



Shirt Designed by:
Avery Waboose,
Gr. 12, SMC

OPEN SESSION



Agenda and Reports

Wednesday, September 21, 2022

7:15 P.M.

Meeting Room #6



Huron-Superior Catholic
DISTRICT SCHOOL BOARD

**AGENDA FOR THE OPEN SESSION BOARD MEETING OF THE
HURON-SUPERIOR CATHOLIC DISTRICT SCHOOL BOARD
ON WEDNESDAY, SEPTEMBER 21, 2022 @ 7:15 PM
IN MEETING ROOM #6**

A CALL TO ORDER

1. **Acknowledgement of Traditional Lands – (Jenna)**
We are currently located on the traditional lands of the Batchewana First Nation, Garden River First Nation and the Metis Nation. As people who now reside in the 1850 Robinson-Huron Treaty territory, 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), Ogimaa Brent Bissaillion, John Caputo, Leslie Cassidy-Amadio, Tony D'Agostino, Lindsay Liske, Carol MacEachern, Kathleen Rosilius

Regrets:

Joe Ruscio

Officials:

Danny Viotto (Director of Education), Joe Chilelli, Christine Durocher, Fil Lettieri, Justin Pino

Student Trustees:

Owen Middleton, Jenna Viotto

Other Reps:

Darrell Czop (President, O.E.C.T.A.)
Marnie McDonald (Vice-President, O.E.C.T.A.)
Corey Gardi (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. **Motion:** That the Huron-Superior Catholic District School Board adopts the Agenda for the Board Meeting of Wednesday, September 21, 2022.

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 Open Board Meeting of June 15, 2022.** (Pg 10)
Motion: That the Huron-Superior Catholic District School Board approve the Minutes of the Open Board Meeting of June 15, 2022.
2. **Minutes of the Closed Board Meeting of June 15, 2022.**
Motion: That the Huron-Superior Catholic District School Board approve the Minutes of the Closed Board Meeting of June 15, 2022.

F BUSINESS ARISING FROM THE MINUTES**G PRESENTATIONS**

1. **Introduction of New Student Trustee** – Superintendent Chilelli to introduce Owen Middleton, Student Trustee for 2022-23.
2. **Summer Programming 2022** – Superintendent Durocher to introduce Stephanie Vendramin (Site Administrator of the Summer Learning Programs K-6), Franca Spadafora (Administrator for Summer Transition Program), Cassandra Bruni and Michelle Chapman (Teachers); Director Viotto to introduce Domenic Rosso (Administrator for Summer Transition Program and Secondary Summer School), Joanne Barton (Continuing Education Assistant); and Superintendent Lettieri to introduce Shannon Flint and Hannah Syrette (Indigenous Grad Coach and Indigenous Transition Coach – Mino Bimaadiziwin).
3. **Supporting Newcomers and our English Language Learners Over the Summer** – Superintendent to introduce Alexandra Berlingieri (Special Assignment Teacher for Newcomers) and Jordan D'Addetta (Multilingual Learner Teacher).

H COMMITTEE REPORTS

1. **Minutes of the Special Education Advisory Committee Meeting** (Pg 15)
Motion: That the Minutes of the S.E.A.C. meeting of the Huron-Superior Catholic District School Board of May 25, 2022 be approved.

I ADMINISTRATIVE ITEMS REQUIRING ACTION**1. ELECTRONIC POLL – Tablet Refresh (Pg 22)**

That the Huron-Superior Catholic District School Board approve the purchase of 534 Samsung Galaxy tablets and cases from Compugen Inc. in the amount of \$188,768.

CARRIED

2. ELECTRONIC POLL – Wifi Upgrade 2022 (Pg 24)

That the Huron-Superior Catholic District School Board approve the purchase of 72 Aruba access points and mounts in the amount of \$58,227.

