



Huron-Superior Catholic
DISTRICT SCHOOL BOARD

OPEN SESSION OF THE BOARD
MEETING
WEDNESDAY, MARCH 24, 2021

AGENDA & REPORTS

MEETING TO BE HELD VIRTUALLY

via Skype for Business

STREAMED VIA YOUTUBE TO PUBLIC

7:15 P.M.

**AGENDA FOR THE OPEN SESSION BOARD MEETING OF THE
HURON-SUPERIOR CATHOLIC DISTRICT SCHOOL BOARD
ON WEDNESDAY, MARCH 24, 2021 @ 7:15 PM
via Skype for Business
STREAMED VIA YOUTUBE FOR PUBLIC**

A CALL TO ORDER

1. Acknowledgement of Traditional Lands – (Lucas)

The schools and buildings of the Huron-Superior Catholic District School Board are located on the traditional lands of Indigenous peoples who have been its stewards for thousands of years. As people who now reside in the 1850 Robinson-Huron Treaty territory, the 1850 Robinson-Superior Treaty territory and Treaty 9 territory, we have an obligation to care for the land, the waters and the air, in order that seven generations from now, the land, the waters and the air will continue to sustain life and wholeness. We give thanks to our ancestors from the seven generations before us who took care of the land, water and air for us to enjoy the bounty of the territory of which the Creator has graciously provided without hesitation. May we journey today in a good way.

2. Prayer (Pg 7)

3. Call the Roll:

Trustees:

Sandra Turco (Chair), Gary Trembinski (Vice-Chair), John Caputo, Leslie Cassidy-Amadio, Tony D'Agostino, Lindsay Liske, Carol MacEachern, Debbie Mayer, Kathleen Rosilius, Joe Ruscio

Regrets:

Officials:

Rose Burton Spohn (Director of Education), Joe Chilelli, Christine Durocher, Justin Pino, Danny Viotto

Student Representatives:

Lucas Marano, Adam Morgenstern

Other Reps:

Darrell Czop (President, O.E.C.T.A.)
Marnie McDonald (Vice-President, O.E.C.T.A.)
Chris Vuorensyrja (President, C.P.C.O.)
Crystal Krauter (President, C.U.P.E.)

OUR MISSION

*Persons present are invited to indicate how they have seen
Our Mission lived out recently in our schools and board community.*

B ADOPTION OF ORDER OF BUSINESS

1. **Proposed Resolution:** That the Huron-Superior Catholic District School Board adopts the Agenda for the Board Meeting of Wednesday, March 24, 2021.

Are there any additions/changes/deletions?

C DISCLOSURE OF CONFLICT OF INTEREST AND THE GENERAL NATURE THEREOF

D NEW BUSINESS

E CONFIRMATION OF MINUTES

1. **Minutes of the Board Meeting of February 17, 2021.** (Pg 10)
Proposed Resolution: That the Huron-Superior Catholic District School Board approve the Minutes of the Board Meeting of February 17, 2021.
2. **Minutes of the Closed Board Meeting of February 17, 2021.**
Proposed Resolution: That the Huron-Superior Catholic District School Board approve the Minutes of the Closed Board Meeting of February 17, 2021.

F BUSINESS ARISING FROM THE MINUTES

G PRESENTATIONS

1. **Developing Faith and Community at St. Mary's French Immersion Catholic Elementary School** – Superintendent Danny Viotto to introduce Rachel Biedermann (Principal) and Lina DiPasquale (Vice-Principal). (Pg 13)

H COMMITTEE REPORTS

1. **Minutes of the Special Education Advisory Committee Meeting (Pg 28)**
Proposed Resolution: That the Minutes of the S.E.A.C. meeting of the Huron-Superior Catholic District School Board of January 27, 2021 be approved.

I ADMINISTRATIVE ITEMS REQUIRING ACTION

1. **Policy 4001 – Parent Involvement Committee (Pg 33)**
Proposed Resolution: That the Huron-Superior Catholic District School Board approve Policy 4001 as presented.
2. **Policy 6018 – Incident Reporting (Pg 38)**
Proposed Resolution: That the Huron-Superior Catholic District School Board approve Policy 6018 as presented.
3. **Policy 6019 – Personal Protective Equipment (Pg 42)**
Proposed Resolution: That the Huron-Superior Catholic District School Board approve Policy 6019 as presented.
4. **Policy 6020 – Work Refusal (Pg 47)**
Proposed Resolution: That the Huron-Superior Catholic District School Board approve Policy 6020 as presented.
5. **Principal/Vice-Principal/Coordinator Computer Refresh (Pg 50)**
Proposed Resolution: That the Huron-Superior Catholic District School Board approve the purchase of 37 new Dell laptops and monitors through Dell Canada at a cost of \$55,879.98.
6. **Sacred Heart Catholic Elementary School Change in School Facilities Inventory Systems Number**
Proposed Resolution:
 Whereas Sacred Heart Catholic Elementary School located in Espanola, Ontario is eligible for Rural and Northern Education Funding, and
 Whereas A condition of this funding is to ensure a complete school record, and
 Whereas Sacred Heart Catholic Elementary School will be housed in a new building,

Whereas The previous SFIS# of 24729 will be amended to 24470 to reflect completed construction,

That the Huron-Superior Catholic District School Board approves the change in the Rural and Northern Education Fund to the new school building effective the date of school opening, with following school record:

School Facilities Inventory System (SFIS) ID: 24470

Campus ID: 7405

Board School Identification Number (BSID): 755923

Panel (Elementary/Secondary): E

J INFORMATION ITEMS

1. **Reports to the Director of Education / Board of Trustees**
 - a) **Verbal Update on Board Re-Branding** – Director Rose Burton Spohn
 - b) **Board Graduation Rates** – Superintendent Danny Viotto (Pg 51)
 - c) **Capital Projects 2020-21** – Steve Brown, Manager of Plant Services (Pg 56)
 - d) **SMC Activity Report** – Student Trustees Lucas Marano and Adam Morgenstern (Pg 59)
2. **Correspondence**
3. **Notes of Thanks**
Devon Sanderson, Rosanna Bernabucci, Amy Tolin, Hannah Hoffman

K TEN MINUTE QUESTION AND ANSWER PERIOD

- ON AGENDA ITEMS FOR THOSE IN ATTENDANCE

L UPCOMING EVENTS

- | | | |
|--------------------|---|--|
| March 28 | - | Palm Sunday |
| March 31 | - | SEAC Meeting |
| April 1 | - | Holy Thursday |
| April 2 | - | Good Friday |
| April 2 | - | Autism Awareness Day |
| April 3 | - | Holy Saturday |
| April 4 | - | Easter Sunday |
| April 5 | - | Easter Monday |
| April 7 | - | World Health Day |
| April 11 | - | Second Sunday of Easter – Divine Mercy |
| April 12-16 | - | Spring Break |
| April 17 | - | St. Kateri Tekakwitha – Protectress of Canada |

April 21 - Next Board Meeting

M CLOSING PRAYER – Student Trustee Lucas Marano

N ADJOURNMENT

“Harvesting New Fruit”



OPENING PRAYER *(John)*

God of the Harvest,

The earth is full of your goodness, and every year gifts us with the fruit of your love and our labour. Your bounty is so rich and constant that we have to come to bank on it, and even take undue advantage of it. Our exploitation of the earth is on display all around us: in pollution, overconsumption, the destruction of green space, and the extinction of thousands of species of plant and animal life. This past year was a solemn reminder to us of our vulnerability as creatures, our dependence on one another, and the need for change in how we live together. Lead us into an ecological conversion; a change of heart, that will help us hold your creation and our common home, in proper reverence, and bring forth new fruit of sustainability and just economic structures so that all life can prosper.

We make this prayer in the name of your Spirit, that renews the face of the earth.

Amen. +

READING: A Reading from the Holy Gospel according to Luke *(Leslie)*

Then Jesus told this parable: ‘A man had a fig tree planted in his vineyard; and he came looking for fruit on it and found none. So he said to the gardener, “See here! For three years I have come looking for fruit on this fig tree, and still I find none. Cut it down! Why should it be wasting the soil?” He replied, “Sir, let it alone for one more year, until I dig round it and put manure on it. If it bears fruit next year, well and good; but if not, then you can cut it down.”’

The Gospel of the Lord. **R. Praise to You, Lord Jesus Christ.**

QUESTIONS FOR PERSONAL REFLECTION *(Tony)*

- *Who is the landowner in this parable? Who is the gardener?*
- *What is the fruit that the owner of the vineyard has been waiting for?*
- *What do we need to do to make possible a harvest of new fruit?*

Reading from “Praying With, In and for Creation”

(Lindsay)

Crucifixion Nails

Forgive us, for we have sinned.

Forgive our collection of nails for the crucifixion.

Forgive our inventory:

(Carol)

A nail taken from a door to a residential school.

A nail taken from a sign telling us not to drink the water on this reserve.

A nail taken from the oak door to a “gentlemen’s” club.

A nail from a frame to a glass ceiling.

(Debbie)

A nail forged by Sydney’s tar ponds.

A nail spiked into a BC railway sleeper by an indentured worker.

A nail where the cod fishers used to hang their caps.

A nail used to jam a window shut in a derelict rural church.



(Kathleen)

A nail that fixed anti-semitic slogans to a placard.
 A nail that spiked tires of a Muslim family's car.
 A nail embedded in a snowball thrown at an autistic boy.
 A nail fashioned from a bed that once held a long-term care resident.

(Joe)

And 666 nails used to build walls and manufacture spite.
 Forgive us our sins.
 Forgive us and give us courage to melt these nails and turn them into ploughshares.

~ Les Miller, Northern Light, 2020

QUESTIONS FOR PERSONAL REFLECTION (Gary)

- *Which of these nails did you find to be the most hurtful?*
- *What can we do, together, to turn them into tools for the garden?*

CLOSING PRAYER (Sandra)

Loving God,
 Creator of Heaven, earth, and all therein contained,
 Open our minds and touch our hearts, so that we can be part of creation, your gift. Be present to those in need in these difficult times, especially the poorest and most vulnerable. Help us to show creative solidarity as we confront the consequences of the global pandemic. Make us courageous in embracing the changes required to seek the common good. Now more than ever, may we all feel interconnected and interdependent? Enable us to succeed in listening and responding to the cry of the earth and the cry of the poor. May their current sufferings become the birth-pangs of a more fraternal and sustainable world.

