Board Meeting Agenda

Virtual Meeting | November 24, 2020 | 7:00 pm

Regular Board Meeting Agenda
November 24, 2020 | 7:00 pm
Virtual Meeting

A. Call to Order | Land Acknowledgement
B. Prayer | Special Intentions and/or Saint Feast Days | National Anthem
C. School | Student | Department Profile
    1. Memo from Superintendent of Student Success, Intermediate/Secondary
       Re: Take Our Kids To Work Day and OCSB Career Week
D. Delegations
E. Public Session
F. Approval of Agenda
G. Declaration of Conflict of Interest
H. Confirmation of Minutes
    1. Regular Board Meeting - November 10, 2020
I. Unfinished Business from Previous Meetings
J. Trustee Motions
K. Presentation and Consideration of Committee Reports
    1. Committee of the Whole Board - November 24, 2020
    2. Memo from Superintendent of Finance and Administration
       Re: Approved Minutes of Audit Committee Meeting-Regular Session-September 15, 2020
    3. Memo from Superintendent of Finance and Administration
       Re: Audit Committee Annual Reports for the Year Ended August 31, 2020
    4. Memo from Superintendent of Special Education and Student Services
       Re: Special Education Advisory Committee (SEAC) Change in Association Representative and Alternate Roles

L. Presentation and Consideration of Staff or Trustee Report

1. Memo from Superintendent of Continuing and Community Education
   Re: International Students - Marketing with a 3D Virtual Tour
2. Memo from Superintendent of Special Education and Student Services
   Re: System Class Updates During the Pandemic
3. Memo from Superintendent of Student Success, Elementary
   Re: Kindergarten Registration 2021-2022
4. Memo from Associate Director of Education
   Re: Policies and Procedures Timelines, 2020-2021
5. Memo from Superintendent of Planning and Facilities
   Re: Approved Capital Projects and Future Attendance Boundary Studies
6. Memo from Superintendent of Planning and Facilities
   Re: Annual Energy Management Report - 2019-2020
7. Memo from Superintendent of Finance and Administration
   Re: Audited Consolidated Financial Statements for the Year Ended August 31, 2020

M. New Business

N. Notice of Motions

O. Confirmation of Action Report - November 10, 2020

P. Enquiries | Administrative Announcements

Q. Adjournment

Information Items:

- Delegation & Public Session Presentation Guidelines
- Frequently Used Acronyms
- Board of Trustee Contact Information
- Procedural By-Laws

MEMO

Re: **Take Our Kids To Work Day and OCSB Career Week**

To: Mark D. Mullan, Chairperson, and Members of the Board of Trustees

From: Debbie Frendo, Superintendent, Student Success, Intermediate/Secondary

Date: November 17, 2020

Every year, in early November, our grade 9 students participate in Take Our Kids to Work Day, an annual career exploration event. In a normal year, our students would accompany their parents or family friends to work for a day to experience a day in the life of a working person. As well, during the same week in November, all students participate in OCSB Career Week, a week of events and information dedicated to raising awareness of the career options available to them.

Because of the restrictions imposed by the pandemic, both of these events were done online this year. Our Specialized Pathways team, comprised of Sarah Abrams, Consultant of Guidance and Pathways, Katie Lewis-Prieur, Experiential Learning Consultant, and Deb Lawlor, Coordinator of Student Success, facilitated an amazing line-up of online experiences for our students.

Katie Lewis-Prieur, Deb Lawlor and I are pleased to present the activities and presentations that were enjoyed by our OCSB students and staff during the week of November 2nd-6th.

Presentation

D Frendo

Debbie Frendo, Superintendent
DF/kd
Ref: Regular Board Meeting, November 24, 2020

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MEMO

Re: **Approved Minutes of Audit Committee Meeting-Regular Session-September 15, 2020**

To: Mark D. Mullan, Chairperson, and
Members of the Board of Trustees

From: Lisa Schimmens, Superintendent of Finance and Administration

Date: November 18, 2020

Please find below a link to the Minutes for the Regular Session of the Audit Committee Meeting, which was held on September 15, 2020.

I will be presenting the above report to the Board of Trustees on November 24, 2020. I would be pleased to respond to any questions that the Board members may have at that time.

