Co-ordinator, Canadian Union of Public Employees – Ontario (CUPE-ON)

Executive Director, Catholic Principals' Council of Ontario (CPCO)

Chair, Minister's Advisory Council on Special Education

President, Association of Professional Student Service Professionals (APSSP)

President, Ontario Association for Families of Children with Communication Disorders

Upper Grand District School Board

• Linda Busutil; Chair	• Mark Bailey	• Jolly Bedi	• Gail Campbell	• Jen Edwards
• Barbara Lustgarten Evoy; Vice-Chair	• Mike Foley	• Martha MacNeil	• Robin Ross	• Lynn Topping



York Catholic District School Board

Catholic Education Centre, 320 Bloomington Road West, Aurora, Ontario L4G 0M1
 Tel: 905-713-2711, 416-221-5050, 1-800-363-2711, Automated Lines: 905-713-1211, 416-221-5051
 Fax 905-713-1272 • www.ycdsb.ca

April 5, 2022

Honourable Christine Elliot
 Minister of Health
 5th Floor, 777 Bay Street
 Toronto ON M7A 2J3

Chirisitine.elliott@pc.ola.org

Honourable Stephen Lecce
 Minister of Education
 Mowat Block 22nd Floor 900 Bay Street
 Toronto ON M7A 1L2

Minister.edu@ontario.ca
 Stephen.lecce@pc.ola.org

Honourable Christine Elliot and Honourable Stephen Lecce.

The York Catholic District School Board's Special Education Advisory Committee is writing to you in support of District School Board of Niagara's recent letter denoting the impact of the current nursing shortage on school boards across the province. Currently there are hundreds of students across Ontario awaiting nursing care that is required for them to attend school safely and meaningfully. School staff cannot perform the duties of a nurse/registered health care professional, but stress that it is also imperative that we take every reasonable step to ensure that all students have access to education.

Though this shortage is not the responsibility of school boards, many school districts including the YCDSB have advised they are committed to being part of a temporary solution for student and families affected. One way Boards have supported students requiring health care services in our schools is by allowing parents/guardians or a temporary health care service provider, designated by the parents/guardians, to visit the school, adhering to all safety protocols, to provide the health care services, where possible, for their child. Furthermore, our schools continue to creatively engage with and provide academic support to students who are at home awaiting nursing care. We are aware that the updates to the Ministry of Health "Family-Managed Home Care/Self Directed Care" program eligibility requirements now include parents/guardians of students with complex medical needs that prevent them from attending school due to the shortage of school nurses. However, families and Board staff note that funding for this program is exceedingly difficult to access and few families receive support, likely due to the extensive and complex process required to procure the funding.

It is a clear and widespread fact that in-person learning is the best learning environment for students. With the support from the province and significant planning, commitment and efforts by District School Boards, schools opened this fall. Tragically however many students are unable to attend school with their peers, and their families are bearing much of the burden in managing the care of students who do not have at-school nursing support secured at this time. Like many other School Boards across Ontario, we are committed to being part of the solution



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 Fax 905-713-1272 • www.ycdsb.ca

for our students and families affected. We stand with other Boards in requesting that this issue be a top priority for this government and that an immediate and accessible solution be developed to allow all children to access the learning they require and deserve.

Sincerely,

Jennifer Wigston
 Chair
 Special Education Advisory Committee
 Trustee Vaughan Area 4
 York Catholic District School Board

Eleonora Morgillo
 Co-Chair
 Special Education Advisory Committee
 SEAC Association Representative for Autism
 Ontario, York Region
 York Catholic District School Board

cc: Board of Trustees, YCDSB
 Domenic Scuglia, Director of Education, YCDSB
 Chairs of all Ontario Special Education Advisory Committees



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April 5, 2022

Honourable Stephen Lecce
 Minister of Education
 Mowat Block 22nd Floor 900 Bay Street
 Toronto ON M7A 1L2

Minister.edu@ontario.ca
 Stephen.lecce@pc.ola.org

Honourable Stephen Lecce,

The York Catholic District School Board's Special Education Advisory Committee is writing to you in support of Durham District School Board's Special Education Advisory Committee recent letter with regard to **Special Incident Portion Claim Funding**.

In the spring of 2018, the previous government announced an increase to the Special Incidence Portion (SIP) claim funding of \$11,016.00, increasing the funding amount up to \$38,016.00 per student from the previous funding amount of \$27,000.00. On August 24, 2018, after school board budgets were prepared and approved, the Ministry announced that the increase would be clawed back to \$28,518.00, bringing the net increase to \$1,518.00 per student.