We pray through Christ our Lord, under the loving gaze of Mary, Help of Christians.
 Amen. +





Huron-Superior Catholic

DISTRICT SCHOOL BOARD

our mission

Rooted in Jesus Christ, we are a Catholic learning community called and committed to develop the full potential of each child and to nurture a personal relationship with Jesus that will inspire Catholic leadership.

our vision

Dedicated to excellence in education and the desire to live the values of Jesus we strive to:

- affirm the sacredness of life and respect for all creation
- reverence the dignity of each person as a Child of God
- provide an enduring education that reflects the essence of our Catholic traditions
- proclaim Christ's message throughout the curriculum
- celebrate God's love in prayer, at Eucharist and in all sacramental moments of life
- create sacred learning environments
- cultivate enriching opportunities that will deepen faith.

our values

Guided by the Spirit on our journey, together with family and Church, we mutually invite, encourage and support one another in our efforts to transform the world.

www.hscdsb.on.ca

**MINUTES FOR THE OPEN SESSION BOARD MEETING OF THE
HURON-SUPERIOR CATHOLIC DISTRICT SCHOOL BOARD
ON WEDNESDAY, FEBRUARY 17, 2021 @ 7:15 PM
via Skype for Business
STREAMED VIA YOUTUBE FOR PUBLIC**

PRESENT: Trustees:

Sandra Turco (Chair), Gary Trembinski (Vice-Chair), John Caputo, Leslie Cassidy-Amadio, Tony D'Agostino, Lindsay Liske, Carol MacEachern, Debbie Mayer, Kathleen Rosilius, Joe Ruscio

Officials:

Rose Burton Spohn (Director of Education), Joe Chilelli, Christine Durocher, Justin Pino, Danny Viotto

Student Representatives:

Lucas Marano, Adam Morgenstern

REGRETS:

Vision and Values

Trustee Rosilius acknowledged the fact that it was Ash Wednesday. She also mentioned the Feast of Our Lady of Lourdes, which was celebrated in several of our schools.

Adg# Res#

- B-1 B-536 Moved by: G. Trembinski Seconded by: L. Cassidy-Amadio**
That the Huron-Superior Catholic District School Board adopts the Agenda for the Board Meeting of Wednesday, February 17, 2021.
CARRIED
- E-1 B-537 Moved by: K. Rosilius Seconded by: L. Cassidy-Amadio**
That the Huron-Superior Catholic District School Board approves the Minutes of the Board Meeting of January 20, 2021.
CARRIED
- E-2 B-538 Moved by: G. Trembinski Seconded by: L. Liske**
That the Huron-Superior Catholic District School Board approves the Minutes of the Closed Board Meeting of January 20, 2021.
CARRIED

- G-1 HSCDSB Mathematics Action Plan 2021-2025**
Lisa Tomas, Math Learning Lead, and Mike Oliveira, School-Based Math Learning Facilitator, walked the trustees through the new K-12 math plan, highlighting its new elements and how it will be implemented within the board.
- G-2 Showcasing the Role of our Educational Assistants**
Melinda Boulard and Kim Lepore, Educational Assistants at St. Basil Catholic Elementary School in Sault Ste. Marie, delivered their heartfelt message of how rewarding it is for them to work with our students with special needs and how God has placed them exactly where they are meant to be.
- H-1 B-539 Moved by: C. MacEachern Seconded by: T. D’Agostino**
 That the Minutes of the S.E.A.C. meeting of the Huron-Superior Catholic District School Board of December 15, 2020 be approved.
CARRIED
- I-1 B-540 Moved by: K. Rosilius Seconded by: J. Caputo**
 That the Huron-Superior Catholic District School Board extends the contract for Compass Group Canada for two (2) school years, effective September 1, 2020.
CARRIED
- I-2 B-541 Moved by: L. Cassidy-Amadio Seconded by: D. Mayer**
 That the Huron-Superior Catholic District School Board approves the School Year Calendar for the 2021-2022 school year, as recommended and outlined in “Option 1”.
CARRIED
- I-3 B-542 Moved by: G. Trembinski Seconded by: J. Caputo**
 That the Huron-Superior Catholic District School Board approves the appointment of Jacques Ribout as a new SEAC member.
CARRIED
- J-1 Report on Major Capital Projects (2019-2020)**
Steve Brown, Manager of Plant Services, reviewed the three major projects, which were completed in the 2019-2020 school year, with a value of over \$500,000.
- J-2 SMC Activity Report**
Student trustees, Lucas Marano and Adam Morgenstern, reported on the accomplishments of the SMC students and highlighted some February events at the school. A couple noteworthy items were Valentine’s Day: Show Love to

Yourself, Random Acts of Kindness, Show Love for Your School and celebrating Black History Month.

N-1 B-543 Moved by: L. Cassidy-Amadio Seconded by: Debbie Mayer
That the Huron-Superior Catholic District School Board meeting of
Wednesday, February 17, 2021 adjourns at 8:35 p.m.
CARRIED

Chairperson: _____

Secretary: _____



Huron-Superior Catholic
DISTRICT SCHOOL BOARD

Developing Faith & Community @SMFI

Wednesday, March 24, 2021

PRESENTED TO

HSCDSB Trustees

and

HSCDSB Senior Administration

PRESENTED BY

Rachel Biedermann

and

Lina DiPasquale





Huron-Superior Catholic
DISTRICT SCHOOL BOARD

Catholicity Plan

Remain connected as a faithful school community as well as maintain and strengthen our relationship with Father Pat and St. Jerome's Parish

How will we do this while adhering to the new school protocols during the 2020-2021 school year?



Virtues of the Month

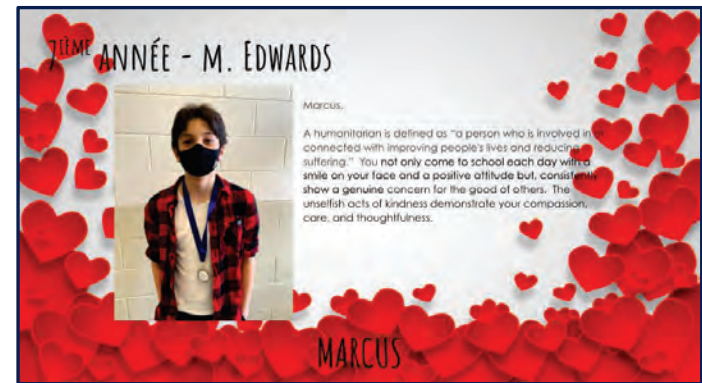
- SEPTEMBER - Faith**
Rooted in Jesus Christ, we cultivate enriching opportunities that will deepen faith.
- OCTOBER - Courage/Fortitude**
We strive to live the values of Jesus and support one another in our efforts to transform the world.
- NOVEMBER - Wisdom/Prudence/Discernment**
We are a Catholic learning community that strives to provide an enduring education that reflects the essence of our Catholic traditions and we are guided by the Spirit on our journey.
- DECEMBER - Hope**
We are called and committed to develop the full potential of each child and to nurture a personal relationships with Jesus.
- JANUARY - Wholeness/Temperance/Self-control**
We strive to reverence the dignity of each person as a child of God.
- FEBRUARY - Love**
We celebrate God's love in prayer, at Eucharist and in all sacramental moments of life.
- MARCH - Kindness/Discipleship/Solidarity**
Dedicated to excellence in education and the desire to live the values of Jesus, we strive to proclaim Christ's message throughout the curriculum.
- APRIL - Respect/Stewardship/Reverence**
We affirm the sacredness of all life and respect for all creation and create sacred learning environments.
- MAY - Patience/Community/Compassion**
Together with family and Church, we mutually, invite, encourage and support one another.
- JUNE - Justice**
We are called and committed to develop Catholic leadership and affirm the sacredness of life and respect for all creation.



Huron-Superior Catholic
DISTRICT SCHOOL BOARD

Goal 1

1. Recognize students as young Catholic leaders who are living out our Catholic Virtues.



Virtue Assembly - Love 2021



Huron-Superior Catholic
DISTRICT SCHOOL BOARD

Actions

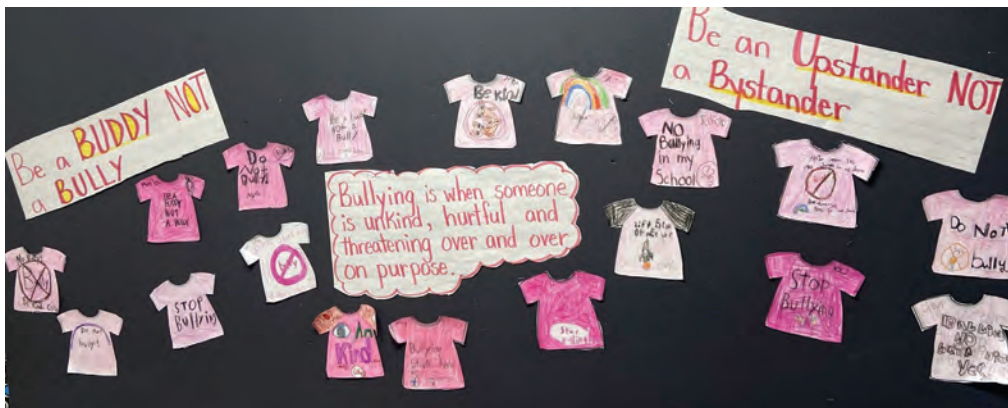
- † Monthly assemblies are scheduled on the last Friday of each month with a focus on the virtue of the month.
- † Classroom teachers submit one student name and short write up via a shared google doc.
- † Classes are invited to sign up to host an assembly. Support is provided, if required.
- † Student recipients receive a certificate, pencil and medal signifying they are part of our school Virtue Crew .
- † New members of the Virtue Crew are showcased on a dedicated bulletin board near the main office.



Huron-Superior Catholic
DISTRICT SCHOOL BOARD

Goal 2

1. Equip students with the social-emotional and communication skills needed to manage themselves, resolve conflict and develop healthy behaviour.





Huron-Superior Catholic
DISTRICT SCHOOL BOARD

Actions

- † Morning announcements are delivered through Google classroom each morning with specific reference made to: monthly virtue, Catholic Graduate Expectation, and positive messaging.
- † Whether in person learning or at home learning we remain connected through daily announcements.
- † When engaged in supporting conflict resolution among students we reference back to virtues, Catholic Graduate Expectations, and grandfather teachings.