RECOMMENDATION:

THAT the Memorandum from the Superintendent of Finance and Administration dated November 18, 2020 containing the September 15, 2020 Audit Committee Meeting Minutes for the Regular Session, be received.

Lisa Schimmens, Superintendent

LS:jc
Attachment - Approved Regular Minutes-Audit Ctee Mtg-Sep 15-2020
Ref: Regular Board Meeting - November 24, 2020

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MEMO

Re: **Audit Committee Annual Reports for the Year Ended August 31, 2020**

To: Mark D. Mullan, Chairperson, and Members of the Board of Trustees

From: Lisa Schimmens, Superintendent of Finance and Administration

Date: November 18, 2020

The following reports are provided to the Board of Trustees in accordance with the requirements of Board policy entitled "Financial Reporting" and/or the approved annual Schedule of Financial Reports to the Board.

Please be advised that the Audit Committee, at its meeting of November 17, 2020, reviewed and approved the Audit Committee Annual Reports to both the Board of Trustees and the Ministry of Education which is an Ontario Regulation requirement. Such Annual Report to the Board is attached hereto, as well as a copy of the Annual Report to the Ministry of Education, for the review and consideration of the members of the Board.

We shall be pleased to answer any questions that Board members may have at the meeting scheduled for November 24, 2020.

RECOMMENDATIONS:

THAT the Memorandum from the Superintendent of Finance and Administration dated November 17, 2020 entitled "Audit Committee Annual Reports for the year ended August 31, 2020", be received; and

THAT the Audit Committee Annual Reports to both the Board of Trustees and the Ministry of Education for the year ended August 31, 2020, be received and forwarded to the Ministry of Education, as appropriate.

Lisa Schimmens, Superintendent

LS:jc
Enclosed: Annual Report to the Board of Trustees
Annual Report to the Ministry of Education
Ref: Regular Board Meeting - November 24, 2020

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MEMO

Re: **Special Education Advisory Committee (SEAC)**
Change in Association Representative and Alternate Roles

To: Mark D. Mullan, Chairperson, and Members of the Board of Trustees

From: Manon Seguin, Superintendent, Special Education and Student Services

Date: November 10, 2020

Autism Ontario has advised that the Ottawa Chapter of Autism Ontario Representative and Alternate on the Ottawa Catholic School Board's Special Education Advisory Committee have changed. The changes are indicated below and are submitted for your consideration and approval:

Name	Current Role	New Role
Natasha Ell Saunders	Representative, Autism Ontario Ottawa Chapter	Alternate, Autism Ontario Ottawa Chapter
Anne Jovanovic	Alternate, Autism Ontario Ottawa Chapter	Representative, Autism Ontario Ottawa Chapter

Autism Ontario, November 4, 2020 Correspondence

RECOMMENDATION:

THAT the Memorandum from the Superintendent of Special Education and Student Services dated November 10, 2020 advising of changes to the Representative and Alternate for Autism Ontario Ottawa Chapter on the Special Education Advisory Committee (SEAC), be approved.

Manon Séguin

Manon Séguin, Superintendent
MS:cm
Ref: Regular Board Meeting, November 24, 2020

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MEMO

Re: **International Students - Marketing with a 3D Virtual Tour**

To: Mark D. Mullan, Chairperson, and Members of the Board of Trustees

From: Ben Vallati, Superintendent, Continuing and Community Education

Date: November 18, 2020

Chantal MacDonald, Marketing Specialist, will be joining me for the November 24th Board of Trustees meeting to demonstrate an innovative approach to promoting the Ottawa Catholic School Board. The ongoing pandemic has challenged us to think creatively about how we promote our school board to attract international students. We will demonstrate a 3D Virtual Tour of St. Mother Teresa Catholic High School which was created to promote the Ottawa Catholic School Board and help students visualize themselves in our schools.

