



Board Meeting Agenda

CEC Boardroom & Virtual Meeting | May 10, 2022 | 7:00 pm

Regular Board Meeting Agenda

May 10, 2022 | 7:00 pm

CEC Boardroom & Virtual Meeting

- A. Call to Order | [Land Acknowledgement](#) (S. Urquia, Student Trustee)
- B. Prayer | Special Intentions and/or Saint Feast Days | National Anthem
- C. Delegations
- D. Public Session
- E. Approval of Agenda
- F. School | Student | Department Profile
 - 1. Memo from Superintendent of Human Resources
Re: [School Profile - All Saints - Ukraine fundraiser](#)
- G. Declaration of Conflict of Interest
- H. Confirmation of Minutes
 - 1. Regular Board Meeting - [April 26, 2022](#)
- I. Unfinished Business from Previous Meetings
- J. Trustee Motions
- K. Presentation and Consideration of Committee Reports
- L. Presentation and Consideration of Staff or Trustee Reports
 - 1. Memo from Superintendent of Leading and Learning
Re: [Ottawa Catholic School Board - Indigenous Student and Family Support Worker](#)
 - 2. Memo from Superintendent of Student Success, Intermediate/Secondary
Re: [Inspire Your Future, Transform Your World - "Tech on Wheels" Trailer](#)
 - 3. Memo from Director of Education
Re: [Big Shout Out - Big Brothers, Big Sisters of Ottawa](#)
 - 4. Memo from Superintendent of Planning and Facilities
Re: [Portable Requirements for the 2022-2023 School Year](#)
 - 5. Memo from Chairperson of the Board of Trustees
Re: [Revised Board Procedural By-Law: 2.04, 3.02 and 3.20 Inaugural & Annual Meeting](#)

6. Memo from Superintendent of Finance and Administration

Re: [2022-2023 Preliminary Budget Information](#)

M. New Business

N. Notice of Motions

O. Confirmation of Action Report - [April 26, 2022](#)

P. Enquiries

Q. Administrative Announcements

R. Adjournment

Information Items:

- [Delegation & Public Session Presentation Guidelines](#)
- [Frequently Used Acronyms](#)
- [Board of Trustee Contact Information](#)
- [Procedural By-Laws](#)



Re: School Profile - All Saints - Ukraine fundraiser

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

From: Steve McCabe, Superintendent, Human Resources

Date: May 4, 2022

At the meeting of May 10, 2022 Ryan Larose, Principal of All Saints High School, Carolyn Dyer, 9-12 Visual Arts Teacher and Katherine Justin, grade 10 student, will be presenting information to the Board of Trustees on the school's recent fundraiser for Ukraine.

By holding this fundraiser for an important global cause the students were a strong example of the Board priorities to; *Be Community, Be Well, Be Innovative*. They will be pleased to respond to any questions that the Board members may have.

[Presentation](#)

RECOMMENDATION:

THAT the Memorandum from the Superintendent of Human Resources dated May 4, 2022, entitled School Profile - All Saints - Ukraine fundraiser, be received.

Steve McCabe,
Superintendent of Human Resources & All Saints Family of Schools

SM:kd

Ref: Regular Board, May 10, 2022

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Re: Ottawa Catholic School Board - Indigenous Student and Family Support Worker

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

From: Debbie Kealey, Superintendent, Leading & Learning

Date: May 4, 2022

New to our board this year is the position of Indigenous Student and Family Support Worker. This position is funded by the Board Action Plan for Indigenous Education.

Heather Godin was the successful candidate for this inaugural position and works in collaboration with our Indigenous Education Lead, Alanna Trines. Heather provides support, advocacy and advisory services to our Indigenous students and families at K-12 schools. As an integral member of our team, Heather is supporting academic achievement with the goal of increasing graduation rates and the successful transition to post-secondary education or the labour market for our Indigenous students.

We are grateful to Board members for allowing us the opportunity to present an overview of this position at the meeting on May 10, 2022. Alanna Trines and Heather Godin will join me at the meeting and we are looking forward to sharing more information about this position..

[Slide Deck](#)

RECOMMENDATION:

THAT the Memorandum from the Superintendent of Leading & Learning dated May 4, 2022 entitled "Ottawa Catholic School Board - Indigenous Student and Family Support Worker" be received.