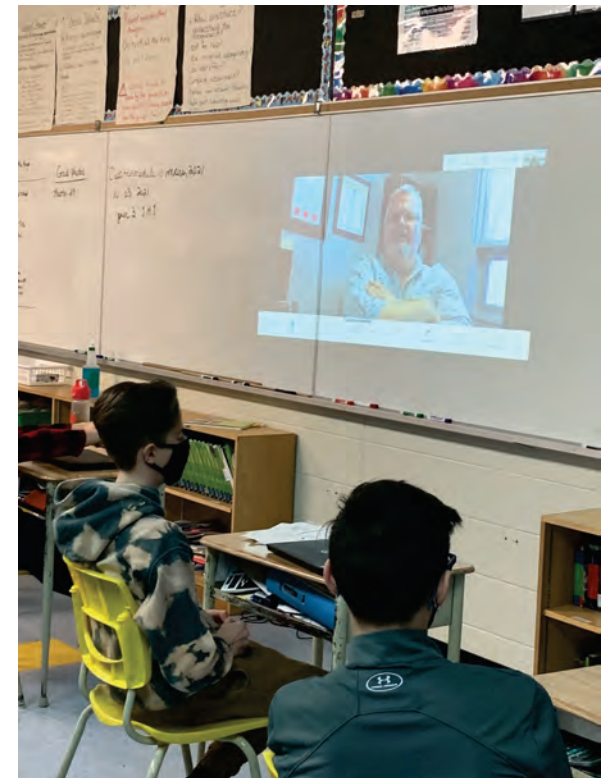
Morning Announcements



Huron-Superior Catholic
DISTRICT SCHOOL BOARD

Goal 3

1. Connect school, family, and Church through monthly virtual visits with Father Pat and sharing of assemblies and liturgies via Facebook and School Messenger.





Huron-Superior Catholic
DISTRICT SCHOOL BOARD

Actions

- † September: Speak with Father Pat to present and discuss the possibilities of scheduling virtual visits.
- † Set up a test connection between the school and Fr. Pat prior to classroom visits starting.
- † Organize a sign up sheet for monthly virtual classroom visits and post in Google classroom, including Fr Pat as a editor on the material.
- † Classroom Teacher invites Fr. Pat to join their Google Classroom at a scheduled time for 1:1 classroom visits
- † Share our monthly liturgy and “VIRTUE-AL” assembly schedules with Father and invite him to join the school Google classroom at time of event.
- † Slide deck shared with families via School Messenger and posted on our school Facebook page.



Huron-Superior Catholic
DISTRICT SCHOOL BOARD

Actions

- † Organize a sign up sheet for monthly liturgies hosted by classroom
- † Hosting classrooms will read the prayers with Fr Pat inviting him to read the gospel, offer prayers of blessing, reflections, and homilies
- † Students of hosting classrooms will read the prayers of the faithful



Huron-Superior Catholic
DISTRICT SCHOOL BOARD

Outcomes - Staff

Today we had a virtual visit with Father Pat Woods. It was wonderful. Father discussed the subject of Choice and of Grace with the students. It is hand in hand with what we are learning in Fully Alive. Father Pat was prepared for the tough questions, he was funny, serious, casual and thankful for being invited into our grade 8 classroom. The students were engaged and very responsive to him. Afterwards, when the lesson was over, they said how great it is to be somewhat back to normal experiencing our visit with Father again. We are planning to have Father come and minister to our classroom every two weeks. It is a joy for us to have our Faith and our love of God taught to us in such a manner.

- Grade 8 Teacher

Our class met with Father Pat on All Saints Day, November 1st. Students were in awe when Father Pat explained to them that anyone could become a Saint. Our questions led to further discussion about how a person would become a priest or a nun. After we said goodbye to Father Pat we continued on our inquiry path and searched famous Saints for Catholic Children. We found a list of 10 Saints with pictures and a few important details for each. The students were very engaged in this learning. Both the students and Father Pat seemed to enjoy our 30 mins of virtual time together. The students were motivated to deepen their understanding. Father Pat appeared impressed to see their thinking and wonderings about the church. Thank you Father Pat for the genuine interest you showed to my class regarding their learning. Your laid back approach enabled the students to be at ease with asking their questions. Furthermore, your ability to make them feel as though every question is a great one, allowed for further and deeper inquiry after our virtual session ended.

- Grade 2 Teacher

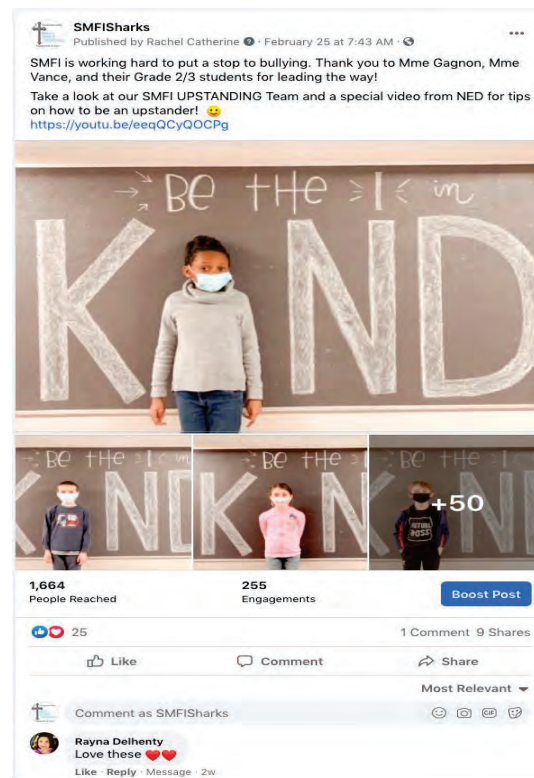


Huron-Superior Catholic
DISTRICT SCHOOL BOARD

Outcomes - Parent

"Good morning Mme. Any chance you talked to the kids about Saints? My son came home and first wrote a list of every Saint he could think of. Next, wrote a prayer for the Saints. Lastly, came down from his room carrying every Bible we own; wearing a necktie and fancy pants, because he wants to be a Saint."

- Grade 2 SMFI Parent



"I love that the monthly virtue assemblies are emailed to parents. I miss not being able to attend school assemblies in person, but I appreciate being able to see and read the beautiful messages about the students and having their accomplishments be recognized."

- Grade 4 and 8 SMFI Parent



Huron-Superior Catholic
DISTRICT SCHOOL BOARD

Outcomes - Student

Jedi le 11 mars 2021
 Nos visit avec père pat
 D'and on visit père pat
 la classe demand père pat des
 geston et il repond les geston.
 On visit père pat sur
 googl meet. On parler de
 père pat de Marie, Jesus et
 les sacrement. D'and on mett
 père pat est tres drôle. D'après
 on met le classe faire
 un list de geston pour
 demander a père pat. Des
 fois il ya lien entre.
 J'aime quand on visit
 père pat.

jeudi le 11 mars 2021
 Nos visites avec père pat
 A l'école on visite père pat.
 Père pat est drôle, il rit
 dans St. Jerome. On parle de
 la conciliation avec père pat. Aussi on
 parle de Jésus et Dieu et Marie avec
 père pat. Père pat est un prêtre.
 Père pat porter vert quand il y a
 pas les évènements spéciaux dans l'église
 mais quand il y a les évènements spéciaux
 dans l'église il porte violet. Aussi
 père pat est un lien entre de
 toi et Dieu dans la conciliation.
 St. Jerome n'y a pas un bon
 l'église pas avec père pat!!!

jeudi le 11 mars 2021
 Nos visites avec Père Pat
 Mon classe parle avec Père
 Pat sur google meet. J'ai parlé
 about réconciliation et Marie avec
 Père Pat. Quand on visite Père
 Pat une demande des questions.
 Quand visite Père Pat une parole
 bonjour très fort. Père Pat est
 très drôle. J'aime meeting avec
 Père Pat.

Jeudi le 11 mars 2021
 Nos visites avec père pat
 père pat est un prêtre. père pat est
 un lien entre Marie et Jésus. père
 pat est un très drôle personne. père
 pat est donc beaucoup de adieu.
 J'aime aller à l'église parce que
 père pat se parle. J'aime parler
 à la set sacrement avec
 père pat. J'aime parler à Jésus avec
 père pat.

jeudi le 11 mars 2021
 Nos visites avec Père Pat
 Père Pat travailler au l'église de
 St. Jerome et il est très drôle. On
 visite Père Pat sur google meet
 sur la télévision. On parle de
 Marie, réconciliation et les services
 faire père Pat parce que il est
 très drôle. Moi et ma famille
 aller au St. Jerome. et nous
 Père Pat sur dimanche. Il aime
 Dieu beaucoup! J'aime aller
 au l'église plus de les google
 meet parce que des fois l'Internet
 ne fonction pas.

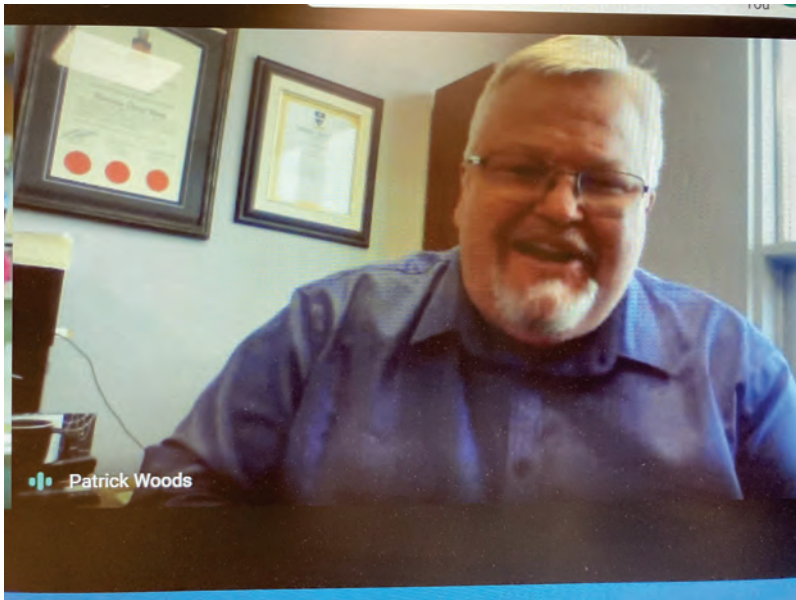


Huron-Superior Catholic
DISTRICT SCHOOL BOARD



Suggestions from Father Pat Moving Forward

- † Ease of access for Father Pat - providing him with his own Google account for our Board
- † More classes participating in monthly visits





Huron-Superior Catholic
DISTRICT SCHOOL BOARD

Next Steps for 2020-2021

- † Open our invitation up to families and Trustees for monthly assemblies and liturgies.
- † Implement daily reflection/prayer for staff before first bell each morning.
- † Continue to dialogue with Father Pat to strengthen the school Church and home connection.