St. Mother Teresa 3D Virtual Tour

RECOMMENDATION:

> **THAT the Memorandum from the Superintendent of Continuing and Community Education dated November 18, 2020 entitled "International Students - Marketing with a 3D Virtual Tour" be received.**

B Vallati

BV/mk
Ref: Regular Board Meeting November 24, 2020

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MEMO

Re: **System Class Updates During the Pandemic**

To: Mark D. Mullan, Chairperson, and Members of the Board of Trustees

From: Manon Seguin, Superintendent, Special Education and Student Services

Date: November 18, 2020

System class placements are an important part of the pre-school startup with placement meetings for the following school year held the preceding Spring. The school closures in the Spring of 2020 did not halt the work of our Special Education Consultants and Special Education and Student Services teams. System class placement meetings and processes continued in August so that students would be well supported during this most unusual school year. All system classes are running in-person, with the exception of our PGL classes that are running virtually this year.

Dr. Elizabeth Paquette, Mental Health Lead, and Joan Barry, Principal, Special Education and Student Services, will join me at the November 24th Board of Trustees meeting to share updates on our system classes during the pandemic.

System Class Updates During the Pandemic

RECOMMENDATION:

THAT the Memorandum from the Superintendent of Special Education and Student Services dated November 18, 2020 providing system class updates during the pandemic, be received.

Manon Séguin, Superintendent
MS:cm
Ref: Regular Board Meeting, November 24, 2020

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MEMO

Re: **Kindergarten Registration 2021-2022**

To: Mark D. Mullan, Chairperson, and
Members of the Board of Trustees

From: Shelley Montgomery, Superintendent of Elementary Student Success

Date: November 17, 2020

Kindergarten registration for the 2021-2022 school year is the week of January 11th - 15th, 2021

By offering Kindergarten registration early, we will have the opportunity to develop a relationship with our new families. Our goal is to provide valuable resources to help prepare families for this significant next step in their child's journey.

Our Kindergarten Awareness Campaign starts in January and continues through to September 2021.
These include:

- Online registration primarily, with an option for a mail-in package sent by Admissions
- 3D Classroom visit experience available to parents while completing the online registration
- Creation of a digital "Welcome" booklet/package that will be distributed to each family
- Social Media Snippets - short video messages about "How to prepare for Kindergarten" sent all year long
- Welcome to Kindergarten Evenings - format to be determined
- Family Welcome Centre - ongoing registration for families throughout the calendar year
- Summer Registration Centre - registration for families in July and August

The Communications Department ensures that information about Kindergarten Registration, Admissions and the Family Welcome Centre for Newcomers is accessible on OCSB websites, OCSB social media channels as well as community digital and traditional media platforms. Schools also raise awareness of registration with their own communication to the communities.

We look forward to this exciting time in welcoming new families and children to the Ottawa Catholic School Board.

I will be happy to answer any questions Trustees may have.

<u>RECOMMENDATION:</u>

> **THAT the Memorandum from the Superintendent of Student Success Elementary, dated November 17, 2020, entitled "Kindergarten Registration 2021-2022" be received.**

Shelley Montgomery

Shelley Montgomery, Superintendent
SM/vl
ref: Regular Board – November 24, 2020
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MEMO

Re: **Policies and Procedures Timelines, 2020-2021**

To: Mark D. Mullan, Chairperson, and Members of the Board of Trustees

From: Mary Donaghy, Associate Director of Education

Date: November 18, 2020

Our Board has established a policy review process to allow students, parents, staff, and members of the OCSB community to submit feedback regarding Board policies currently under review. I am attaching a link to our Board website which outlines the policy review process for the public and states the policies currently under review.

Timelines for review of Policies and Procedures for the 2020-2021 academic year are:

Date	Process
Monday, January 18, 2021	Draft policies due with online updates
Monday, January 25, 2021	Executive Committee review
Thursday, February 18, 2021 (evening)	Policies and Procedures Steering Committee review
Tuesday, April 13, 2021	Trustee Policy Input Session
Tuesday, May 11, 2021	Final Trustee review
Tuesday, May 25, 2021	Board approval
June 2021	System distribution and website updates

RECOMMENDATION:

> **THAT the memorandum from the Associate Director of Education, dated November 18, 2020, and entitled "Policies and Procedures Timelines, 2020-2021" be received.**

Mary Donaghy

Mary Donaghy
Associate Director of Education

MD:bp
Ref: Regular Board Meeting, November 24, 2020
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MEMO