CARRIED

3. Borrowing Resolution (Pg 26)

Motion: That the Huron-Superior Catholic District School Board authorizes the Chair or Vice-chair and Director of Education and Treasurer to borrow funds from time to time not to exceed \$15 million in aggregate from the Royal Bank of Canada for the 2022/23 school year in accordance with Section 243 of the Education Act, specifically,

That the Chair or Vice Chair and the Director of Education and Treasurer are authorized on behalf of the Board to borrow from time to time by way of loan agreement or promissory note(s), or overdraft, or banker's acceptance from the Banker of the Board, currently Royal Bank of Canada ("RBC") or from any other approved lender authorized for borrowing purposes in accordance with Section 243 of the Act a sum or sums not exceeding in aggregate \$10,000,000 to meet, until current revenue is collected, the current expenditures of the board, currently from RBC, or from any other approved lender loan agreement, promissory note(s) or bankers acceptances, as the case may be, sealed with the corporate seal of the Board and signed by two of the Chair or Vice Chair and the Director of Education and Treasurer for the sums borrowed plus interest at a rate to be agreed upon from time to time with the Banker of the Board, currently RBC, or from any other approved lender.

That the Chair or Vice Chair and the Director of Education and Treasurer are authorized on behalf of the Board to borrow from time to time by way of loan agreement, promissory note, or overdraft, or banker's acceptance from the Banker of the Board, currently Royal Bank of Canada ("RBC") or from any other approved lender authorized for borrowing purposes in accordance with Section 243 of the Act a sum or sums not exceeding in aggregate \$5,000,000 to meet, until current revenue is collected, the current Capital expenditures of the board, currently from RBC, or from any other approved lender loan agreement, promissory note(s) or bankers acceptances, as the case may be, sealed with the corporate seal of the Board and signed by two of the Chair or Vice Chair and the Director of Education and Treasurer for the sums borrowed plus interest at a rate to be agreed upon from time to time with the Banker of the Board, currently RBC, or from any other approved lender.

The Director of Education and Treasurer is authorized and directed to apply in payment of all or any sums borrowed plus interest, all of the money collected or received in respect of the current revenues of the Board.

The Treasurer of the Board is authorized and directed to deliver to the Banker of the Board, currently RBC, or from any other approved lender from time to time upon request a statement showing (a) the amount of the estimated current revenues of the Board for the current year not yet received, or, where the estimates for the current year have not been adopted, a statement showing the estimated revenues of the Board as set forth in the estimates adopted for the previous fiscal year and the amount of the revenues of the current year already received and also showing the total of any amounts borrowed under Section 243 of the Education Act in the current year that have not been repaid.

4. **Policy 2009 – Risk Management (Pg 29)**
Motion: That the Huron-Superior Catholic District School Board approves Policy 2009 as presented.
5. **OSTA-AECO Fall General Meeting – October 20-23, 2022**
Motion: That the Huron-Superior Catholic District School Board allows Student Trustees Jenna Viotto and Owen Middleton to travel to Toronto to attend the OSTA-AECO Fall General Meeting.
6. **Fieldtrips (Pg 38)**
Motion: That the Huron-Superior Catholic District School Board approves the following field trip applications:
 1. Our Lady of Lourdes French Immersion School (Elliot Lake) – to travel to Toronto, ON on June 26, 2023 and returning June 29, 2023.

J INFORMATION ITEMS

1. **Reports to the Director of Education / Board of Trustees**
 - a) **Accessibility Report** – Director Viotto (Pg 41)
 - b) **SMC Activity Report** – Student Trustees Viotto and Middleton (Pg 44)
2. **Correspondence**
3. **Notes of Thanks**
 Sammi Deschamplain

K UPCOMING EVENTS

September 22	-	Twenty-Five Year Service Celebration
September 23	-	Faith Day
Sept 26 – 30	-	Truth and Reconciliation Week
September 28	-	SEAC Meeting
September 30	-	National Day of Truth and Reconciliation

September 30	-	Orange Shirt Day
October 1	-	OCSTA Fall Regional Meeting - Virtual
October 10	-	World Mental Health Day
October 10	-	Thanksgiving Day
October 13	-	Retirement Dinner Celebration
October 17	-	International Day for the Eradication of Poverty
October 19	-	Next Board Meeting

L CLOSING PRAYER – Student Trustee Owen Middleton

M ADJOURNMENT



CATHOLIC EDUCATION:

**WE ARE
MANY,
WE ARE
ONE**



"We, who are many, are one body
in Christ, and individually we are
members, one of another."
(Romans 12:5)

Call to Prayer (Sandra)

Let us calm our minds and hearts to prepare ourselves for prayer.