SPECIAL EDUCATION ADVISORY COMMITTEE (S.E.A.C.)

Minutes

Date: Wednesday, January 27, 2021

Time: 4:00- 6:00 pm

Teleconference number: 705-945-5633 Participant code: 2114464#

Attendance: Rose Burton Spohn, Joe Chilelli, Lorna Connolly Beattie, Irma DiRenzo, Lori Ivey, Sherri Kitts, Jared Lambert, Tina Newell, Gary Trembinski, Sandra Turco, Rosanne Zagordo

Student Trustees and Guests: Melinda Boulard, Kim Lepore, Lucas Marano, Adam Morgenstern, Justin Pino

Regrets: Theresa Coccimiglio

AGENDA ITEMS		ACTION	WHO	WHEN
1.	PRAYER and Welcome	<ul style="list-style-type: none"> Board prayer was said by everyone. 	Rosanne Zagordo	
2.	ACCEPTANCE OF PREVIOUS MINUTES (December 15, 2020)	<ul style="list-style-type: none"> Minutes were accepted. 	Lori Ivey Tina Newell	
3.	AGENDA ADDITIONS/CHANGES			
4.	GUEST(s): REPORTS: <ul style="list-style-type: none"> Student Trustees Report 	<ul style="list-style-type: none"> Laptops were distributed for remote learning. 		

	<ul style="list-style-type: none"> EA Presentation- Supporting our Students Autism and Behaviour Advisor. Superintendent of Business-Financial Report 	<ul style="list-style-type: none"> Google classroom is used by many along with LMS. IPRC, ITP meetings are being booked at this time along with Transition to Grade 9 meetings and students moving into ILS. .Videos from SMC have been shared with Grade 8 classroom teachers. Melinda Boulard and Kim Lepore shared their experiences and stories as EA's in our system.. Melinda is an EA at St.Basil school in the ACE program where she supports students with multi diverse needs. She highlighted her experiences supporting students face to face and with remote learning. Kim is an EA in the mainstream and supports students with ASD and Behavioral needs and multi needs.Both guests shared that the work as an EA is rewarding and it is important to see the potential in each student as their work towards achieving their goals. Kathy Sutherland presented to SEAC about her work with students she is supporting as the Autism/Behaviour Advisor. Kathy connects with students with agencies, connects with school staff and supports students in the virtual academy,where she provides resources and works on developing IEPs for students with ASD. .She is teaching Zones of Regulation to various groups of students virtually and continues to carry forward with the work of Stuart Shanker. Justin Pino referred to the SEAC expenditure report in the attachments. The revised budget process occurs in November based on enrollment as of October 31. He compared the revised to the actuals in his report. There is a strong commitment to support students with special education needs as provided on the report. See attachment from Justin Pino. 	<p>Lucas Morano and Adam Morgenstern</p> <p>Melinda Boulard Kim Lepore</p> <p>Kathy Sutherland</p> <p>Justin Pino</p>	
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5.	MINISTRY UPDATES <ul style="list-style-type: none"> ● New Board Branding 	<ul style="list-style-type: none"> ● There have been many Ministry updates since our last meeting in December. Remote learning and dual modality learning occurred from January 4 until January 22. There has been a lot of upheaval due to our health situation in the province. During the shut down period, the Ministry made it clear that our most vulnerable learners need to have access to in person learning. Rosanne and Joe worked to respond to this call to ensure our learners with the highest needs were invited to attend in person learning. ● September 2021, all grade nine students will be offered de-streamed math. All the correspondence indicates specialized streams such as AP and LDC will still continue, but not applied and academic in mathematics. Additionally, a memo was received and American Sign Language (ASL) will be offered to students and will count towards a graduation diploma. We are looking for a teacher to teach this program as it now exists in our curriculum. ● Assessment and evaluation information is ongoing. Demonstration school memos were sent out to any boards wishing to send a student to a school for the deaf/blind. ● Our board has launched a new brand/logo that we are really excited to share. We have a new MYSP that will bring us into 2025. We have moved from five to four directions. Rosanne will send out the MYSP to SEAC. 	Rose Burton Spohn	
6.	SEAC BUSINESS <ul style="list-style-type: none"> ● MACSE Report highlights ● Meeting Platforms 	<ul style="list-style-type: none"> ● MACSE was submitted on our behalf in October, therefore nothing further was sent on Jan. 22 regarding the MACSE report. ● We will explore different meeting platforms such as Skype for Business and Google Meet for future SEAC meetings. Rosanne and Joe will look into this and set up test meetings. Support to members will be provided for this transition. 		
7.	BUSINESS CARRIED FORWARD			

8.	SUPERINTENDENT AND COORDINATOR'S REPORT <ul style="list-style-type: none"> ● In Person Learning ● Special Education approach to learning during lockdown ● Transportation and Stability Supports ● Transition to School-Kindergarten ● Transition to Secondary ● Well Being Committee update/Mental Health 	<ul style="list-style-type: none"> ● Joe discussed remote and in person learning. Students that needed to be present for in person learning were contacted. ● Special education approach to learning as the department was instrumental in reaching out to families via telephone or on google meet. .Secondary school was supported virtually and elementary schools continued with face to face support during the shut down and virtual where required. ● Rosanne's notes. ● Joe announced the new chair of the board Sandra Turco and the new vice chair Gary Trembinski.Our congratulations to both of them! ● The MH team has had to mobilize and be ready for students who are learning from home. The counsellors feedback has been positive and students can be contacted and supported virtually. ● A Wellness Kit was sent out to support students/teachers, which was very helpful. ● The Well Being committee continued to meet with their goal on staff wellness. ● Jared will provide a link to the Wellness Kit for SEAC members. 	<p>Joe Chilelli</p> <p>Rosanne Zagordo</p> <p>Jared Lambert</p>	
i	North Shore Tribal Council (S. Kitts)	<ul style="list-style-type: none"> ● Garden River has a lock down until February 19, Our Anishinabe workers are able to support students from home. Three ASW are working in the schools and some ASW's are off on leave. 	Sherri Kitts	
ii	AUTISM ONTARIO SSM CHAPTER PARENT INVOLVEMENT COMMITTEE (I. DiRenzo)	<ul style="list-style-type: none"> ● Irma has provided electronic handouts that will be distributed by Rosanne to SEAC. 		
iii	ALGOMA FAMILY SERVICES (T. Coccimiglio)	<ul style="list-style-type: none"> ● .No report at this time. 		
v	ALGOMA PUBLIC HEALTH (L. Ivey)	<ul style="list-style-type: none"> ● APH is still working virtually. ● Hannale Dionisi is retiring in February. 		

vi	THRIVE – WELL BEING COMMITTEE (T. Newell)	<ul style="list-style-type: none"> • Fee for service clinic is being offered. An 8 week clinic is being offered for students with developmental disabilities. The information is on the website.Ten families will be taken for the pilot. • A link will be provided by Tina Newell and sent out to SEAC by Rosanne 	Tina Newell	
viii	COMMUNITY LIVING ALGOMA (L. Lewis)	<ul style="list-style-type: none"> • A nominee to represent CLA was provided to the Board by John Policchio with a letter of support. 		
x	MEMBER-AT-LARGE – FOCUS ON FAITH (L. Connolly Beattie)	<ul style="list-style-type: none"> • No report at this time. 		
xi	TRUSTEES REPORT (G. Trembinski, S. Turco)	<ul style="list-style-type: none"> • Jan. 20 - Due to covid, things are different A prayer service was held and trustees made their recommitment. • Committees members were appointed . Alternatives are Kathleen and Carol for SEAC. • New Board branding and MYSP was released and reviewed. • Resolutions were passed including some policies. • The Virtual Academy was renamed and is now called Holy Trinity Catholic Virtual Academy. • Memorandum was settled with unions and a student trustees report was shared. • Feb. 17 is the next board meeting. 		
9.	NOTES	<ul style="list-style-type: none"> • Meeting was adjourned. 	Sherri Kitts Lori Ivey	6:05 pm

Minutes taken by: Rosanne Zagordo

Next Meeting: February 24, 2021

Time: 4:00 – 6:00 p.m.



Huron-Superior Catholic

DISTRICT SCHOOL BOARD

POLICY TITLE: PARENT INVOLVEMENT
COMMITTEE

Approved: December 15, 1999

Amended: March 24, 2021

POLICY NO: 4001

Page: 1 of 1

POLICY

The Huron-Superior Catholic District School Board believes that we are called and committed to mutually invite, encourage and support our families, our church and our community in our efforts to provide excellence in Catholic education.

The board values the participation of parents as partners in education and provides a variety of opportunities to encourage parents to become involved in our schools.

In accordance with Regulation 330/10, s.6, a Parent Involvement Committee (PIC) will be established and maintained by each school board. The purpose of the Parent Involvement Committee is to support, encourage and enhance parent engagement at the board level in order to improve student achievement and well-being.

ADOPTED Regular Meeting - December 15, 1999
Motion B-6

AMENDED: Regular Meeting - January 17, 2007
Motion B-158

AMENDED: Regular Meeting - April 20, 2011
Motion B-44

AMENDED Regular Meeting – April 125, 2012
Motion B-30

AMENDED Regular Meeting – October 19, 2016
Motion B-78

AMENDED Regular Meeting – March 24, 2021
Motion B-

DISTRIBUTION
i) Trustees
ii) Administration
iii) Principals
iv) Teaching Personnel
v) Catholic School
Councils



Huron-Superior Catholic

DISTRICT SCHOOL BOARD

PROCEDURAL GUIDELINES PARENT INVOLVEMENT COMMITTEE

1. The Board will establish a Parent Involvement Committee (PIC). The purpose of the PIC is to support, encourage and enhance parent engagement at the Board level in order to improve student achievement and well-being. (Reg. 330/10 s27)

2. MANDATE

The PIC will achieve its purpose by:

- Supporting and enhancing meaningful, inclusive, and constructive parent involvement
- Facilitating communication among Catholic School Councils and the Director of Education and Trustees
- Seeking the advice and ideas of Catholic School Councils, other parents, parishes and community partners as they plan and implement strategies to involve more parents
- Proclaiming and promoting the distinctiveness and value of Catholic education in our community
- Approving the expenditures for activities or projects funded with the Ministry's Parent Involvement funding
- Reporting regularly to the Board through minutes of its meetings

3. MEMBERSHIP

- Every effort will be made to ensure that membership is representative of the population of the geographic areas in the Board's jurisdiction.
- The number of parent representatives shall be the majority of the members of the PIC.
- Parent Representatives (6) voting members.