Re: **Approved Capital Projects and Future Attendance Boundary Studies**

To: Mark D. Mullan, Chairperson, and Members of the Board of Trustees

From: Miro Vala, Superintendent of Planning & Facilities

Date: November 16, 2020

In late September of 2019 the Board requested funding from the Ministry for the following six capital priorities:

i) a new elementary school in the Findlay Creek Community;
ii) a new elementary school in the Fernbank development area;
iii) a new consolidated elementary school to serve the student populations of St. Rita School and St. Augustine School located on the OCDSB's McGregor Easson site;
iv) a six-classroom addition to St. James School;
v) a new elementary school in the Barrhaven South (Half Moon Bay) area; and
vi) a ten-classroom addition to St. Philip School in the Village of Richmond.

On July 24, 2020, we received notice from the Province that capital funding had been approved for the construction of a six classroom addition to St. James School.

In October 2020, we received further notice that capital funding has been provided for the construction of new elementary schools in the Fernbank development and in the Barrhaven South area.

All three of the approved projects will require the completion of local attendance boundary studies prior to opening.

St. James School Addition Attendance Boundary Revision

This project will provide much needed additional instructional space in the Bridlewood section of Kanata South.

An attendance boundary revision to reduce accommodation pressures at St Anne School, and better balance enrolment between St James School and St Anne School in the longer term, is required to be completed as part of this project.

This capital project will include the construction of an addition, and the completion of interior renovations and facility renewal improvements to the school. Construction of the addition is preliminarily scheduled to commence on site in the fall of 2021, and be completed for September 2022.

We intend to bring a consultation study report forward to the Board for approval in January 2021. The report will include a timeline for the process, a proposal for changes to the two schools' attendance boundaries, and a date for a public meeting. Given the pandemic measures that are currently in place, engagement and consultation with the school communities will likely have to be conducted virtually. The process is expected to take place during the winter and spring of 2021.

Schools impacted by this future study are St. James School and St. Anne School. Students attending both schools are directed to Holy Trinity High School for grades 7 to 12.

New Fernbank Elementary School Attendance Boundary Study

The opening of a new elementary school to serve students in the developing Fernbank Community is a project which is urgently required. Capital funding was received for the construction of a 507 pupil place school and a 39 space child care centre.

A majority of the students currently residing in the Fernbank development are accommodated at St. Martin de Porres School in the Glen Cairn neighborhood of Kanata South. Smaller portions are directed to Holy Spirit School and Guardian Angels School in Stittsville.

Enrolment at St. Martin de Porres School is currently close to 700 students in a facility with a Ministry rated capacity of 352 pupils. Although this year is a unique one in terms of our need to accommodate students on site, the school is identified to require the use of 13 portables. Infrastructure for the placement of additional portables is being added to the site in order to accommodate continued enrolment growth in advance of the opening of the new school.

Given the timing and location of residential development, a small number of Fernbank area students are currently at Guardian Angels School and Holy Spirit School. Student numbers generated from the development will increase over time.

The site which will contain the new school is approximately seven acres in size and was purchased by the Board in 2018. The property is located in the southern part of the development at the southwest corner of Cope Drive and Defence Street.

At this point in time, construction is anticipated to commence in March 2022 and be completed for a school opening date of September 2023.

Secondary school students residing within the Fernbank development area are directed to more than one high school (similar to the situation at elementary). Most students are directed to Holy Trinity HS, with a portion residing west of Robert Grant Avenue directed to Sacred Heart HS. The secondary designation for students attending the new school will be determined as part of the study.

Schools potentially impacted by the study therefore include St. Martin de Porres, Guardian Angels, Holy Spirit, Holy Trinity HS, and Sacred Heart HS.

In order to ensure that students and families are provided with sufficient notice, a New Fernbank elementary school boundary study is expected to take place during the 2021-2022 school year.

New Barrhaven South (Half Moon Bay) Elementary School Attendance Boundary Study

The opening of a new elementary school will reduce enrolment pressures at existing schools and stabilize elementary accommodation in the longer term within the larger Barrhaven South development area.

Capital funding was received for the construction of a 507 pupil place school and a 39 space child care centre.