In the name of the Father, and of the Son and of the Holy Spirit. Amen+

The beginning of a new school year is filled with so much promise and potential for growth and learning. There is much excitement and anticipation. Let us listen to God's word about how we can move into this year in faith.

A reading from Paul's letter to the Christians in Rome. (Gary)

I appeal to you therefore, brothers and sisters, by the mercies of God, to present your bodies as a living sacrifice, holy and acceptable to God, which is your spiritual worship. Do not be conformed to this world, but be transformed by the renewing of your minds, so that you may discern what is the will of God – what is good and acceptable and perfect. ...For as in one body we have many members, and not all the members have the same function, so we, who are many, are one body in Christ, And individually we are members one of another. We have gifts that differ according to the grace given to us...



The Word of the Lord. **Thanks be to God.**

Prayer of the Faithful (Carol)

Our response to each prayer is: **Lord, hear our prayer.**

That we will see the beauty of creation all around us and be grateful for our Mother the earth. We pray to the Lord.

That we will listen to our students and families and support one another this school year. We pray to the Lord.

(Kathleen)

That we will reflect and pray for our municipal, provincial and federal leaders that they will make decisions for the common good. We pray to the Lord.

That we will learn to work cooperatively and collaboratively with those around us so we are united as one. We pray to the Lord.

That we will act with kindness and compassion, especially when differences are experienced. We pray to the Lord.

Let us pray together our Board prayer (All)

We are many, we are one; we all form one body in Christ.

Lord,

when we see the one before us, let us reverence your presence within;

when we listen to one another, let us hear with our hearts;

when we reflect on each encounter, may we discern to understand;

when we learn from those around us, let us respect our differences with joy;

and when we act, may we be kind and generous to all,

for each person is a member of your body, with all that they are.

We are many, we are one.

Amen.

In the name of the Father, and of the Son and of the Holy Spirit. Amen+

WE ARE **MANY** WE ARE **ONE**





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 values

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 vision

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.

Journey Together in Faith and Learning

**MINUTES FOR THE OPEN SESSION BOARD MEETING OF THE
HURON-SUPERIOR CATHOLIC DISTRICT SCHOOL BOARD
ON WEDNESDAY, JUNE 15, 2022 @ 7:15 PM
IN MEETING ROOM #6**

PRESENT: Trustees:

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

Officials:

Danny Viotto (Director of Education), Joe Chilelli, Christine Durocher, Fil Lettieri, Justin Pino

Student Trustees:

Adam Morgenstern, Jenna Viotto

REGRETS: Ogimaa Brent Bissaillion

Vision and Values

Trustee Caputo thanked all HSCDSB staff for their hard work and collaboration in getting our students through the pandemic and back to school. The feeling of things getting back to normal is greatly welcomed by all.

Trustee Trembinski attended the Holy Angels Learning Centre graduation today that honoured 39 graduates. It was a heartwarming ceremony celebrated with family and friends.

Superintendent Chilelli congratulated all student athletes and coaches for an exceptional first season back after the pandemic. All sporting events were offered at both elementary and secondary levels and amazing achievements were reached by our students.

Superintendent Chilelli took this opportunity to thank outgoing Student Trustee Morgenstern for his dedicated and passionate work with the board. Morgenstern was wished all the best by those in attendance, as this was his last meeting.

Director Viotto highlighted a very dedicated bus driver who transports some of our special needs students. He exemplifies an unsung hero who takes time to decorate the bus or play "Happy Birthday" on the saxophone to make our students feel extra special.

Chair Turco mentioned the Touch a Truck fundraising event, that the board helped sponsor, which took place on Saturday, June 11, 2022, for Habitat for Humanity. This event raised approximately \$16,000.

Superintendent Lettieri congratulated the educators in the ILS program, who, through the Summer Employment Program, assisted seven students obtaining full time employment in our community. A short video was watch that highlighted the students with their new employers. Superintendent Lettieri commended those employers on their inclusivity with hiring for these summer positions.