-To be eligible for appointment on the PIC, parents must have a child/ren in the Huron-Superior Catholic District School Board and be a member of a Catholic School Council.

-Every effort will be made to have representation as follows:

Sault Ste. Marie – 4 members

North District (includes Hornepayne, Wawa, White River, Chapleau)

– 1 member

East District (includes Elliot Lake, Massey, Espanola, Blind River)

– 1 member

- Community Representatives – voting members
 - 1 member appointed by the Special Education Advisory Committee (SEAC)
 - 1 member from the community/agency/parishes as determined by the PIC

Community members may not be a member of the Board of Trustees or an employee of the board.
- Other Representatives – non-voting members
 - 1 Elementary Principal or Vice-Principal, appointed by Administrative Council
 - 1 Secondary Principal or Vice-Principal, appointed by Administrative Council
 - 1 teacher representative, appointed by OECTA
- Committee Resource – non-voting members
 - Director
 - Chair of the Board of Trustees
 - Superintendent appointed by the Director of Education

4. TERMS OF OFFICE

The Huron-Superior Catholic District School Board Parent Involvement Committee shall be established by November 15 of the school year and before the first meeting of the PIC in the school year.

Notification of positions will be sent to all Catholic School Councils in September of the school year and posted on the Board's website and in school newsletters. Interested parents will be required to submit their names to the Huron-Superior Catholic District School Board by a designated date.

Nomination forms and self-nomination forms must be submitted and received by the designated date.

Terms of office are for one or two years, as specified in the bylaws established by the PIC. A member of the PIC may be re-appointed for more than one term as provided by the bylaws of the PIC.

In the event that an individual appointed to the PIC vacates his or her position on the committee, the committee shall appoint another individual to the position.

5. DUTIES

Chairperson

The PIC shall have a Chair or Co-Chairs and must be a parent member of the committee and shall be elected for a two-year term by the parent members of the committee at the first meeting of the committee in each school year that there is a vacancy in the office of Chair or Co-Chairs.

The Chair, in consultation with the Superintendent appointed to the PIC, shall call the PIC meetings, prepare the agenda for the meetings, and conduct the meetings.

Members

Members of the PIC shall attend all meetings, act as a liaison between Catholic School Councils and the PIC, and uphold the mandate of the PIC.

6. MEETINGS

The PIC shall meet at least four times in each school year whether in person or electronically.

A meeting of the PIC cannot be held unless a majority of the members present are parent members, the Director of Education/designate and Board Chair.

All meetings are open to the public and held in a location that is accessible to the public.

Meeting dates, times and locations will be posted on the Board website in advance of the meeting.

7. VOTING

When the committee votes on a matter, only parent members and community representative members will be entitled to vote.

8. MINUTES AND FINANCIAL RECORDS

The committee shall keep minutes of all meetings and records of all financial transactions.

Minutes and Financial Records shall be retained in accordance with the policies of the board.

The minutes of the PIC shall be posted on the Board website. Minutes shall also be distributed to all members of the PIC, all Catholic School Council Chairs, and Board of Trustees.

9. REMUNERATION

A parent member shall not receive any remuneration for serving as a member of the PIC.

Expenses incurred as members of the committee shall be reimbursed as per Board policy.

10. CONFLICT OF INTEREST

A parent committee member shall excuse themselves from the meeting when the matter being discussed is a conflict of interest. Conflict of interest may be actual, potential or perceived.

11. CONFLICT RESOLUTION

Members of the PIC are appointed as representatives of the Board's community and will demonstrate respect for their colleagues on the PIC at all times.

The responsibility of the Chair or Co-Chairs is to clarify statements to identify common ground among points of view raised.

If all attempts at resolving the conflict have been exhausted without success, the Chair or Co-Chairs shall request intervention of the Director or other senior administrator to facilitate a resolution to the conflict.

12. SUMMARY OF ACTIVITIES

The PIC shall annually submit a written summary of the PIC's activities to the Chair of the Board and the Director of Education by June 30 of each school year.

The summary of activities shall include a report on how funding was spent.



Huron-Superior Catholic

DISTRICT SCHOOL BOARD

POLICY TITLE:	INCIDENT REPORTING	Approved:	March 24, 2021
POLICY NO:	6018	Page:	1 of 1

POLICY

As part of its mission, the Huron-Superior Catholic District School Board (the “board”) affirms the sacredness of life and the dignity of each person. The board’s respect for all humans as children of God is evident in its commitment to protect the health and well-being of all of its employees.

As outlined in the Occupational Health and Safety Act (OHSA), every reasonable precaution will be taken by the board to protect the health and safety of all employees. The purpose of this policy and procedure is to establish a consistent means of recording workplace accident/incident information, which will be used to prevent a recurrence of the same or similar incidents. It is also intended to ensure that all accidents/incidents are thoroughly investigated and all required information is reported to the Workplace Safety and Insurance Board and Ministry of Labour, if applicable.

Sustaining a culture of respect, reverence, and prevention will be achieved through the establishment, integration and maintenance of prevention, accident, illness and disability management standards, programs, procedures and best practices. To ensure the integrity of this managed system of care, the board’s performance shall be routinely reviewed for continuous improvements.

ADOPTED Regular Meeting of the Board – March 24, 2021
Motion B-

DISTRIBUTION

- i) Trustees
- ii) Administration
- iii) Principals
- iv) Teaching Personnel
- v) Non-Teaching Personnel



Huron-Superior Catholic

DISTRICT SCHOOL BOARD

PROCEDURAL GUIDELINES

INCIDENT REPORTING

PURPOSE

It is compulsory to report all accidents/incidents and all injuries, no matter how slight, to a supervisor. All injuries and serious incidents, including near misses, shall be promptly reported and investigated to determine their root cause. Comprehensive and documented investigations will be performed that identify and prioritize corrective and preventative actions to eliminate or reduce the risk and recurrence of near misses, injuries and incidents. This shall specifically include an analysis of the incident.

The proposed corrective and preventative action shall be reviewed through the risk assessment process prior to implementation to ensure these are appropriate to the nature and extent of the hazards and associated risks. Corrective and preventative actions, including changes in procedures, processes or existing systems are documented, communicated, followed up and completed. Confirmation of the effectiveness of corrective and preventative action shall be undertaken.

RESPONSIBILITIES

Injured Person: is responsible for immediately reporting an injury or incident to their supervisor and participating in the investigation, including suggesting corrective actions.

Supervisor: is responsible for completing the appropriate documentation and interviewing witnesses, if applicable; submitting the report to Human Resources; notifying Human Resources of the incident; and seeking assistance in the investigation, where required.

In the event of a **critical injury**, the supervisor will immediately contact Human Resources, who will in turn contact a Joint Health and Safety Committee (JHSC) member, ensuring the scene is secured. The supervisor is responsible for suggesting corrective actions, with input from the worker member of the JHSC, and monitoring any implemented recommendations.

The Joint Health and Safety Committee (JHSC) will review a summary of all accident investigations at the first scheduled meeting after the completion of the investigation. The JHSC will follow up on any outstanding or unresolved issues noted in the recommendations. The JHSC will also review health care, first aid and incident/near miss reports at the regularly scheduled meetings.

Worker Member of the JHSC: when required by law, will participate in accident investigations, including suggesting corrective and preventive actions. 40

Human Resources: will complete and submit reports as required by the Workplace Safety and Insurance Board. For a critical injury, Human Resources shall notify the Ministry of Labour and the JHSC Co-chairs. Human Resources will complete the Critical Injury Report Form and submit it to the Ministry of Labour.

PROCEDURES:

Reporting when a medical visit is required

If employees seek medical attention for their injury, they must ask the treating Health Care Provider for page three of the Form 8. The Form 8 is the Health Professional's Report of Injury that is sent to the Workplace Safety and Insurance Board (WSIB). The Form 8 captures functional abilities information, thereby eliminating the need for a Functional Abilities Form (FAF) on the initial visit. The employee must return the completed page three (3) of the Form 8 to Human Resources as soon as practicable to ensure a successful early and safe return to work

Performing an investigation

The supervisor (and a worker member of the JHSC when required by law) must conduct an accident investigation as soon as possible but within 24 hours of the occurrence, including:

- Interviewing employee(s) involved;
- Interviewing witnesses;
- Identifying primary/secondary hazardous conditions;
- Identifying primary/secondary unsafe actions;
- Identifying primary/secondary root causes; and,
- Recommending prevention/remedial actions.

The supervisor shall investigate the incident together with the injured worker and then complete the Supervisor's Report of Injury. Once completed, these reports are to be forwarded to Human Resources.

Identifying cases and contributing factors

During an accident investigation, it is very important to determine the root cause and contributing factors surrounding an accident. Therefore, it is imperative that the supervisor (and a worker member of the JHSC when required by law) review the accident scene in person and interview all witnesses and injured parties individually as soon after the accident as possible. Contributing factors are important to note, to ensure root accident causes are fixed so the same incident does not happen again. Contributing facts may include such things as people, equipment, material, environment and processes.

Recommendations for corrective and preventative action

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After an investigation has concluded, the board will undertake any corrective action necessary to prevent a recurrence of similar incidents, should it be deemed necessary and should it not create undue hardship. Immediate and long term corrective action should be noted on the Supervisor's Report of Injury at the time of the investigation, and communicated to the person responsible for each action.

Follow-up and reporting

- Human Resources will complete and submit reports as required by the WSIB.
- The Ministry of Labour (MOL) will be notified within 48 hours from the time of the incident in critical injury cases.
- The Ministry of the Environment (MOE) will immediately be notified in all instances that result in a chemical spill/environmental release.
- WSIB will be notified by Human Resources within 72 hours, in all cases that involve medical aid, lost time, eight days of consecutive modified work without medical treatment or lost time, fatalities and critical injuries.
- The JHSC shall receive a list of accidents and incidents to review at the first scheduled meeting after the completion of the investigation.
- All recommendations requiring corrective action must be communicated to all applicable workplace parties. This communication may involve one specific employee (in the case of training) or the entire workplace location.



Huron-Superior Catholic

DISTRICT SCHOOL BOARD

POLICY TITLE: **PERSONAL PROTECTIVE EQUIPMENT (PPE)** **Approved:** **March 24, 2021**

POLICY NO: **6019** **Page:** **1 of 1**

POLICY

As part of its mission, the Huron-Superior Catholic District School Board (the “board”) affirms the sacredness of life and the dignity of each person. The board’s respect for all humans as children of God is evident in its commitment to protect the health and well-being of all of its employees.

