



# Board Meeting Agenda

CEC Boardroom & Virtual Meeting | April 26, 2022 | 7:00 pm

# Regular Board Meeting Agenda

April 26, 2022 | 7:00 pm  
CEC Boardroom & Virtual Meeting

- A. Call to Order | [Land Acknowledgement](#) (B. Donji, 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 Continuing and Community Education  
Re: [St. Nicholas Adult High School and St. Lawrence College Partnership](#)
- G. Declaration of Conflict of Interest
- H. Confirmation of Minutes
  - 1. Regular Board Meeting - [April 12, 2022](#)
- I. Unfinished Business from Previous Meetings
- J. Trustee Motions
- K. Presentation and Consideration of Committee Reports
  - 1. Committee of the Whole Board - April 26, 2022
  - 2. Memo from Superintendent of Special Education and Student Services  
Re: [Special Education Advisory Committee \(SEAC\) Minutes February 16, 2022](#)
- L. Presentation and Consideration of Staff or Trustee Reports
  - 1. Memo from Superintendent of Student Success, Elementary  
Re: [Learning Partner Role](#)
  - 2. Memo from Superintendent of Continuing and Community Education  
Re: [Catholic Education Week 2022](#)
  - 3. Memo from Superintendent of Leading and Learning  
Re: [Demographic Data Gathering, OCSB Student Census - Tell us about Yourself!](#)
  - 4. Memo from Superintendent of Planning and Facilities  
Re: [Award of Contract - New Fernbank Elementary School](#)

5. 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 12, 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: St. Nicholas Adult High School and St. Lawrence College Partnership**

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

**From:** Ben Vallati, Superintendent, Continuing and Community Education

**Date: April 20, 2022**

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Along with Don Murphy (Principal, St. Nicholas) and Desirée Imeish (Employment Consultant for St. Lawrence College), I am pleased to present information on the partnership between St. Nicholas Adult High School and St. Lawrence College Employment Services Ottawa.

This partnership is designed to provide support to adult learners, and assist with making connections with employers, as they transition from school to the workplace. It is a true example of how staff from both organizations have used creativity and dedication to exemplify the Board commitments of Be Community, Be Well, and Be Innovative.

[St. Nicholas and St. Lawrence College Partnership](#)

**RECOMMENDATION:**

**THAT the memorandum from the Superintendent of Continuing and Community Education dated April 20, 2022 entitled “St. Nicholas & St. Lawrence College partnership” be received.**

A handwritten signature in black ink, appearing to read "Ben Vallati".

BV/nb

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**Re: Special Education Advisory Committee (SEAC) Minutes February 16, 2022**

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

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

**Date:** April 19, 2022

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Please find attached a copy of the Minutes of the Special Education Advisory Committee Meeting held on February 16, 2022, and approved, as amended, at the March 9, 2022 SEAC meeting.

SEAC Minutes, [February 16, 2022](#)

**RECOMMENDATION:**

**THAT the Memorandum from the Superintendent of Special Education and Student Services dated April 19, 2022 and entitled **Special Education Advisory Committee (SEAC) Minutes February 16, 2022**, be received.**

A handwritten signature in black ink, appearing to read "N. Benton".

Nicola Benton, Superintendent

NB:lk

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**Re: Learning Partner Role**

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

**From:** Shelley Montgomery, Superintendent of Elementary Student Success

**Date:** April 20, 2022

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I am pleased to welcome the following Learning Partners: Linda Jolicoeur (Literacy), Kim Stiff (Numeracy) and Lyne Kohut (FSL). They are joining me to describe the support they provide to educators across our entire system via their daily duties in their roles as a Learning Partner in their respective subject areas.

Given the variety of new initiatives that are regularly introduced in education, the teacher leaders who are placed in the role of 'Learning Partner' do bring job-embedded support and relief into any classroom they walk into throughout the school year.

[Learning Partner Presentation](#)

**RECOMMENDATION:**

**THAT the Memorandum from the Superintendent of Elementary Student Success dated April 20, 2022 entitled "Learning Partner Role" be received.**

A handwritten signature in blue ink that reads "Shelley Montgomery". The signature is fluid and cursive, with "Shelley" on the top line and "Montgomery" on the bottom line.

Shelley Montgomery,  
Superintendent, Elementary Student Success  
SM/vl

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**Re: Catholic Education Week 2022**

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

**From:** Ben Vallati, Superintendent, Continuing and Community Education

**Date:** April 20, 2022

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At the April 26th Board of Trustees Meeting, the co-chairs of the Catholic Education Week Committee (Deborah Langdon, Principal of St. Michael and Joseph Cinanni, Principal of St. Gemma) will join me to share information regarding Catholic Education Week. This year Catholic Education Week is celebrated in Ontario from May 1st to 6th.

This year's Catholic Education Week theme, "***Rebuild, Restore, Renew Together***", provides a wonderful opportunity for us to support our communities and demonstrate the resilience and compassion that is borne out of our faith. The Catholic Education Week Committee, with the assistance of the Ontario Catholic School Trustees' Association (OCSTA), will be providing support and suggested resources to our school communities.