SEACs across the province were dismayed by the Ministry of Education decision to claw back that increase given that the true cost of supporting a student with a SIP claim are significantly higher than that amount. For example, the average cost, including salary and benefits, for an Educational Assistant is \$58,870.00. A student who requires 2 plus Educational Assistants to support their learning needs would be a cost of \$117,740.00 plus. The Ministry of Education's SIP amount covers approximately 24.2% of the cost to support a student with significant learning needs. The YCDSB covers the remaining 75.9% of the cost from our Special Education and operational grants.

The budget gap at the YCDSB between Special Education revenues and expenditures for the last three years has averaged 5.3%. This current school year alone, the YCDSB allocated \$8,841,444.00 more than what was given in Special Education Grants to Special Education services. Some of the money YCDSB used to fund this gap is the Local Priorities funding (Support for Student Funding), which is not guaranteed to be received annually from the Province.

YCDSB SEAC is expressing our concerns that the funding the Ministry of Education provides for SIP is inadequate. The claw back of the SIP increase announced on August 24, 2018, along with the reallocation to the Special Education Per Pupil amount resulted in a net decrease in



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funding, further increasing the YCDSB deficit. As the Auditor General highlighted in 2018, the Ministry of Education's "[f]unding formula uses out-of-date benchmarks and is due for a comprehensive external review." YCDSB SEAC is extremely concerned by the direction funding for special education is taking, leaving our most vulnerable children further at risk. Inadequate funding of Special Education at the YCDSB puts our most vulnerable children at risk by cutting the services that they need to be successful. Our entire system is strained when the YCDSB takes revenues from other areas to meet its statutory commitment to children accessing Special Education services.

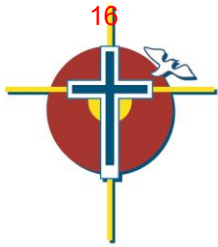
We request the Minister to evaluate the true costs associated with SIP claims to support our students and increase funding accordingly. We further request, that the Special Education funding model be reviewed and changed to accurately reflect the increasing and more complex needs of students with special needs.

Sincerely,

Jennifer Wigston
 Chair
 Special Education Advisory Committee
 Trustee Vaughan Area 4
 York Catholic District School Board

Eleonora Morgillo
 Co-Chair
 Special Education Advisory Committee
 SEAC Association Representative for Autism
 Ontario, York Region
 York Catholic District School Board

cc: Board of Trustees, YCDSB
 Domenic Scuglia, Director of Education, YCDSB
 Chairs of all Ontario Special Education Advisory Committees



CATHOLIC DISTRICT SCHOOL BOARD OF EASTERN ONTARIO

Box 2222, 2755 Highway 43 - Kemptville, Ontario - K0G 1J0
Phone: 613-258-7757 Toll-Free: 1-800-443-4562 Fax: 613-258-7134
www.cdsbeo.on.ca



April 5, 2022

Honorable Stephen Lecce
Ministry of Education
Mowat Block, 900 Bay Street
Toronto, ON, M7A 1L2

Honorable Stephen Lecce,

We, the Catholic District School Board of Eastern Ontario (CDSBEO) are writing to share common concerns expressed by the Renfrew County Catholic District School Board, Algoma District School Board (ADSB), Durham District School Board (DDSB), and Waterloo Region District School Board (WRDSB) SEACs in regard to Online Learning Supports, Accessibility and Universal Design for Learning in provincial online learning resources and the platforms used to access these resources.

We are genuinely concerned about our learners who do not have stable internet connections. Being a rural board, many areas within the Catholic District School Board of Eastern Ontario do not have the same access and, in turn, resources available to them. As such, it is our request that you commit to improving internet connectivity in rural Ontario and ensuring that all online and/or e-learning courses be consistently maintained with enabled links and resources that meet accessibility standards (such as closed captioning, etc.) so that equity and inclusion are at the forefront of these materials to ensure student success for all learners.

The pandemic has certainly revealed gaps in the accessibility of online education for all Ontario students. Stable internet access, inaccessible learning resources and supports have left many students behind. It is imperative, in these uncertain times, that students be able to access on-line courses and that all these courses and resources meet accessibility standards. Given the need to pivot at a moment's notice, the on-line course requirements, and the need for some students to connect to courses remotely for a variety of reasons, it is now more important than ever to ensure stable internet connectivity province-wide, accessibility for all learners and moreover that students have equal access to their education no matter where they live. Further, that their course offerings consider and plan for a universal design for learning with multiple entry-points.

We appreciate your time and consideration of this request for action.