Debbie Kealey, Superintendent

DK/kw

Ref: Regular Board May 10, 2022

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Re: Inspire Your Future, Transform Your World - “Tech on Wheels” Trailer

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

From: Sean Kelly, Superintendent, Student Success, Intermediate/Secondary

Date: May 4, 2022

The Intermediate/Secondary Student Success Department would like to share the excitement around our new “Tech on Wheels” Trailer which is travelling to schools to allow students to experience the skilled trades. We further expect this opportunity will encourage students to consider taking tech courses and enroll in the Specialist High Skills Major (SHSM) and Ontario Youth Apprenticeship (OYAP) programs in their schools. The **Inspire your Future, Transform Your World** interactive experience showcases the exciting technological innovations that are transforming careers.

Deb Lawlor, Coordinator of Student Success, and Mario Francoeur, Educational Consultant, will explain the idea for the “Tech on Wheels” trailer and how this will engage and excite students about the possibilities of the speciality programs in their schools in which they can participate that will prepare them for success in their future career.

[Presentation](#)

RECOMMENDATION:

THAT the Memorandum from the Superintendent of Student Success, Intermediate/Secondary, dated May 4, 2022 entitled “Inspire Your Future, Transform Your World - “Tech on Wheels” Trailer” be received.

Sean Kelly, Superintendent

SK/kd

Ref: Regular Board Meeting, May 10, 2022

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Re: Big Shout Out - Big Brothers, Big Sisters of Ottawa

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

From: Thomas D'Amico, Director of Education

Date: May 4, 2022

The Big Brothers Big Sisters of Ottawa (BBBSO) held their annual celebration of the “who’s who” of Big Brothers Big Sisters of Ottawa at their Big Shout Out meeting on Monday, May 2nd. The Big Shout Out awards celebrate the mentoring relationships as well as recognize the community supporters. Our partnership with BBBSO encompasses many schools and is flourishing even in pandemic times.

At the ceremony, St. Cecilia School Principal, Jody Prevost, was presented with the School of the Year Award, recognizing the school that has shown outstanding support of BBBSO site-based programs. The In-School mentoring program provides children with another adult role model and friend to talk to each week. It is a great opportunity to build a lasting friendship that will shape the lives of both people involved. Little are students that would benefit from the personalized attention of a Big as a role model who could encourage them and increase their confidence. At St. Cecilia this year, over 30 students were matched in this program.

Ruth Peddle, an educator at St. Luke, Nepean, received the Outstanding School Liaison Award. Ruth will be present at the board meeting to share her experiences as a School Liaison and to describe how BBBSO is making a difference in the lives of youth at the school.

[Presentation](#)

Recommendation

THAT the Memorandum from the Director of Education, dated May 4, 2022, entitled Big Shout Out - Big Brothers, Big Sisters of Ottawa, be received.

TD:sd

Ref: Regular Board meeting, May 10, 2022

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Re: Portable Requirements for the 2022-2023 School Year
To: Mark D. Mullan, Chairperson, and Members of the Board of Trustees
From: Miro Vala, Superintendent of Planning & Facilities
Date: May 4, 2022

The purpose of this memo is to provide the Board with a report on anticipated portable classroom needs at schools for the coming 2022-2023 school year.

As a result of a continued growth in student enrolment, we are experiencing an increase in the need for temporary accommodation. In areas where residential development is generating a requirement for new schools and additional instructional space, portable classrooms are needed until that infrastructure can be built and occupied by students.

Over the past few months Planning and Facilities staff have worked with Principals in reviewing the projected need for portables at schools for September 2022. This work included an examination of sites where there is a need for additional portables, and also where surplus units are available.

Although the continuation of virtual learning will assist schools with some of their on the ground needs, we are including some contingency within our allocations in order to ensure that we have sufficient flexibility for the entirety of the 2022-2023 school year.

At this point in time, additional portables are projected to be required at the following 11 schools:

St. Benedict	3 (a total of 14 on site)
Our Lady of Wisdom	1 (a total of 2 on site)
St. Martin de Porres	1 (a total of 18 on site)
St. Rose of Lima	1 (a total of 3 on site)
St. Leonard	1 (a total of 6 on site)
St. Kateri Tekakwitha	3 (a total of 7 on site)
Holy Spirit	1 (a total of 2 on site)
St. Brigid	1 (a total of 1 on site)
Holy Trinity HS	3 (a total of 12 on site, plus the existing port-a-pak)
St. Francis Xavier HS	3 (a total of 10 on site)
Sacred Heart HS	1 (a total of 22 on site)
Total Required	19

Of the 19 required portables noted above, 12 will be moved from existing sites: five from St. Anne Elementary School; four from St. Emily Elementary School; one from St. Bernard Elementary School; one from Our Lady of Peace Elementary School; and one from Holy Cross Elementary School.