As outlined in the Occupational Health and Safety Act (OHSA), every reasonable precaution will be taken by the board to protect the health and safety of all employees. This includes the provision of personal protective equipment (PPE) for all employees requiring it.

Sustaining a culture of respect, reverence, and prevention will be achieved through the establishment, integration and maintenance of prevention, accident, illness and disability management standards, programs, procedures and best practices. To ensure the integrity of this managed system of care, the board’s performance shall be routinely reviewed for continuous improvements.

ADOPTED

Regular Meeting of the Board March 24, 2021
Motion B-

DISTRIBUTION

- i) Trustees
 - ii) Administration
 - iii) Principals
 - iv) Teaching Personnel
 - v) Non-Teaching Personnel
-



Huron-Superior Catholic

DISTRICT SCHOOL BOARD

PROCEDURAL GUIDELINES

PERSONAL PROTECTIVE EQUIPMENT

PURPOSE

Personal protective equipment (PPE) must be used when issued and required in a school or department of the Huron-Superior Catholic District School Board. The use of such equipment when issued by the board is mandatory during the period of exposure to hazardous materials or conditions. Protective equipment is used to prevent injury and not complicate the job. Its serviceability depends upon reasonable care and inspection before use. PPE is not intended to substitute for good personal judgment.

PPE can reduce or prevent a worker's exposure to a hazard in the workplace and can include, but is not limited to, masks, protective clothing, Kevlar sleeves, footwear, face shields, and safety glasses or goggles.

RESPONSIBILITIES

Employer responsibilities:

Employers have a legal responsibility to ensure that:

- The appropriate PPE as prescribed in the Occupational Health and Safety Act, as set forth in the applicable regulation is provided;
- The PPE provided is in good condition;
- The PPE provided is used as prescribed;
- Workers are provided information, instruction and supervision on the use and care of required PPE;
- They comply with the regulations or standards limiting the exposure of a worker to biological, chemical or physical agents as prescribed in the regulation; and
- Every reasonable precaution is taken to protect the health and safety of the worker.

Supervisor responsibilities:

Supervisors have a legal responsibility to ensure that:

- Workers use and wear properly the appropriate PPE (including protective clothing) that the employer requires to be used or worn;
- Workers are trained in the use and care of required PPE before they wear or use the protective equipment;
- Records of this training are maintained and kept in an accessible location;
- Workers are informed of the existence of any potential or actual danger to the health and safety of which the supervisor is aware;
- Every reasonable precaution is taken to protect the health and safety of the worker.

Worker responsibilities:

Workers have a legal responsibility to ensure that:

- They use or wear properly the PPE that the employer requires to be used or worn;
- They inspect PPE regularly before each use;
- Absences or defects in any PPE of which the worker is aware and may endanger themselves or another worker are reported to their supervisor or employer immediately;
- Contraventions of the Occupational Health and Safety Act (OHSA) or the existence of any hazard that they are aware of are reported to their supervisor or employer immediately;
- They do not use PPE in a manner that may endanger themselves or others.

PROCEDURES:**Introduction:**

Personal Protective Equipment (PPE) can reduce or prevent a worker's exposure to a hazard in the workplace and can include such things as masks, protective clothing, Kevlar sleeves, footwear, face shields, and safety glasses or goggles. PPE should be provided to workers wherever there are health or safety risks that cannot be adequately controlled by work practices or administrative controls. PPE is one method of controlling exposure to hazards. Before using PPE as protection, supervisors and/or employers must first determine if the hazard can be controlled through other measures to eliminate the hazard from reaching the worker.

Eye protection:

Eye protection is required where there is a danger of flying objects, particles, liquids, sprays or other matter entering the eyes. Eyewear should be impact resistant and can take many forms, including:

- Safety glasses (with permanently attached side shields),
- Chemical splash goggles, or
- Full-face protection.

Foot protection:

Safety footwear is designed to protect feet against a variety of injuries. Impact, compression, and puncture are the most common types of injuries workers might sustain. Footwear should be chosen according to the hazard and should be properly rated. Plant employees are to wear appropriate slip-resistant footwear at all times while working. Employees are encouraged to consult the footwear procedural guideline for more information.

While protective footwear is typically not required in an office or residential environment, employees who work in roles or conditions where there is any danger of foot injuries (e.g., falling/rolling objects, potential for objects piercing the sole, or in areas where electrical or chemical hazards may exist) must have protective footwear available at their normal workplace for such use.

Safety footwear includes steel-toed work shoes or boots with a steel shank to protect the bottom of the foot from puncture wounds. In wet environments, steel-toed boots that are waterproof and slip-resistant are necessary.

Head protection:

Hard hats and helmets are types of protection that are to be used if there is a hazard of head injury. Head injuries can occur under various circumstances, including as the result of a slip or fall, working in confined areas, where there are low ceilings or passage heights, and/or where there may be falling objects. The correct headwear is needed for the job.

Hearing protection:

Section 139 of the Industrial Regulations (Reg. 851) requires that “Every employer shall take all measures reasonably necessary in the circumstances to protect workers from exposure to hazardous sound levels.” The protective measures shall include the provision and use of engineering controls, work practices and PPE.

Appropriate hearing protection must be worn by employees and visitors in all areas whenever there is a hazard of hearing injury. There are three basic types of ear protection: earplugs, semi-insert ear plugs and ear muffs. Supervisors are responsible for ensuring hearing protection appropriate for the task being performed is supplied to the worker and that the worker wears the hearing protection properly when working.

Limb and body protection:

Section 84 of the Industrial Regulations (Reg. 851) requires that: “A worker exposed to the hazard of injury from contact of the worker’s skin ... shall be protected by, wearing apparel sufficient to protect the worker from injury or a shield, screen or similar barrier, appropriate in the circumstances.” R.R.O. 1990, Reg. 851, s. 84.

Hand protection is designed to protect hands against a variety of hazards. The protection can be provided in different ways, including but not limited to barrier creams, finger guards, hand pads, mitts, gloves and Kevlar sleeves. The right type of protection must be worn for the work performed. Gloves must be used to provide protection against chemical, radiation or biological agents; exposure to extreme temperatures; and abrasions or lacerations. Supervisors are responsible for ensuring protective gloves appropriate for the task being performed are supplied to the worker and that the worker wears the protective gloves properly when working.

For all work done outside, working in low-light conditions (e.g., power shutdowns), on roofs, or in locations where workers might be susceptible to injury from vehicles or other dangers, high-visibility clothing shall be worn by Plant staff and contractors. When using line trimmers or “push” lawn mowers, long pants shall be worn.

Respiratory protection:

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Respiratory protective devices vary and are used to protect a worker from contact with airborne contaminants or an oxygen-deficient environment. Respirators may be air-purifying or air-supplying devices. The selection of a respirator should be based on the CSA Standard. All masks and respirators must fit well and provide a proper seal with the wearer's face in order to provide adequate protection.

- Disposable dust masks or respirators are to be used where dusts, mists and fumes may be present. They must not be used in oxygen-deficient atmospheres.
- Chemical cartridge respirators are to be used to filter out gases and organic vapours.
- Refer to manufacturer's recommendations for selection of appropriate cartridge type depending on the specific hazard.

Signage:

Workspaces with specific PPE requirements will have signage posted outlining the PPE required upon entry.

TRAINING

Prior to conducting work or being in a prescribed area requiring the use of PPE, workers shall be trained in the following:

- When PPE is necessary;
- What type is necessary;
- How it is to be worn;
- What its limitations are; and
- Proper care, maintenance, life expectancy and disposal.

The supervisor must provide training to ensure the worker is able to demonstrate, upon completion of the training, the aforementioned information. The supervisor must have documentation of this training and proof that the training information was understood.



Huron-Superior Catholic

DISTRICT SCHOOL BOARD

POLICY TITLE: WORK REFUSAL

Approved: March 24, 2021

POLICY NO:

Page: 1 of 1

POLICY

As part of its mission, the Huron-Superior Catholic District School Board (the “board”) affirms the sacredness of life and the dignity of each person. The board’s respect for all humans as children of God is evident in its commitment to protect the health and well-being of all of its employees.

As outlined in the *Occupational Health and Safety Act, R.S.O 1990 (the “Act”)*, every reasonable precaution will be taken by the board to protect the health and safety of all employees. In accordance with the *Occupational Health and Safety Act*, in the event that an employee of the board encounters unsafe working conditions, or where the required equipment, tools, or machinery present a serious health and safety concern, the employee shall have the right to refuse any work that they believe to be unsafe.

ADOPTED

Regular Meeting of the Board March 24, 2021
Motion B-

DISTRIBUTION

- i) Trustees
- ii) Administration
- iii) Principals
- iv) Teaching Personnel
- v) Non-Teaching Personnel



Huron-Superior Catholic

DISTRICT SCHOOL BOARD

PROCEDURAL GUIDELINES

WORK REFUSAL

PURPOSE

Any employee of the Huron-Superior Catholic District School Board (the board) can refuse to work if they have a reasonable belief that one or more of the following situations exist:

- Any equipment, machine, device, or thing the worker is to use or operate is likely to endanger himself, herself, or another worker;
- The physical condition of the workplace or the part thereof in which he or she works or is to work is likely to endanger himself or herself;
- Workplace violence is likely to endanger himself or herself;
- Any equipment, machine, device, or thing he or she is to use or operate or the physical condition of the workplace or the part thereof in which he or she works or is to work is in contravention of the OHS or regulations and such contravention is likely to endanger himself, herself, or another worker.

PROCEDURES:

Health and Safety Complaint:

In the event that a worker raises a health and safety concern or complaint to their supervisor, the supervisor shall:

1. Investigate in the presence of the worker and establish with the worker whether a health and safety issue exists and if it is a complaint or work refusal;
2. If determined to be a health and safety complaint and the task is unsafe, the supervisor shall undertake immediate corrective action and notify Human Resources, if deemed necessary.

Work Refusal:

In the event of work being refused or stopped, the following actions are required of employers and employees, as per the guidelines stated by the Ontario Ministry of Labour (MOL):

Employees

1. Inform your supervisor of the work refusal immediately, and provide an explanation detailing the rationale behind the refusal;
2. Stay nearby in a safe place until an investigation has been completed;
3. In the event that you are unsatisfied with the results of the investigation, you may continue to refuse the work provided where you have reasonable grounds to base the continued refusal on.