Sue Wilson, Chair
Special Education Advisory Committee
Catholic DSB of Eastern Ontario

Cc: Chairs of Ontario Special Education Advisory Committees
Ontario Catholic School Trustees' Association

Kenora Catholic District School Board Special Education Plan Updates - 2022

SECTION/Page	TOPIC	REVISIONS
Introduction P. 4	Purpose of the Special Education Plan	Update the second paragraph to reflect the 2022-2023 school year
Part 1: Special Education Programs and Services P. 31	Learning Disability	‘Housekeeping’--Formatting Consistency: Fix the section heading “Learning Disability” so it is spaced appropriately, and it is underlined.
P. 34	Criteria for Identifying a Student: Communication Exceptionality - Learning Disability	Update the Special Education Plan to include Criteria for Identifying a Student with a Learning Disability that includes Educational assessment, clinical diagnosis, and the alignment with pertinent Ministry memorandums and guidelines.
P. 35	Intellectual Exceptionalities Criteria for Identifying a Student – Mild Intellectual Disability	Add additional details concerning adaptive functioning score and age at onset during developmental period before age 18.
P. 37	Special Education Placements Provided by the Board Special Education Class	Move ‘The range of placement options...’ and replace it with a table* that summarizes the Ministry of Education Exceptionality Categories, Definitions, and the Range of Placement Options. Add details concerning the placement option of a Primary/Junior Intensive Support Transition Class including <ol style="list-style-type: none"> 1. The Class Description and Objective Intensive Support Transition Class 2. Admission Requirements – assessment data and IPRC decision 3. Transition-Focus: continual and collaborative Program and Placement Review
P. 46	Special Education Equipment	Update the Ministry link with the new SEA Guidelines, when available, for the 2022-2023 school year
P. 55	SEAC Member List	Update the list to include a new representative from the Kenora Association for Community Living when notified and remove Leslie Legros and Tom Fawcett as SEAC Members-at-Large. Include a First Nations SEAC Representative and a Red Lake member when these membership vacancies are filled.

SECTION/Page	TOPIC	REVISIONS
P. 56	Specialized Health Support Services in School	Update the linked list of External Agency or Providers (AP 209) to reflect the current organizations and their service descriptions. (P. 3-5 and Appendix A) When proposed changes to the Administrative Procedure are finalized by the Executive Council Team, the new document will be linked to the 2022 KCDSB Special Education Plan.
P 58	Special Education Statistical Summary of IPRC Process	Update the summary table based on each school's IPRC process from the 2021-2022 school year, when available.
P. 59-60	Appendix B Special Education Staff 2021-2022 School Year	Update the KCDSB Special Education staff list for elementary and secondary panels.
P. 62	Appendix 10 Report to the Minister	Checklist signed by Director of Education

***Proposed Addition to Page 38 of the KCDSB Special Education Plan – 2022:**

Ministry of Education Exceptionality Categories, Definitions, and the Range of Placement Options		
Category	Definition	Placement Options
BEHAVIOUR	Behaviour	Based on current Student Needs and at the time of Review, the following Placement Options Provided by the Board include: <ol style="list-style-type: none"> 1. a regular class with indirect <u>support</u>; 2. a regular class with resource <u>assistance</u>; 3. a regular class with withdrawal <u>assistance</u>; 4. a special education class with partial <u>integration</u>; 5. a special education class full time
COMMUNICATION	Autism	
	Deaf and Hard of Hearing	
	Language Impairment	
	Speech Impairment	
	Learning Disability	
INTELLECTUAL	Gifted	
	Mild Intellectual Disability	
	Developmental Disability	
PHYSICAL	Physical	
	Blind and Low Vision	
MULTIPLE	Multiple Exceptionalities	



Kenora Catholic District School Board Special Education Advisory Committee (SEAC) Support

SEAC is supportive of the range of special education programs and services made available across the Kenora Catholic District School Board.

At the April 29, 2022 SEAC meeting, SEAC approved the following motions:

Motion #1 THAT, since SEAC has completed *its* consultations; and its annual review of the Board's Special Education Plan/Manual and consulted on the checklist, SEAC approve the April 2022 amendments to the Special Education Plan/Manual as presented.

Moved by: Dianne VanderZande
Seconded by: Anne Sweeney
Motion Carried
Date: April 29, 2022

Motion #2 SEAC recommends that the Board approves the April 2022 amendments to the Special Education Plan/Manual as presented and further, that the Board forwards the amendments and the requested checklist along with the Report to the Ministry of Education.