The remaining seven will be provided via the purchase of the ten new units that was approved by the Board in January. These new portable classrooms are currently anticipated to be available for placement on sites for September 2022.

This will leave three portables available to meet additional classroom needs at schools, should they arise during the lead up to September or in the fall.

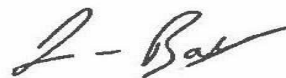
As is typical for this process, it may be necessary to amend the above identified school needs as enrolments and the organization of classes are refined for September 2022. Planning and Facilities staff will work with school Principals and the Human Resources Department to manage any required adjustments.

RECOMMENDATION:

THAT the Memorandum from the Superintendent of Planning and Facilities dated May 4, 2022, entitled “Portable Requirements for the 2022-2023 School Year” be received.



Miro Vala
Superintendent of Planning and Facilities



Ian Baxter
Manager of Planning and Construction

Ref: Regular Board Meeting May 10, 2022

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Re: Revised Board Procedural By-Law: 2.04, 3.02 and 3.20 Inaugural & Annual Meeting

To: Members of the Board of Trustees

From: Mark D. Mullan, Chairperson

Date: May 10, 2022

The revision of By-Law 2.04, 3.02 and 3.20. is required based on the recent amendment made to the *Municipal Elections Act, 1996 Section 6 (1)*.

2.04	The Inaugural Meeting of a newly-elected Board shall be held on the first Tuesday of December at 19:00 hours November 15 in the year of a regular election or, during the week of November 15 unless a different day and hour have been decided upon by the Board. The Annual General Meeting of a Board previously elected shall follow the same schedule as the Inaugural Meeting unless a different day and hour have been decided upon by the Board.	Inaugural/ Annual Meeting Day and Time
3.02	The Regular Board Meeting on the second Tuesday in March will be cancelled should it fall during the March Break. During the months of July and August, Regular Meetings shall not be held unless otherwise decided by a motion of the Board or at the call of the Chair. During the month of December November the two board meetings will be the Annual General Meeting as per Procedural By-Law 2.04 followed by the fourth Tuesday of November. makes provision for the Annual General Meeting (or Inaugural Meeting of a newly elected Board) to be held on the first Tuesday of December. A Regular Meeting of the Board will take place on the third Tuesday of December.	March Break Summer Meetings December Meetings November Meetings
3.20	The Board shall meet as a Committee of the Whole in a Closed Session as required on the fourth Tuesday of each month, with the exception of December, to be scheduled to commence prior to the any Regular Board Meeting as required , and at any other time	Closed Session

	for urgent matters at the call of the Chair/Board. In keeping with By Law 2.04 and subject to By Law 3.02, the Board shall meet as a Committee of the Whole in a Closed Session on the third Tuesday of December, to be scheduled to commence prior to the Regular Board Meeting.	
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Recommendation:

THAT the Memorandum from the Chairperson dated May 10, 2022 entitled Revised Board Procedural by-Law: 2.04, 3.02 and 3.20 Inaugural & Annual Meeting date be received and,

THAT the Procedural By-Law outlined in this memo be approved.



MM/hc

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Re: 2022-2023 Preliminary Budget Information
To: Mark D. Mullan, Chairperson, and
Members of the Board of Trustees
From: Lisa Schimmens, Superintendent of Finance and Administration
Date: May 4, 2022

Further to my March 8, 2022 Board Meeting memorandum regarding the format and content of the proposed 2022-2023 Budget and discussion, I am pleased to provide the following information:

1. For the consideration of the members of the Board, the following sections of the 2022-2023 Preliminary Budget have been hyperlinked below:
 - [Section G - Expenditures Other - Summary by Functional Area](#)
 - [Section G - Expenditures Other - Departmental Initiatives or Activities](#)
 - [Section H3 - Other Revenue](#)
2. I will be joined by Shelley Donnelly, Manager of Finance and Wendy Donker, Controller of Finance and Budget at the meeting of May 10, 2022. A presentation of the above information will be provided to Trustees at that time for review and discussion.

The remaining sections of the Board's budget will be provided electronically when available for the future Board meetings at which time the Preliminary Budget will continue to be deliberated upon.

RECOMMENDATION:

THAT the Memorandum from the Superintendent of Finance and Administration dated May 4, 2022, entitled "2022-2023 Preliminary Budget Information" and accompanying budget documentation, be received.

Lisa Schimmens, Superintendent

LS:jc

Ref: Regular Board Meeting - May 10, 2022

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