1. The Supervisor shall conduct an investigation into the situation immediately after learning of the refusal and shall work to find an effective, safe, and mutually agreeable resolution to the issue in the presence of the worker and a Certified Joint Health and Safety Committee (JHSC) Worker Member;
2. In the event that an employee is unsatisfied with the resolution and continues to refuse the work, the Supervisor will contact the Manager of Human Resources who then must contact a MOL inspector and notify them of the situation, and request that they provide assistance;
3. While awaiting the arrival and findings of the MOL inspector, the Supervisor may assign other reasonable work during normal work hours for the employee that has refused work;
4. The MOL inspector will conduct an investigation to determine if the work is either safe or unsafe and presents a danger to the health and safety of the employee. The findings of the investigation must be provided in writing, to the employee, the supervisor, and the health and safety representative. In the event that the work is determined to be safe, the employee shall be expected to return to work.

Continuing Work That Has Been Refused:

1. In the event that work has been refused, the supervisor has investigated the situation, the supervisor has provided a resolution to the issue, and the worker continues to refuse the work, then the supervisor may ask another worker to perform the refused work while waiting for the inspector to investigate and give a decision on the continued refusal;
2. Where a second worker is asked to perform work that has been refused, the second worker must be informed of the initial work refusal, and the reasons for the refusal. This information must be provided in the presence of the applicable union representative;
3. The second worker or any other worker asked to perform the work also has the right to refuse the work.

Payment for Refused Work:

- A person acting as a worker representative during a work refusal is paid at their regular rate of pay.
- The Board is not required to continue paying employees who have refused work, in the event that the refused work has been inspected and ruled safe by a MOL inspector.

Discipline for Refusal to Work:

- Employees will not be disciplined for refusing to work if they have a reasonable belief that the work is unsafe or could endanger themselves or others.
- Employees are required to work in accordance with the regulations set forth by *the Act*, and have the right to seek their enforcement.
- The board shall not penalize, dismiss, discipline, suspend, or threaten to do any of these things to a worker who has obeyed the law, and regulations of *the Act*.



Huron-Superior Catholic

DISTRICT SCHOOL BOARD

REPORT TO THE DIRECTOR RE: PRINCIPAL / VICE-PRINCIPAL / COORDINATOR COMPUTER REFRESH

Submitted by: Patrick Pelletier
Manager of Information Technology
2021-03-08

The Huron-Superior Catholic District School Board's Multi-Year Strategic Plan (MYSP) lists Equitable Stewardship of our Resources as one of its strategic directions. This report relates specifically to aligning available resources with strategic priorities and ensuring schools have the resources they require.

The Information Technology Department is requesting approval to purchase 37 new Dell laptops and 37 new Dell monitors with built in docking stations for all our principals, vice-principals and coordinators.

This purchase will be acquired from Dell Canada through our OEMC contract. Based on the Board's purchasing policy, Board of Trustee approval is required. This purchase will come from existing board budget.

It is the intention of the Board to lease this equipment over a three-year period.

QUANTITY	DESCRIPTION	PRICE	TOTAL PRICE
4	DELL LATITUDE 5000 SERIES WITH 13" TOUCH SCREEN	\$1,296.88	\$5,187.52
7	DELL LATITUDE 5000 SERIES WITH 14" TOUCH SCREEN	\$1,130.18	\$7,911.26
26	DELL LATITUDE 5000 SERIES WITH 15" TOUCH SCREEN	\$1,196.45	\$31,107.70
37	24" Dock Monitor Combo	\$315.50	\$11,673.50
	GRAND TOTAL		\$55,879.98

PROPOSED RESOLUTION That the Huron-Superior Catholic District School Board approve the purchase of 37 new Dell laptops and monitors through Dell Canada at a cost of \$55,879.98



Huron-Superior Catholic

DISTRICT SCHOOL BOARD

REPORT TO THE DIRECTOR OF EDUCATION Board Graduation Rate

March 15, 2021

Submitted by: Danny Viotto
Superintendent of Education

Background

The Huron-Superior Catholic District School Board's Multi-Year Strategic Plan (MYSP) lists Success and Well-Being of our Students as an area of focus. Students' ability to graduate from secondary school within a specific period of time (e.g., four or five years) is a key indicator of their overall achievement.

Recently, the ministry released the graduation rate of students across the province and from our board. This report aims to explain how our board's graduation rate was calculated.

Diploma Information for 2014-15 Grade 9 Cohort

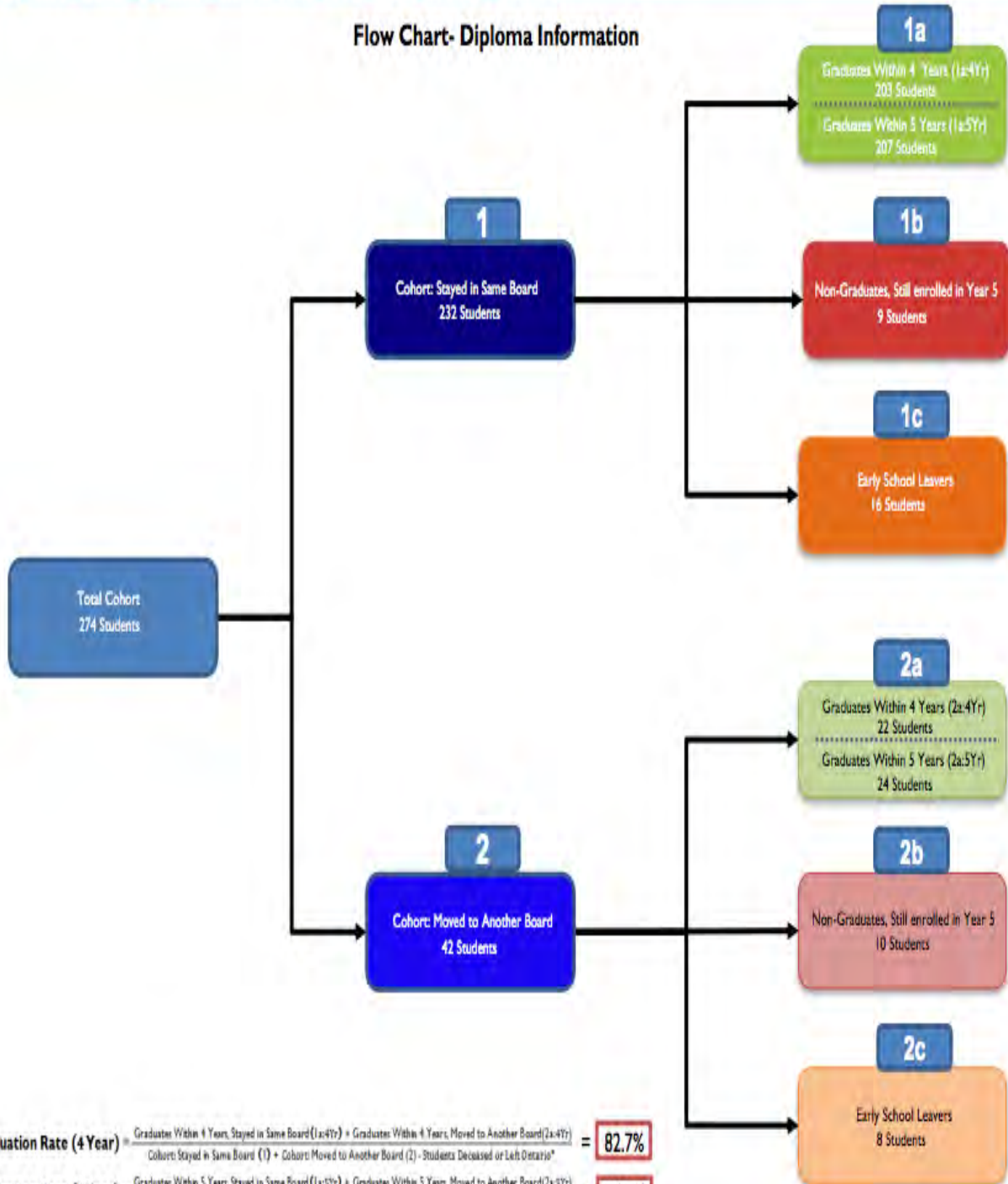
The calculation of the graduation rate is complex, since it needs to account for all students who began Grade 9 in our board in the 2014-15 school year (n = 274). This includes all students who stayed in HSCDSB (n = 232) in regular or specialized programming (e.g., Independent Living Skills) and those who left to study in another board in Ontario (n = 42).

The graphic and chart on the pages that follow provide a summary of some general data, as well as an explanation of the formulae used for calculating both the four-year and five-year graduation rates.

Huron-Superior Catholic District School Board Diploma Information – 2014-15 Grade 9 Cohort Information

Huron-Superior CDSB Diploma Information- 2014-2015 Grade 9 Cohort

Flow Chart- Diploma Information



Board Graduation Rate (4 Year) = $\frac{\text{Graduates Within 4 Years, Stayed in Same Board (1a-4Yr)} + \text{Graduates Within 4 Years, Moved to Another Board (2a-4Yr)}}{\text{Cohort Stayed in Same Board (1)} + \text{Cohort Moved to Another Board (2)} - \text{Students Deceased or Left Ontario}} = 82.7\%$

Board Graduation Rate (5 Year) = $\frac{\text{Graduates Within 5 Years, Stayed in Same Board (1a-5Yr)} + \text{Graduates Within 5 Years, Moved to Another Board (2a-5Yr)}}{\text{Cohort Stayed in Same Board (1)} + \text{Cohort Moved to Another Board (2)} - \text{Students Deceased or Left Ontario}} = 84.9\%$

*Note: Based on the Transfer and Retirement codes data. See more on Pages 3 & 4.

The following information is also relevant:

- The provincial graduation rate for this same cohort of students is 81.4% (four-year rate) and 87.2% (five-year rate).
- There was one HSCDSB student in this cohort receiving a Certificate of Accomplishment. Such certificates recognize the achievement of students who leave the board before having attained either an OSSD or OSSC. This student may go on to vocational or community programs and/or employment.
- The four and five-year graduation rate was significantly higher for students who began with HSCDSB in Grade 9 and graduated from the board. 87.5 % of these students graduated within four years and 89.2 % of them graduated within five years. By contrast, only 52.3% of students who began Grade 9 in HSCDSB and transferred to another board in Ontario graduated within four years; 57.1% graduated within five years.