As it is National Indigenous Awareness Month, Superintendent Durocher highlighted the meetings that took place between board staff and Serpent River First Nation. Superintendent Durocher thanked those who spent many hours planning, organizing and attending these meetings.

Director Viotto attended the Arts Festival held at St. Mary's College on June 14, 2022. He was amazed at the showcase of talent by our students and the warm and welcoming atmosphere provided by the event.

Oh behalf of CPCO, Corey Gardi, President, thanked Administrative Council and the Trustees for the opportunity to have the Principals'/Vice-Principal's Retreat held last weekend. This event provided the attendees a much-needed opportunity to connect with fellow staff from the East and North, as well as enjoy guest speakers and a mass celebrated by Bishop Dowd.

Chair Turco thanked OECTA for their invitation to the retirement dinner held on June 5, 2022. Although she was unable to attend, Vice-Chair Gary Trembinski did and an enjoyable evening was had by all.

Adg# Res#

B-1 B-681 Moved by: J. Caputo

Seconded by: T. D'Agostino

That the Huron-Superior Catholic District School Board adopts the Agenda for the Board Meeting of Wednesday, June 15, 2022.

CARRIED

C DISCLOSURE OF CONFLICT OF INTEREST AND THE GENERAL NATURE THEREOF

Trustee D'Agostino disclosed a deemed pecuniary interest in item I-4 on the agenda for the board meeting of June 15, 2022 and did not take part in the consideration or discussion of, or vote on any question with relation to this item. Trustee D'Agostino recused himself for this portion of the meeting.

Trustee MacEachern disclosed a deemed pecuniary interest in item I-4 on the agenda for the board meeting of June 15, 2022 and did not take part in the consideration or discussion of, or vote on any question with relation to this item. Trustee MacEachern recused herself for this portion of the meeting.

Trustee Rosilius disclosed a deemed pecuniary interest in item I-4 on the agenda for the board meeting of June 15, 2022 and did not take part in the

consideration or discussion of, or vote on any question with relation to this item. Trustee Rosilius recused herself for this portion of the meeting.

- E-1 B-682 Moved by: L. Liske Seconded by: C. MacEachern**
That the Huron-Superior Catholic District School Board approve the Minutes of the Open Board Meeting of May 18, 2022.
CARRIED
- G-1 Catholic Faith Testimony**
Lorenzo Bressan (Grade 12 Student, St. Mary's College) was unable to attend the board meeting. In his absence, Stephanie Parniak (Chaplain, St. Mary's College) presented his faith testimony, which included recommendations that he felt would be helpful to grow the faith of our students.
- G-2 HSCDSB Staff Census Update**
Darla Pirillo (Manager of Human Resources) and Devon Sanderson (Human Resources Administrator) presented the data collected through the staff census taken in June 2021. This data will be further reviewed and used in various data comparators in the fall of 2022.
- G-3 SEAC Recommendations**
Theresa Coccimiglio (Chair) and Rosanne Zagordo (Special Education Coordinator) presented the committee's 14 evidence-based recommendations to the Huron-Superior Catholic District School Board with respect to matters that establish, develop, and deliver special education programs and services for students with special needs.
- H-1 B-683 Moved by: G. Trembinski Seconded by: J. Caputo**
That the Minutes of the S.E.A.C. meeting of the Huron-Superior Catholic District School Board of April 27, 2022 be approved.
CARRIED
- I-1 B-684 ELECTRONIC POLL**
That the Huron-Superior Catholic District School Board approve the purchase new server hardware infrastructure from Dell Technologies in the amount of \$111,862.65.
CARRIED
- I-2 B-685 ELECTRONIC POLL**
That the Huron-Superior Catholic District School Board approve the purchase of 87 new Dell Latitude 3330 laptops from Dell Technologies in the amount of \$102,783.54.
CARRIED

