



Board Meeting Agenda

CEC Boardroom & [Virtual](#) Meeting | October 29, 2024 | 7:00 pm

Regular Board Meeting Agenda

October 29, 2024 | 7:00 pm

CEC Boardroom & [Virtual](#) Meeting

- A. Call to Order | [Land Acknowledgement](#) (K. Sivapalan, Student Trustee)
- B. Prayer | Special Intentions | [National Anthem](#) | [Saint Feast Days](#)
- C. Delegations
- D. Approval of Agenda
- E. School | Student | Department Profile
 - 1. Memo from Director of Education
 - Re: [CEFO Donation from St. Brigid's Camp](#)
- F. Declarations of Conflict of Interest
- G. Confirmation of Minutes
 - 1. Regular Board Meeting - [October 15, 2024](#)
- H. Unfinished Business from Previous Meetings
- I. Presentation and Consideration of Committee Reports and Student Trustees Reports
 - 1. Memo from Trustee Brian Coburn, Chair of Audit Committee
 - Re: [Minutes of Audit Committee Meeting \(Regular Session\) September 17, 2024](#)
 - 2. Memo from Trustee Brian Coburn, Chair of Audit Committee
 - Re: [Audit Committee Annual Report for the year ended August 31, 2024](#)
 - 3. Memo from Trustee Joanne MacEwan, Vice-President, Ottawa Student Transportation Authority (OSTA)
 - Re: [OSTA Minutes of Regular Session Meetings of August 19, 2024](#)
 - 4. Memo from Superintendent, Special Education and Student Services
 - Re: [Special Education Advisory Committee \(SEAC\) Minutes of September 18, 2024](#)
- J. Presentation and Consideration of Staff or Trustee Reports
 - 1. Memo from Superintendent, Human Resources
 - Re: [St. Gianna School Profile](#)
 - 2. Memo from Superintendent of Learning Technologies
 - Re: [International Excursion - St Paul High School](#)

3. Memo from Superintendent of Learning Technologies
Re: [International Excursions 2024-2025](#)
 4. Memo from Superintendent of Leadership and Parent Engagement
Re: [New Spiritual Theme and Resources](#)
 5. Memo from Director of Education
Re: [Artificial Intelligence \(AI\) Update](#)
 6. Memo from Superintendent Student Success Intermediate/Secondary & Superintendent, Student Success, Elementary.
Re: [2024-2025 Math Achievement Action Plan](#)
- K. New Business
- L. Notice of Motions
- M. Confirmation of [Action Report](#)
- N. Administrative Announcements
- O. Adjournment

Information Items:

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

MEMO

Re: CEFO Donation from St. Brigid's Camp

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

From: Thomas D'Amico, Director of Education and
President, Catholic Education Foundation of Ottawa (CEFO)

Date: October 24, 2024

At the October 29th Board meeting, I will be pleased to share some wonderful news about a very generous donation made by the former St. Brigid's Camp to the Catholic Education Foundation of Ottawa (CEFO).

As you may know, St. Brigid's camp closed its doors in 2023, after 50+ years of providing a camping experience to countless children, regardless of financial circumstances. The Camp was devastated by the pandemic and the following three difficult years of not operating and ongoing difficulties in securing staff.

Presenting a cheque on behalf of St. Brigid's Camp will be Joanne Cooke, Director of the Camp, and Michael E. Keeler, former Chair of the Camp Board of Directors and current Advisory Member of the St. Brigid's Camp Board.

Also in attendance are Sean Crookshank, current member of the Board of Directors, Cheryl McCleary, current social media and website coordinator, Karen Turkowsky, current Business Manager and JoAnne Monty, former Business Manager for the Camp.

We are extremely grateful to the members of the Board of Directors for this donation, which will enhance the work of CEFO, and provide many more opportunities for students to attend camp in the future.

RECOMMENDATION:

THAT the Memorandum from the Director of Education dated October 24, 2024 entitled " CEFO Donation from St. Brigid's Camp ", be received and that the donation from St. Brigid's Camp to CEFO be accepted.



TD:sd

Ref. Regular Board meeting October 29, 2024



Re: Minutes of Audit Committee Meeting (Regular Session) September 17, 2024

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

From: Trustee Brian Coburn, Chair of Audit Committee

Date: October 23, 2024

Please find below the link for the Minutes of the Regular Session of the Audit Committee Meeting, held on September 17, 2024. The Audit Committee has approved the minutes for this meeting.