[Catholic Education Week 2022](#)

**RECOMMENDATION:**

**THAT the Memorandum from the Superintendent of Continuing and Community Education dated April 20, 2021 entitled "Catholic Education Week 2022" be received.**

A handwritten signature in black ink, appearing to read "B. Vallati".

BV/nb  
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**Re:** Demographic Data Gathering, OCSB Student Census - Tell us about Yourself!

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

**From:** Debbie Kealey, Superintendent, Leading & Learning Department

**Date:** April 20, 2022

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The OCSB is committed to helping to create an inclusive and equitable environment for all students and staff. By identifying and monitoring systemic racial disparities, our school board will be better able to close gaps, eliminate barriers, and advance the fair treatment of everyone.

In 2018, the Government of Ontario issued a directive under the [Anti-Racism Act, 2017 \(ARA\)](#) to provide for the consistent collection of race-based data by designated public service organizations in the child welfare, education and justice sectors. We are required, as a school board, under the [Data Standards for the Identification and Monitoring of Systemic Racism \(ARDS\)](#), to collect both staff and student data standards. ARDS provides rules and guidance for the collection, analysis and use of data in four compulsory categories: Indigenous identity, race, ethnic origin and religion.

To realize this goal the OCSB is now working on planning the demographic data gathering process for the OCSB Student Census - Tell us about Yourself! We have established a committee chaired by our Equity Advisor, Dr. Prince Ehoro and Sean Power, Principal at St. Francis Xavier High School. The Student Census will open to parents and students on May 25, and will close on June 2, 2022. We recognize the importance and value of this process and want to ensure that sufficient time and preparation is devoted to both the communication and consultation process for both students and parents.

The purpose of enhancing data collection and performance measurement is to improve the achievement and well-being of all students and more precisely identify and address systemic barriers and disparities.

An innovative promotional plan for the [OCSB Student Census - Tell us about yourself!](#) has been developed to support participation from our parent and student community.

Dr. Ehoro, Mr. Power and I will be pleased to answer any questions that Trustees may have at the meeting on April 26, 2022.

[Slide Deck](#)

**RECOMMENDATION:**

**THAT the Memorandum from the Superintendent of Leading & Learning dated April 20, 2022 entitled “Demographic Data Gathering, OCSB Student Census - Tell us about Yourself!” be received.**



Debbie Kealey, Superintendent  
DK/kw

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**Re:** Award of Contract - New Fernbank Elementary School  
**To:** Mark D. Mullan, Chairperson, and Members of the Board of Trustees  
**From:** Miro Vala, Superintendent of Planning & Facilities  
**Date:** April 20, 2022

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On October 20, 2020, the Ministry of Education provided capital funding to the Board to support the opening of a new elementary school and child care centre in the Fernbank development area. This new school will be built on a site located at 60 Defence Street.

A formal Approval to Proceed (ATP) letter to tender the project for construction was subsequently received from the Ministry of Education in March 2022.

A construction tender process for the new school closed on April 14, 2022. Planning & Facilities staff received three (3) compliant bid submissions from pre-qualified general contractors, as follows:

Frecon Construction	\$17,193,000
Hein Construction	\$17,429,000
McDonald Brothers Construction	\$17,800,000

The low bid was received from Frecon Construction. They are a general contractor located in the Ottawa area with many years of experience in institutional projects. They have worked with the Board previously on a number of major construction projects, including most recently, the addition to St. James Elementary School.

The tender documents instructed all bidders to carry an option price for the provision of millwork. The amount that Frecon Construction included as a separate price for millwork was \$250,000, over and above the base bid price.

We have a letter of recommendation from the architect of the New Fernbank Elementary School, Pye, Richards, Temprano, and Young, recommending the award of contract to the low bidder, Frecon Construction. As required in the tender documents and project specifications, a bid bond and an agreement to bond for labour and material performance have also been received.

Staff has reviewed the low tender bid document and all is in order to support a recommendation to the Board to award a CCDC2 Stipulated Price Contract to Frecon Construction in the amount of \$17,443,000, which is within the Ministry ATP approved budget.

We continue to be on target for an opening date of September 2023 for the new school.

**RECOMMENDATION:**

**THAT the Memorandum from the Superintendent of Planning and Facilities dated April 20, 2022, entitled "Award of Contract - New Fernbank Elementary School" be received; and**

**THAT, subject to the satisfactory conclusion of certain contractual matters, the contract for construction of the New Fernbank Elementary School be awarded to Frecon Construction in the amount of \$17,443,000 plus applicable taxes.**



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Miro Vala  
Superintendent of Planning and Facilities



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Ian Baxter  
Manager of Planning and Construction

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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:** April 20, 2022

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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 C - Budget Guidelines](#)
  - [Section D - Enrolment Statistics](#)
  - [Section I - Debenture Debt Information](#)
2. A presentation of the above information will be provided to Trustees at the Board meeting of April 26, 2022 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 April 20, 2022, entitled "2022-2023 Preliminary Budget Information" and accompanying budget documentation, be received.**

Lisa Schimmens, Superintendent

LS:jc

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