- I-3 B-686 Moved by: K. Rosilius Seconded by: G. Trembinski**
That the Huron-Superior Catholic District School Board approves the appointment of Kasia Ceglaz as the alternate SEAC member representing THRIVE Child Development Centre, while Tina Coombs is on maternity leave for the 2022-2023 school year.
CARRIED
- I-4 B-687 Moved by: G. Trembinski Seconded by: L. Cassidy-Amadio**
That the Huron-Superior Catholic District School Board approves the 2022-23 Operating Budget as presented.
CARRIED
- I-5 B-688 Moved by: J. Caputo Seconded by: C. MacEachern**
That the Huron-Superior Catholic District School Board award the contract for psychological assessments to Dr. Keith Lefave for three (3) years commencing September 2022.
CARRIED
- I-6 B-689 Moved by: K. Rosilius Seconded by: T. D'Agostino**
That the Huron-Superior Catholic District School Board awards the contract for Universal Washroom Upgrades at St. Mary Catholic School, to Jobst Bros. Construction.
CARRIED
- I-7 B-690 Moved by: K. Rosilius Seconded by: L. Cassidy-Amadio**
That the Huron-Superior Catholic District School Board allows Student Trustee Adam Morgenstern to travel to Toronto to attend the OSTA-AECO Executive Transitional Conference.
CARRIED
- I-8 B-691 Moved by: J. Caputo Seconded by: K. Rosilius**
That the Huron-Superior Catholic District School Board approves the following field trip applications:
1. St. Mary's College – to travel to Stratford, ON on September 27, 2022 and returning September 28, 2022.
CARRIED
- J-a Student Demographic Census**
Superintendent Lettieri touched on the student demographic census that will be taking place in the fall of 2022. This survey will collect voluntary data from grades kindergarten to 12. This census is intended to promote equitable and inclusive learning environments in our schools through evidence informed decision-making.
- J-b SMC Activity Report**
Student trustees Morgenstern and Viotto reported on the accomplishments of the SMC students and highlighted some June sports and events at the school. A few noteworthy items were the carnival, Cancer Campaign fundraising events and the upcoming graduation preparations.

M-1 B-692 Moved by: L. Liske

Seconded by: T. D'Agostino

That the Huron-Superior Catholic District School Board open meeting of
Wednesday, June 15, 2022 adjourns at 9:20 p.m.

CARRIED

Chairperson: _____

Secretary: _____



SPECIAL EDUCATION ADVISORY COMMITTEE

S.E.A.C.

Minutes

Date: Wednesday, May 25, 2022

<https://meet.google.com/wii-mryt-vcx>

Time: 4:00pm - 6:00pm

Attendance: Theresa Coccimiglio, Tina Coombs, Irma DiRenzo, Chelsy Hannah, Sherri Kitts, Jared Lambert, Fil Lettieri, Jacques Ribout, Gary Trembinski, Sandra Turco, Rosanne Zagordo

Student Trustees and Guests: Jenna Viotto

Regrets: Adam Morgenstern, Danny Viotto

AGENDA ITEMS		ACTION	WHO	WHEN
1.	PRAYER FOR SEAC Welcome and prayer	<ul style="list-style-type: none">Prayer was said by all.	Rosanne Zagordo Theresa Coccimiglio	
2.	ACCEPTANCE OF PREVIOUS MINUTES (April 27, 2022)	<ul style="list-style-type: none">Minutes were accepted.	Sherri Kitts Tina Coombs	
3.	AGENDA ADDITIONS/CHANGES			
4.	GUEST(s): REPORTS <ul style="list-style-type: none">SMC Student Trustees	<ul style="list-style-type: none">Inclusion at SMC- elections for student council were filled except for Junior VP, where there was a vote.There was an online poll for voting this year.	Jenna Viotto	

		<ul style="list-style-type: none"> • There were computers in the lobby for those who didn't have a computer. • There is a carnival on June 3- Grade 8's will be coming to participate in the activities. • Social media posts are available • ILS is going on adventures outside as part of their program. 		
5.	MINISTRY UPDATES	<ul style="list-style-type: none"> • The new de-streamed Grade 9 Science course replaces Science, Grade 9, Academic (SNC1D) and Science, Grade 9, Applied (SNC1P) and will be implemented in classrooms across the province starting in September 2022, along with the revised elementary Science and Technology curriculum. As of September 2022, SNC1D and SNC1P should not be offered, and these course codes will expire at the end of the 2021-22 school year. As such, any grade 9 Science courses taught at Summer School would be based on the current Applied or Academic curriculum. <p>➤ The revised course is available to all parents, teachers and students on the Curriculum and Resources website at Ontario.ca/curriculum. As with all revised curriculum, a key changes document and parent guide are available to outline new learning in the course. Educators will also have access to professional learning opportunities, including ministry hosted webinars, which will be made available on the Curriculum and Resources website.</p> <p>➤ The ministry is also partnering with third party organizations, including k2i academy at York University, Ontario Science Centre, Science</p>	Fil Lettieri	