The new school will impact the attendance boundaries of St. Benedict School and St. Cecilia School, both located within Barrhaven South. We expect to be able to accommodate students at those sites in advance of the opening of the new school building through the use of portable classrooms.

At this point in time, construction is anticipated to commence in March 2022 and be completed for a new school opening in September 2023.

The site which will contain the new school is not owned by the Board currently. The Board does have a block of land designated for a future elementary school located north of Cambrian Road and west of the future realigned Greenbank Road.

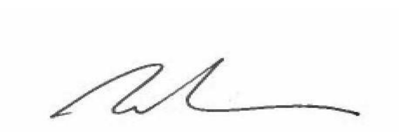
All students attending the new elementary school will be directed to St. Joseph High School.

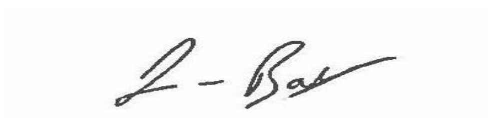
In order to ensure that students and families are provided with sufficient notice, a New Half Moon Bay elementary school study is expected to take place during the 2021-2022 school year.

Please see the attached slidedeck for more information.

RECOMMENDATION:

> **THAT the Memorandum from the Superintendent of Planning & Facilities entitled "Approved Capital Projects and Future Attendance Boundary Studies" dated November 16, 2020, be received.**





Miro Vala Superintendent of Planning and Facilities	Ian Baxter Manager of Planning and Construction

Ref: Regular Board Meeting (November 24, 2020)

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MEMO

Re: **Annual Energy Management Report - 2019-2020**

To: Mark D. Mullan, Chairperson, and Members of the Board of Trustees

From: Miro Vala, Superintendent of Planning & Facilities

Date: November 16, 2020

The purpose of this report is to provide the Board of Trustees with our annual report on energy management and conservation achievements. From the start of our Energy Management Plan in 2005, our program continues to be successful and thrive as a result of behavioural and operational practices within our schools, and benefits from the investments into facility renewal and new energy efficiency technologies by increasing efficiency and reducing consumption. As a result of these best practices and initiatives, we now consume 30% less electricity and 26% less gas annually, from our baseline year of 2003-2004.

Through our conservation program, we have been able to avoid $4.9M in utility costs this past year and nearly $42.6M in electricity and natural gas costs over the past 15 year period. This impressive total cost avoidance was achieved despite the increases in electricity prices by 200% and new schools construction and portable acquisitions to increase in floor space by 11% during that time period.

The benefits from reducing fossil fuel and electrical consumption translates into reduced greenhouse gas emissions and helps to offset the negative impact of climate change. As a result of the Board's energy management plan, the reduction of CO2 gas emissions can be compared to the equivalent to eliminating the carbon footprint of nearly 14,000 cars on the road.

The past 2019-20 school year weather consisted of a slightly warmer heating season with a modest 3.62% increase in heating degree days. A warmer than normal summer contributed to a higher cooling demand which reflected in an increase by 42% additional cooling degree days. To compound additional heating and cooling demands on our budget, the Board added 37,165 square feet of educational space (Holy Redeemer addition and 20 portables) in 2019/20. One major offset to the higher cooling energy consumption is largely due to the COVID-19 pandemic which shuttered our schools in April, May and June. By having our schools closed during the spring, we were able to reduce electricity consumption by 15.81% ($530,425). The reduced occupancy of our schools reflected in skewed consumption data and contributed to significant utility savings through the spring and summer. Natural gas consumption was also reduced by 16.98% ($260,748) and water consumption decreased by 21% for a savings of $37,660. Although there were many investments made to reduce utility consumption over the previous year, these savings were overshadowed by the impact of COVID-19 school closures.

On an additional positive note, we continue to benefit from revenue related to the solar installations at St. Mother Teresa, St. Patrick's HS, St. Gabriel and St. Dominic. This year, solar power generated $173,757 in revenue.

2020/21 Energy Management Targets

As success accumulates, the achievement of energy targets will continue to rely largely on sustaining operational and behavioural practices and on innovative capital improvement projects. As we continue to build new schools and add the extra costs to operate more facilities, it is becoming increasingly difficult to achieve significant operational savings. Our target this year is for a modest increase of 13,683 kW/h in electricity consumption ($2,465) and a 7,152 M^3 increase in natural gas consumption ($2,075) largely due to an increase in square footage and 2,619 M^3 decrease in water consumption ($12,727) attributed to plumbing upgrades in 2019-20 and a decrease in our water flushing program.