Moved by: Norine Schram
Seconded by: Diane VanderZande
Motion Carried:
Date: April 29, 2022

The above is attested to by:

Norine Schram, Chairperson
Special Education Advisory Committee
Kenora Catholic District School Board

Diane VanderZande, Vice Chairperson
Special Education Advisory Committee
Kenora Catholic District School Board



1292 Heenan Place • Kenora, ON P9N 2Y8 • T: (807) 468-9851
F: (807) 468-8094 • www.kcdsb.on.ca

Dedicated to Excellence in Catholic Education



February 19, 2022

Via email: minister.edu@ontario.ca

The Honorable Stephen Lecce
Minister of Education
Mowat Block, 22nd Floor
900 Bay Street
Toronto, ON
M7A 1L2

Dear Minister Lecce:

On behalf of the Kenora Catholic District School Board, the KCDSB Special Education Advisory Committee (SEAC) stands in support of the Durham District School Board's *Special Education Advisory Committee's* letter concerning the decreases in Special Incidence Portion (SIP) claim funding. Special Education funding reductions result in the funding *being insufficient* to meet the costs of student support needs.

We appreciate that our *fellow* school boards across the province vary greatly in size, demographics, and greatest areas of need. We ask that you ensure that funding does not continue to diminish and that our Boards are provided with adequate resources to meet the support needs of our students with special education needs so that they can reach their full potential.

Thank you for acknowledging our letter regarding a decrease in Special Incidence Portion (SIP) claim funding.

Yours in Catholic Education,

Teresa Gallik
Chair of the Board of Trustees

Norine Schram
Chair of SEAC

Cc: Ontario Catholic School Trustees Association (OCSTA)
Ontario Catholic School Boards
Education Minister's Advisory Council on Special Education (MASCE)
KCDSB SEAC



Kenora Catholic District School Board

We are a Roman Catholic school system dedicated to excellence in education, the Christian formation of youth, and meaningful partnerships with family, community and the Church.

SEAC Report
By Special Education Coordinator

SUBJECT:	Special Education Coordinator's Report
DATE:	Friday, April 29, 2022
PREPARED FOR:	Special Education Advisory Committee
AGENDA AREA:	Public Session
PREPARED BY:	Andrea Batters, Special Education Coordinator

There was a **System Professional Development Day** this past Friday, April 22. Staff completed a self-paced course on the basic information and requirements under the **Accessibility for Ontarians with Disabilities Act (AODA)** and the **Ontario Human Rights Code**. Topics included accessibility and eliminating barriers for individuals. As a follow-up to this Accessibility Session, KCDSB special education has provided school Resource Teams with information about the use of [sound-fields \(FM\) systems](#) and details about how to access the [Alternative Education Resources Ontario \(AERO\)](#).

Special Equipment Amount (SEA) training for the speech recognition software: **Dragon Naturally Speaking** has been provided to a student and a classroom-based educational assistant. KCDSB has contracted the Assistive Technology (AT) training company, [Learnstyle](#), to deliver program-specific education. [Dragon Naturally Speaking](#) is a powerful speech recognition tool that allows users to: dictate, edit, format, and control software applications. Simple commands are also used to find and navigate information on the internet. Sessions are individualized to build out tools and strategies that are designed remove barriers to learning, and the feedback from the training has been positive from both the pupil and the educators involved.



KEY MESSAGES MUNICIPAL AND SCHOOL TRUSTEE ELECTIONS 2022

- Elections for Catholic School Board Trustee positions are happening during the 2022 Municipal Elections on October 24, 2022. Nominations open on May 2 and close on August 19.
- Trustees are elected for a four-year term. The next term of office is November 15, 2022 – November 14, 2026.
- Catholic School Board Trustees are members of our school board and play an important role in the overall governance of the School Board. A Trustee's role is to maintain a focus on student achievement, well-being and equity and to participate in making decisions that benefit all students while representing the interests of parents/guardians, students and the communities in which they serve.
- To be eligible to run for Catholic School Trustee you must be a resident in Kenora, Ear Falls or Red Lake area, a Canadian Citizen at least 18 years of age, a Roman Catholic who 'Supports' the KCDSB, not legally prohibited from voting and not disqualified from any legislation from holding school board office.
- If you know someone who is passionate about Catholic education and student achievement and well-being and meets the requirements– we encourage them to run for the office of Catholic School Trustee.
- Information about Catholic School Trustee Elections is on our website at www.kcdsb.on.ca including a Candidate Information Sheet with information on honorarium and what the position entails.
- Help protect and preserve our Catholic education system by ensuring you are registered as an English Separate (Catholic) School Supporter. Catholic ratepayers must declare themselves as English Separate School Supporters, to be counted as a Catholic School Supporter and to cast a vote for Catholic Trustees on election day. Visit Voterlookup.ca to determine your tax support. KCDSB staff can assist with changing tax support. Call (807) 468-9851 or email at info@kcdsb.on.ca