		<p>North and Sustain Ontario, to ensure educators have access to a variety of implementation support.</p> <ul style="list-style-type: none"> The government has received a significant amount of feedback on the proposed changes to Bill 81 (Provision of health support services in school settings). Certainly directors and boards expressed many concerns. There will be no formal communication from the Ministry, however, CODE has been informed that the government is not in a position to move forward on the PPM for September 2022, as they require more time to fully review all the feedback. The Ministry is continuing to review the feedback they received. https://www.dcp.edu.gov.on.ca/en/sci-tech-key-changes 		
6.	<p>SEAC BUSINESS</p> <ul style="list-style-type: none"> SEAC Recommendations Special Education Plan Letter from Near North DSB Letter from Kenora CDSB Letter from Kawartha Pine Ridge DSB 	<ul style="list-style-type: none"> This letter from Near North DSB is sharing a common concern expressed by other school boards regarding online learning supports, accessibility and universal design for Learning in provincial online learning resources and the platforms used to access these resources. The second letter from Kenora CDSB requests the Minister to evaluate the true costs associated with SIP claims to support students and increase funding accordingly. Further to the request, that the Special Education funding model be reviewed and changed to accurately reflect the increasing and more complex needs of students with special needs. This letter from Kawartha Pine DSB addresses the current nursing shortage and how it affects students in schools who require nursing care. It is recommended that updates to the 'Family Managed Home Care/Self Directed Care program eligibility requirements now include parents/guardians of students with complex medical needs that prevent 	Rosanne Zagordo	

		them from attending school due to the shortage of nurses.		
7.	BUSINESS CARRIED FORWARD	<ul style="list-style-type: none">• Changing SEAC meeting times		September

8.	<p>SUPERINTENDENT AND COORDINATOR'S REPORT</p> <ul style="list-style-type: none"> • EA projections • Staffing is in progress • Classroom Organizations • Transition to Kindergarten Meetings • New Counsellors in the East • Northern Adjustment Category 	<ul style="list-style-type: none"> • Krista Abraham, our Student & Family Counsellor in the East, resigned from her position two weeks after returning from Maternity Leave. We were able to hire Michelle Walsh, who was replacing Krista, on a permanent basis as well as an additional Student & Family Counsellor, Samantha Carley, who will join our Mental Health Team in September 2022. The Wellness Coach position will not be renewed. • HSCDSB Procedures for Jordan's Principle Funding was shared at the most recent Principals' Meeting. This was done to ensure a consistent approach is implemented system-wide in accordance with the purpose of the funds, which is to be an enhancement in service. • We are in the process of revising our EA allotments per school to reflect funding within the budget and the needs at each school. Principals will be receiving classroom organizations next week, which is pertinent information in determining how they will strategically assign EAs to classes based on shared/cluster support. • The Enrichment Program concluded on Thursday, May 19th. I had an opportunity to participate in the program as a guest speaker. A media release will be forthcoming. • School board trustees approved the appointment of Melanie Ross as a new SEAC member at large. • Melanie is a Learning Specialist in the Community Integration Through Cooperative Education Program at Sault College, whereby she works to support students with learning disabilities, social 	<p>Fil Lettieri Rosanne Zagordo</p>	
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		<p>challenges, developmental disabilities and mental health concerns in accomplishing their goals</p> <ul style="list-style-type: none"> • Melanie's dedication to Special Education is further evident in her commitment to lifelong learning; she is a registered ECE and is currently enrolled at Cambrian College, studying in the Applied Learning Disabilities Program. • Melanie's involvement with SEAC provides a connection to Sault College and a local program that benefits our students with special needs • Melanie will join our June meeting • Principal placements were announced. In regards to the virtual school, there have been students who have transitioned back to in person learning with transition meetings to support them. • Transition to Kindergarten meetings are in progress. These meetings now include the home school/parents, and community partners for the student with special needs.. There are 30 city transition meetings and 10 East/North meetings scheduled. 		
a.	North Shore Tribal Council (S. Kitts)	<ul style="list-style-type: none"> • They hired an ASW worker at Holy Cross. • There is a Graduation parade being planned • We hired a special education driver. 	Sherri Kitts	
b.	AUTISM ONTARIO SSM CHAPTER PARENT INVOLVEMENT COMMITTEE (I. DiRenzo)	<ul style="list-style-type: none"> • No report at this time. 	Irma Drenzo	
c.	ALGOMA FAMILY SERVICES (T. Coccimiglio)	<ul style="list-style-type: none"> • Dr. Ulzen is coming to Sault Ste. Marie, • There is a new program at AFS that partners with the board for Human Sex Trafficking • Deborah Irwin has retired from AFS. • Sandy Leith and Jeanne Barnett are in discussion with the HSCDSB to talk about the Care and Treatment programs. • AFS will be taking a lead about the Breakfast program 	Theresa Coccimiglio	
d.	THRIVE – WELL BEING COMMITTEE (T. Coombs)	<ul style="list-style-type: none"> • THRIVE appreciates the board's support as they transition to housing the ICDP and SLP programs. • June will be Tina's last meeting until September 2023. A replacement for her is in progress. 	Tina Coombs	