[Approved Regular Session Minutes September 17, 2024](#)

RECOMMENDATION:

THAT the Memorandum from the Chair of the Audit Committee, dated October 23, 2024, containing the Approved Regular Session Minutes of the September 17, 2024 Audit Committee meeting, be received.

BC:jc

Ref: Regular Board Meeting - October 29, 2024

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Re: Audit Committee Annual Report for the year ended August 31, 2024

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

From: Trustee Brian Coburn, Chair of Audit Committee

Date: October 23, 2024

The following report is provided to the Board of Trustees in accordance with the requirements of Ontario Regulation 361/10, Audit Committees. Under this Regulation, there is a requirement for an audit committee of a board to submit to the board an annual report that includes:

- A summary of the work performed by the audit committee since the last report;
- a summary of the work performed by the regional internal audit team (RIAT) for the 2023-2024 school year;
- any enrolment audits planned by the RIAT for the 2024-2025 school year, if applicable.

Please be advised that the Audit Committee reviewed and approved the Audit Committee Annual Report at its September 17, 2024 meeting. The Annual Report to the Board is attached hereto for the review and consideration of the Board members.

We shall be pleased to answer any questions that Board members may have at the October 29, 2024 meeting.

[Annual Report to the Board of Trustees](#)

RECOMMENDATIONS:

THAT the Memorandum from the Chair of the Audit Committee dated October 23, 2024 entitled “Audit Committee Annual Report for the year ended August 31, 2024”, be received.

BC:jc

Ref: Regular Board Meeting - October 29, 2024

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Re: OSTA Minutes of Regular Session Meetings of August 19, 2024

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

From: Trustee Joanne MacEwan, Vice-President, Ottawa Student Transportation Authority (OSTA)

Date: October 24, 2024

The purpose of the Ottawa Student Transportation Authority (OSTA) is to facilitate and ensure the provision of safe, reliable and efficient transportation services to eligible students of both the Ottawa Catholic School Board and the Ottawa-Carleton District School Board.

The Ottawa Catholic School Board's representatives on the OSTA Board of Directors include: Trustee Joanne MacEwan, Vice-President of OSTA Board of Directors; Trustee Cindy Simpson; and Trustee Eugene Milito and Trustee Scott Phelan, Alternate Trustees; Tom D'Amico, Director of Education; and Lisa Schimmens, Associate Director of Business Affairs.

Please find linked below the minutes of the OSTA Regular Session meetings of August 19, 2024.

[OSTA Board minutes Regular Session, August 19, 2024](#)

Recommendation:

THAT the Memorandum from Trustee Joanne MacEwan, Vice-President, Ottawa Student Transportation Authority (OSTA), dated October 24, 2024, entitled OSTA Minutes of Regular Session Meetings of August 19, 2024 be received.

JM:sd

Ref: Regular Board meeting October 29, 2024

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Re: Special Education Advisory Committee (SEAC) Minutes of September 18, 2024

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

From: Nicola Benton, Superintendent, Special Education and Student Services

Date: **October 21, 2024**

Please find attached a copy of the Minutes of the Special Education Advisory Committee Meeting held on September 18, 2024, and approved at the October 16, 2024 SEAC meeting.

SEAC Minutes of [September 18, 2024](#).

RECOMMENDATION:

THAT the Memorandum from the Superintendent of Special Education and Student Services dated October 21, 2024 and entitled Special Education Advisory Committee (SEAC) Minutes of September 18, 2024, be received.

Nicola Benton, Superintendent

NB:lk

Ref: Regular Board Meeting, October 29, 2024

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Re: St. Gianna School Profile

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

From: Debbie Kealey, Superintendent, Human Resources

Date: October 23, 2024

At the meeting of October 29, 2024, Michelle McGarry, Principal of St. Gianna School, along with grade 6 students, Elena and Sara, and Educator Alyssa Hope will be presenting information to the Board of Trustees on this new school's recent opening.

Through the excitement of starting at a newly built school, the students will share how they embrace 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 October 23, 2024, entitled St. Gianna School Profile, be received.

Debbie Kealey, Superintendent

DK:kd

Ref: Regular Board meeting, October 29, 2024

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Re: International Excursion - St. Paul High School

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

From: Geoff Edwards, Superintendent, Learning Technologies Department

Date: October 1, 2024

International excursions provide invaluable opportunities for students to broaden their horizons, develop intercultural understanding, and gain a deeper appreciation for the world around them. These immersive experiences, shared with peers and supportive school staff, foster personal growth and create lasting memories.