Analysis

HSCDSB's graduation rates may be attributed to any or all of the following:

- The attributes, efforts, and dedication of all students, parents, HSCDSB employees, parishes, and community partners / organizations have led to much success. Cooperative relationships, safe and healthy environments, and faith-filled atmospheres have allowed the focus to remain on learning.
- The variety of course types (e.g., locally developed, applied, academic); the diversity of subjects taught; a focus on the development of 21st century skills; and specialized programs have allowed students to study topics of personal interest to them and at an appropriate pace, level, and environment. All of these factors contribute to students remaining focused and engaged in learning.
- Purposeful, individualized timetabling and intentional supports for students with various needs, such as multi-purpose blocks for credit recovery and learning strategies courses for students with special needs, augment those in place for all students (e.g., breakfast programs, chaplaincy, extracurricular activities, Link Crew).

It is worthwhile noting that the graduation rate for the 2014-2015 cohort (i.e., 82.7% four-year rate and 84.9% five-year rate) is higher than the 2013-14 Grade 9 cohort (i.e., 80.7% four-year rate and 84.3% five-year rate) and also higher than the graduation rate for the 2012-13 Grade 9 cohort (i.e., 76.6% four-year rate and 81.7% five-year rate). The 2014-2015 cohort is higher than the provincial rates for students graduating within four years (i.e., 81.4% four-year rate) but slightly lower than the provincial rate for students graduating within five years (i.e., 87.2% five-year rate). In essence, the five-year graduation rate percentages indicate that fewer students in this year's cohort graduated within five years compared to the provincial average. This delay in graduation could be related to any or all of the following:

- **Cohort Staying in HSCDSB** – Over the past several years, the data has clearly reflected that students who begin secondary school with HSCDSB and stay with us have a significantly higher chance of graduating within four or five years. There is a stark difference in the graduation rates between those students who begin with us and go to another board and those who remain with us. In some cases, students may not have a choice about leaving our board; their families might move elsewhere in Ontario because of personal circumstances and/or the availability of work opportunities.
- **Non-Graduates, Still Enrolled in Year 5** - The 2013-14 cohort had 28 students who had not graduated but were still enrolled in Year 5; the 2014-15 cohort had slightly less students in that category – 19 students. Some students who fall into this category are those who are in specialized programs, such as the Independent Livings Skills classes. It is not unusual for students in these programs to remain with the board for seven years.

Next Steps

Although there is some reason to celebrate the board's graduation rate, there is always room for improvement. The board plans to take the following steps to improve its graduation rate:

- **Literacy and Numeracy Training for All Principals** – In 2018-19, the board continued to include a component related to literacy and numeracy at all of its principals' meetings. This practice will continue this year and principals will remain responsible for conveying what they learn about literacy and numeracy to their staffs.
- **Additional Support for English Language Learners:** Focused and intentional strategies, course and resources have been committed to all English Language Learners. Additionally, specialized training continues to be provided for those teachers who work directly with English Language Learners.
- **Tracking Students in Risk** – The Student Success Team continues to work diligently at monitoring students in risk. The students identified are connected with a caring adult staff member who mentors, co-creates strategies and supports the student to achieving course credit. Tracking students throughout elementary and secondary school helps everyone to focus on students in need and communicate helpful strategies throughout a student's time in school.
- **Indigenous Graduation Coach** -- Additional dedicated funding from the Ministry of Education was provided in early 2019 and continues for the 2020-2021 school year to support secondary Indigenous learners. The Indigenous Graduation Coach provides intensive supports to Indigenous learners with the goal of obtaining an Ontario Secondary School Diploma and successfully transitioning into post-secondary education, training or labour market opportunities. The Indigenous Graduation Coach builds positive relationships with Indigenous students by identifying barriers and solutions to student learning, engagement and well-being. In addition, the Indigenous Graduation Coach plays a lead role in assisting

all staff members to improve achievement, well-being and graduation rates for Indigenous students attending St. Mary's College.

- **Pathways and Experiential Learning** – Thanks to dedicated funding from the Ministry of Education, in 2018-19, all HSCDSB schools benefitted from the expertise of a Pathways Special Assignment Teacher and Experiential Learning Lead. The funding from the Ministry of Education continued for the 2020-2021 school year along with the supports in place through the Pathways and Experiential Learning Leads. These teachers provide access to various experiential learning opportunities throughout elementary and secondary years, and develop more detailed plans related to their initial post-secondary destinations. The more engaged students are in their learning and goal setting, the more focused they are on reaching short-term and long-term goals.
- **Mental Health Supports and Behaviour Coaches** – Additional dedicated funding from the Ministry of Education was provided for the 2018-19 and continues this school year, so that HSCDSB students have increased access to counsellors and behaviour coaches. It is anticipated that these experts will assist not only elementary and secondary students who are in risk but also the board employees who work with them.



REPORT TO THE DIRECTOR OF EDUCATION

Capital Projects 2020-21

March 15, 2021

Submitted by:
Steve Brown
Manager of Plant Services

The Huron-Superior Catholic District School Board's Multi-Year Strategic Plan (MYSP) lists Equitable Stewardship of our Resources as one of its strategic directions. This report relates specifically to utilizing our resources responsibly, justly, responsively, and wisely.

The Ministry's School Condition Improvement (SCI) and School Renewal Allowance (SRA) programs target the replacement of key building components and systems, which are at least five years old, in operating schools. The Ministry's Full Day Kindergarten (FDK) funding supports FDK programming.

The Huron-Superior Catholic District School Board SCI and SRA allotments for 2020-21 are \$2,689,539 and \$1,246,842 respectively. There are also carry-overs from 2019-20 in the SCI and SRA in the amounts of \$253,367 and \$395,838 respectively. The board has FDK funding available in the amount of \$500,000.

However, there is \$568,632 remaining in 2019-20 Capital projects to be expended in 2020-21.

As a result, there is a net total of Capital funding available in 2020-21 in the amount of \$4,516,954.

Attached is the funding summary and a list of proposed Capital projects for 2020-21. Note, that in addition to the listed projects, there is a contingency provision in the amount of \$1,016,954.

SB/fm

Attachments



Huron-Superior Catholic

DISTRICT SCHOOL BOARD

School Condition Improvement (SCI)/Plant Renewal 2020 - 2021

Funding available in:	2020 - 2021		2019 - 2020 Carry-over	
School Condition	2,689,539	+	253,367	2,942,906
Plant Renewal	1,246,842		395,838	1,642,680
FDK	500,000			500,000
TOTAL				\$ 5,085,586

Remaining 2019 - 2020 capital projects to be expended in 2020 - 2021:

SBES	Roof replacement	194,882
SMFI	HVAC Phase III	162,653
OLOL EII. Lk.	Roof replacement	85,965
SMBR	Accessibility	20,690
SFFI	Accessibility	45,181
SBWR	Yard Improvements	59,261
TOTAL		\$ 568,632

Net Capital Funding available for new projects for 2020 - 2021 **\$ 4,516,954**



Huron-Superior Catholic

DISTRICT SCHOOL BOARD

School Condition Improvement (SCI)/Plant Renewal

2020 - 2021

Project List

Location	Item	Estimated Cost
St. Mary's BR	Parking Lot Extension	250,000
OLOF (Eli. Lk.)	Renovations	1,000,000
OLOL (Eli. Lk.)	Renovations	1,000,000
St. Joseph	Roof Replacement	450,000
Various	Swipe Access	100,000
Total Estimated Capital Expenditures		2,800,000
General School Requests & Major Maintenance		700,000
Total Estimated SCI/Renewal Expenditures		3,500,000
Total Funds Available		4,516,954
Contingency		1,016,954



**Re: ST. MARY'S COLLEGE SCHOOL ACTIVITY
REPORT**

March 2021

March 24, 2021

*Submitted by:
Lucas Marano
Adam
Morgenstern
Student
Trustees St.
Mary's College*

Faith Initiatives:

- For the week of February 22-26 all morning prayers revolved around the virtue of LOVE.
- 36 Knights were recognized this month as exemplary models of the virtue LOVE. This month students were acknowledged during morning prayer on Friday February 26th. Those recognized include:
Alexandra Adamson, Alexia Barone, Ariana Barone, Megan Bassanello, Forrest Berry, Andrew Brienesse, Jacob Brown, Vanessa Carchidi, Toni Ann Caruso, Ada Coccimiglio, Sydney Czop, Ava Evans, Kate Fasulo, Luca Filice, Grayson Findlay, Amanda Guzzo, Carly Higo, Ailee Iacoe, Tianna Legacy, Josh Lidstone, Braydon Luzzi, Jenna Mauro, Ryan Mauro, Tanya McGie, Magge Medaglia, Jaiden Mitchell, Ashlyn Noble, Emily Parrella, Maia Rollin, Aydon Roswell, Caitlin Senecal, Mahaz Syed, Jack Szostak, Olivia Trudeau, Drew Vachon, Felicia Gianni
- Fr. Daniele's podcast "The Catholic Buzz: has aired two episodes with questions from Catholic Secondary Schools in the diocese including St. Mary's College.
- ALPHA for Youth is being offered by St. Veronica's Catholic Church via Google Meet. There are 4 SMC students serving as small group leaders as well as 4 SMC students participating. (Also participating are gr. 7 & 8 students from our Board who are grouped separately) Mrs. Palumbo and Miss Parniak are working with the team from St. Veronica's to support the program Tuesday evenings.
- Miss Parniak's Gr. 12 Religion Class is spearheading "SMC Share Lent Share Love" over the month of March, with all proceeds going to Development and Peace. This is a fundraising and knowledge raising initiative. At the end of the month students will be invited to sign a letter composed by the grade twelves to our Member of Parliament.
- Proceeds are directed towards communities in the Global South who have been faced with additional challenges because of the COVID-19 pandemic.
- Connections are made with staff who are off on medical leaves as well.
- Our Ash Wednesday Prayer Service was well received by students and staff. This was led by Miss Parniak's gr. 12 class who recorded a skit about getting into spiritual shape.

Student Council

- Student Council has planned a St. Patrick's Day week which will be held from March 15th-18th.
- "Lucky Week" consists of a St Patrick's dress down day on Wednesday and our "Lucky Tickets" draw.
- There are three themed baskets available to be won in the lucky tickets draw.
- The themes are summer, movie night, and starbucks/coffee.
- These baskets consist of gift cards and various items relating to the basket's theme.
- Student Council felt it was important to make sure that all students could participate, which is why the tickets are free of charge.
- Every student will get one ticket and have an equal chance of winning.
- There is also a staff basket which will work the same way as the student baskets.

Student Senate

- We have continued to discuss details about Matt Sicolý's presentation which is set to take place at the end of April. All grade 7-12 students will be invited to attend the event virtually.