e.	COMMUNITY LIVING ALGOMA (J. Ribout)	<ul style="list-style-type: none"> Shelley Moore is planning to come to Sault Ste. Marie and work with the school boards as much as they are possible on the October 24th PD day. 	Jacques Ribout	
f.	MEMBER-AT-LARGE (C, Hannah)	<ul style="list-style-type: none"> Employment solutions has a program running through the summer. There are 20 hours of training and the target is youth that have a lot of barriers to work through. There is a secondary program starting soon. The age range is 15-18. 	Chelsy Hannah	
g.	MEMBER-AT-LARGE – FOCUS ON FAITH (I. DiRenzo)	<ul style="list-style-type: none"> No report at this time. 	Irma DiRenzo	
h.	TRUSTEES REPORT (G. Trembinski, S. Turco)	<ul style="list-style-type: none"> North Shore Tribal council presented to the Trustees. Debbie Mayer resigned and a new trustee has been appointed- Brent Bassillion. SEAC member at large was approved The Right to Disconnect report was announced The new student trustee- Owen Middleton was announced. 	Gary Trembinski Sandra Turco	
9.	NOTES Minutes by: Rosanne Zagordo	<ul style="list-style-type: none"> Adjournment at 5:47 pm. 	Jacques Ribout Irma DiRenzo	

Next Meeting: June 8, 2022

Location: Google Meet

Time: 4:00 – 6:00 p.m.



ELECTRONIC POLL/VOTE

1. REASON FOR ELECTRONIC POLL – ITEMS NEED TO BE ORDERED AS SOON AS POSSIBLE AND NEXT BOARD MEETING NOT UNTIL SEPTEMBER
2. **Motion:** that the Huron-Superior Catholic District School Board approve the purchase of 534 Samsung Galaxy tablets and cases from Compugen Inc. in the amount of \$188,768.
3. VOTE BY TRUSTEES [Please Check (✓) appropriate box]

TRUSTEE	YES	NO	ABSTAIN	UNABLE TO CONTACT
BISSAILLION, Brent	✓			
CAPUTO, John	✓			
CASSIDY-AMADIO, Leslie	✓			
D'AGOSTINO, Tony	✓			
LISKE, Lindsay	✓			
MacEACHERN, Carol	✓			
ROSILIUS, Kathleen				✓
RUSCIO, Joe	✓			
TREMBINSKI, Gary	✓			
TURCO, Sandra	✓			
TOTALS	9			1

4. RESOLUTION CARRIED: YES (✓) NO ()
5. SIGNATURE OF DIRECTOR: *Danny Liotta*
6. DATE: June 27, 2022



**REPORT TO THE DIRECTOR
RE: PRIMARY DIVISION TABLET REFRESH**

Submitted by: Patrick Pelletier
Manager of Information Technology
2022-06-27

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 refresh 534 Samsung Galaxy tablets and cases for primary classrooms. Currently, the existing tablets are six years old and are in need of replacement.