Ruth Boutell, Teacher at St. Paul High School, students Nathan Idone, Jose Alejandro Miguel, and Geoff Edwards, Superintendent of Learning Technologies are pleased to present the highlights of an International Excursion that 30 St. Paul High School students took to Greece and Rome March 22 - 31 2024.

[International Excursion Presentation](#)

RECOMMENDATION:

THAT the Memorandum from the Superintendent of Learning Technologies dated October 1, 2024 entitled “International Excursion - St. Paul High School” be received.

Geoff Edwards, Superintendent

GE/sz

Ref: Regular Board October 29, 2024

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Re: International Excursions 2024 - 2025

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

From: Geoff Edwards, Superintendent, Learning Technologies Department

Date: October 1, 2024

In accordance with the Field Trips and Excursions policy, a summary of all international excursions that have been reviewed and approved by the Executive Committee be received by the Board of Trustees twice a year, in June and October.

International trips for the academic year 2024-2025 that have been approved to date are summarized below. Five additional trips have been added to the summary.

[International Excursions 2024-2025 Summary](#)

RECOMMENDATION:

THAT the memorandum from the Superintendent of Learning Technologies, dated October 1, 2024, and entitled “International Excursions 2024-2025” be received.

GE/sz

Ref: Regular Board October 29, 2024

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MEMO

Re: New Spiritual Theme and Resources

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

From: Tim Slack, Superintendent of Leadership and Parent Engagement

Date: October 23, 2024

I am pleased to be joined tonight by Ashley Boivin, Coordinator of Religious Education & Family Life and Caroline Pignat, Consultant. Ashley and Caroline will provide an update on our New Spiritual Theme and share some of the resources their team has developed to support its implementation.

- [New Spiritual Theme and Resources](#)

RECOMMENDATION:

THAT the Memorandum from the Superintendent of Leadership and Parent Engagement, dated October 23, 2024, entitled “ New Spiritual Theme and Resources” be received.

Thank you,



Tim Slack, Superintendent
TS/kl

Ref: Regular Board Meeting October 29, 2024

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Re: Artificial Intelligence (AI) Update

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

From: Tom D'Amico, Director of Education

Date: October 24, 2024

This year, the Ottawa Catholic School Board has implemented AI tools for staff and students after our year of learning last year. I will be pleased to provide a brief update of the supports that are in place to continue with our implementation.

Here is a [link to a media report](#) that provided a good overview of the work that is taking place.

[Here is a link to an AI created podcast](#) that summarizes our approach to AI in our district.

Joining me at the Board meeting are Superintendent of Learning Technologies Geoff Edwards, and Learning Technologies Academic Consultants Heather Bilder and Julian Daher, who will provide a brief demonstration of the use of two of our selected tools, SchoolAI and Brisk Teaching.

[Presentation](#)

RECOMMENDATION:

THAT the Memorandum from the Director of Education dated October 24, 2024 entitled “ Artificial Intelligence (AI) Update ”, be received.

TD:sd

Ref. Regular Board meeting October 29, 2024

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Re: 2024-2025 Math Achievement Action Plan
To: Mark D. Mullan, Chairperson, and Members of the Board of Trustees
From: Sean Kelly, Superintendent, Student Success, Intermediate/Secondary
Shelley Montgomery, Student Success, Elementary
Date: October 23, 2024

Beginning in 2023/2024, the Ministry of Education implemented a Math Achievement Action Plan (MAAP) for all boards and schools in the province each year. The plan has boards and schools focusing on 3 priority action areas within Mathematics; ensuring fidelity of curriculum implementation, engaging in ongoing learning and knowing the mathematics learner. Each action area identifies strategies across board, school and classroom responsibilities.

Shelley Montgomery and I will be speaking to our MAAP for this year and the changes we have made to the format and staff support model.

[Presentation](#)

RECOMMENDATION:

THAT the Memorandum from the Superintendents of Student Success, dated October 23, 2024 “2024-2025 Math Achievement Action Plan” be received.

Sean Kelly, Superintendent
SK/SM/kd

Ref: Regular Board Meeting, October 29, 2024

Shelley Montgomery, Superintendent

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