Green Energy Act and Awards

Ontario Regulation 397/11 under the *Green Energy Act 2009* requires public agencies—municipalities, municipal service boards, school boards, universities, colleges and hospitals—to report on their **energy consumption and greenhouse gas (GHG)** emissions annually beginning in 2013 and to develop and implement energy **Conservation and Demand Management (CDM)** plans starting in 2014.

The provision and expansion of the Utility Consumption Database (UCD) for Ontario District School Boards in 2014 has proven to be a valuable energy management tool for school boards, allowing them to monitor their historic energy consumption on a site-by-site basis. The Ministry of Energy has acknowledged the UCD's valuable role in assisting school boards complete their Annual Energy Consumption and Greenhouse Gas Emissions report and its on-going role in assisting boards to meet the Green Energy Act reporting requirements.

These provincially required reports are posted to our internet and intranet sites in compliance with the regulations.

The Sustainable Schools program is recognized by the Ministry of Education, ranking all 72 school boards for their electricity and natural gas potential savings. The Annual Energy Consumption and Greenhouse Gas Emissions Report ranked the OCSB as one of the top performing boards in the province for the first three years of ranking. For the recent reporting period we are number three (3) in the May 2020 announcement.

The Conservation and Demand Management plan 2013-14 through 2017-18 was successful in achieving 75% of our Cumulative Energy Intensity Conservation Goal - Weather Normalized. The CDM plan for 2018-19 to 2023-24 has a cumulative energy intensity conservation goal of 26% reduction. For example, achieving a 26% reduction in energy intensity over 5 years may seem daunting but saving 5% in the first year, 6% in the second year etc. may appear more manageable and realistic and will allow for annual tracking towards meeting the overall target.

Our ability to implement the strategies proposed in our five year Energy Management Plan relies on continued renewal funding expected for each of the five years covered by our plan. The federal government has been working with the province to reinvest the carbon taxes collected over the past year. It is expected that there will be an upcoming announcement much like in past years for greenhouse gas emission reduction projects.

Sustainability

There are numerous factors listed below that either increase or limit our ability to achieve the forecasted Conservation Goal. Additional risk to the effectiveness of our plans is being stressed by the current COVID-19 pandemic and the impact that it has on the operations of our schools. To maintain current utility expenditures for electricity, natural gas and water we have managed to strategically decrease our consumption every year.

COVID-19 Additional Ventilation requirements

With added health and safety measures mandated by the provincial government, the coming year will have significant demands placed on extended operations of our HVAC and ventilation systems. With the additional equipment run times and added outdoor air requirements, it is expected that the coming year will have substantially increased energy usage to meet those demands.

Before and After School Programs

These programs were implemented to support the introduction of FDK spaces. However, Before and After School Programs require a facility's HVAC system to operate for an extended period of time on a daily basis, which increases overall energy intensity. Some of these after hours programs have been reduced during the pandemic but are expected to resume to normal levels in the coming years.

Community Use of Schools

The Ministry of Education introduced funding to all school boards so they can make school space more affordable for use after hours. School space is typically available to not-for-profit community groups at reduced rates, outside of regular school hours. As a result of this funding, the use of spaces in schools, typically gymnasiums and learning commons, increased to maximum utilization up until the time that the pandemic closed schools to the public in March 2020. The use of these spaces during non-school hours typically requires a facility's HVAC system to operate for an extended period of time on a daily basis, which increases overall energy intensity. With the ongoing measures associated with the pandemic, the suspension of rentals will have an offsetting effect on the ventilation enhancement measures being put into place during the school day. Once Community of Use of Schools resumes back to normal operations, this will continue to have utility consumption pressures in the future.

Air Conditioning

Our schools have typically experienced increased summer use due to camp and Extended Day programs expanding in popularity. With the current pandemic, the summer use of our schools is being restricted to school programs only; this may have an unintended benefit of reduced electrical cost as schools remain closed to the public. The Planning and Facilities department has been implementing a cooling center strategy in locations with limited air conditioning by upgrading gymnasiums and Learning Commons with air conditioning. The installation of cooling system infrastructure significantly increases a facility's energy consumption. Furthermore, we are moving ahead with installing air conditioning in new portable classrooms as they are introduced into our system.

Compliance with current Ontario Building Code (OBC)

When renovations or an addition is built onto an existing school, in-place equipment such as HVAC systems, lighting etc., may be required to meet current OBC standards which results in increased energy consumption.

For example, under the OBC buildings constructed today have increased ventilation requirements meaning more outside air is brought into a facility. As a result, HVAC systems need to work longer to either heat or cool the outdoor air to bring it to the same temperature as the standardized indoor temperature for the building.

Our challenge will be to fine-tune our energy management practices while using renewal grants to improve building systems and the building envelope. We continue to aggressively retrofit or upgrade interior and exterior lights with LED technology at various schools and continue with our ongoing boiler replacement program.

With 59 schools in the EcoSchools program students and staff are continuing to develop the knowledge and skills they need to be environmentally active and responsible citizens and to apply their knowledge and skills cooperatively to effect long-term change.

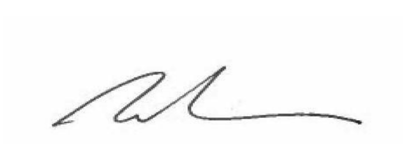
<u>Conclusion</u>

Despite the challenges of COVID-19 of last year and the time to come, the success of our Energy Management Plan is attributable to the continued collective effort of all staff and students across the Board and the fostering of an energy conservation culture to achieve a common goal in a collegial and collaborative manner. Our faith communities help encourage the culture shift that supports planet-friendly behaviour to ensure a sustainable future. Our energy management plan and related initiatives makes a substantial contribution to Be Community and Be Innovative.We are proud to be a provincial leader in energy management and conservation.

Please see the attached slidedeck for more information.

<u>RECOMMENDATION</u>:

THAT the Memorandum from the Superintendent of Planning & Facilities entitled "Annual Energy Management Report 2019-20" dated November 16, 2020, be received.



Miro Vala
Superintendent of Planning and Facilities

Ref: Regular Board Meeting (November 24, 2020)

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MEMO

Re: **Audited Consolidated Financial Statements for the Year Ended August 31, 2020**

To: Mark D. Mullan, Chairperson, and
Members of the Board of Trustees

From: Lisa Schimmens, Superintendent of Finance and Administration

Date: November 18, 2020

The following report is provided to the Board of Trustees in accordance with the requirements of Board policy entitled "Financial Reporting" and/or the approved annual Schedule of Financial Reports to the Board.

On behalf of the members of the Audit Committee (see listing below), I am pleased to report that the Committee has concluded its review of the Board's draft Consolidated Financial Statements for the year ended August 31, 2020 at its meeting of November 17, 2020.

<u>Committee Membership:</u>

Brian Coburn	Trustee (Chair of the Audit Committee)
Joanne MacEwan	Trustee
Sandra Moore	Trustee
Michel Collette	External Member
Matt Stephen	External Member

The Audit Committee met with Administration and the Board's external auditors, Deloitte LLP, represented by Doreen Hume, CPA, CA, on three occasions namely May 19, 2020, September 15, 2020 and November 17, 2020, to review the planning, conduct and results of the year end audit and to review the draft Consolidated Financial Statements.

Administration will make a short presentation to the Board on November 24, 2020 concerning highlights of the Board's Financial Statements.

Please reference the draft Consolidated Financial Statements for the year ended August 31, 2020 below. Once approved, a copy of the Financial Statements will be posted to the Board website.

Pending a satisfactory review, the following recommendation is advanced by the Board's Audit Committee for the consideration of the members of the Board.

RECOMMENDATION:

THAT the Ottawa Catholic School Board Consolidated Financial Statements for the year ended August 31, 2020, as audited and reported upon by Deloitte LLP, be approved.

Lisa Schimmens, Superintendent

LS:jc
Attachments: Draft Consolidated Annual Financial Statements
Audited Consolidated Annual Financial Statements Presentation
Ref: Regular Board Meeting - November 24, 2020

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