A quotation was been obtained from Compugen Inc. and listed as follows:

534	Samsung Tab A8 Silver 64GB	\$175,686
534	BlueElement Rugged Case	<u>\$13,083</u>
	Total	\$188,769

Compugen Inc. is an OEMC partner. The purchase would be made using our existing OEMC agreement and based on the boards purchasing policy, no other tender or RFP is required.

It is recommended that the Huron-Superior Catholic District School Board approve the purchase of 534 new Samsung Galaxy tablets and cases in the amount of \$188,769. This purchase is part of the Information Technology annual budget.

Motion: That the Huron-Superior Catholic District School Board approve the purchase of 534 Samsung Galaxy tablets and cases from Compugen Inc. in the amount of \$188,769.



ELECTRONIC POLL/VOTE

1. REASON FOR ELECTRONIC POLL – TO BE PURCHASED BEFORE SEPTEMBER 2022.
2. **Motion:** that the Huron-Superior Catholic District School Board approve the purchase of 72 Aruba access points and mounts in the amount of \$58,227.
3. VOTE BY TRUSTEES [Please Check (✓) appropriate box]

TRUSTEE	YES	NO	ABSTAIN	UNABLE TO CONTACT
BISSAILLION, Brent				✓
CAPUTO, John	✓			
CASSIDY-AMADIO, Leslie	✓			
D'AGOSTINO, Tony	✓			
LISKE, Lindsay	✓			
MacEACHERN, Carol	✓			
ROSILIUS, Kathleen				✓
RUSCIO, Joe	✓			
TREMBINSKI, Gary				✓
TURCO, Sandra	✓			
TOTALS	7			3

4. RESOLUTION CARRIED: YES (✓) NO ()

5. SIGNATURE OF DIRECTOR: 

6. DATE: July 21, 2022



**REPORT TO THE DIRECTOR
RE: WIRELESS UPGRADE**

Submitted by: Patrick Pelletier
Manager of Information Technology
2022-07-21

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 refresh 72 wireless access points for key locations in our schools. Currently, the existing infrastructure is at end of life.

A quotation has been obtained from Access 2 Networks Inc., which is our current vendor of record.

Pricing is as follows:

72	Aruba AP-515 RW unified access points	\$57,191
70	Access point mounts	<u>\$1,036</u>
	Total	\$58,227

This purchase will be made using our vendor of record contract with Access 2 Network Inc.

It is recommended that the Huron-Superior Catholic District School Board approve the purchase of 72 new Aruba access points and required mounts in the amount of \$58,227. This purchase has been fully funded through a Ministry of Education TPA labeled Connectivity at School Program.

Motion: That the Huron-Superior Catholic District School Board approve the purchase of 72 Aruba access points and mounts in the amount of \$58,227.



REPORT TO THE DIRECTOR OF EDUCATION BORROWING RESOLUTION

Date:
September 21 2022

Submitted by:
Justin Pino
Superintendent of Business

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 resources responsibly, justly, responsively, and wisely.

Background and Information

There are timing differences throughout the year between revenues and expenditures, which may cause the Board to borrow funds on a short-term basis. In accordance with Subsection 243(1) of the Education Act (R.S.O. 1990) (the "Act"), a board may by resolution, authorize the treasurer and the chair or vice-chair to borrow from time to time the sums that the board considers necessary to meet the current expenditures of the board until the current revenue has been received. The amount borrowed shall not exceed the un-received balance of the estimated revenues of the Board, as set out in the estimates adopted for the fiscal year, unless the Board is subject to a financial recovery plan approved by the Minister.

It is estimated that the Board may need to borrow at certain times throughout the year an amount not to exceed \$10 million and would maintain an operating line of credit with the Royal Bank of Canada.

Additionally, the Board has capital projects, which will also have timing differences with payments of invoices and receipt of revenues from the Ministry associated with these projects. It is estimated that these differences will not exceed \$5 million for the year. All capital projects will be completed within Ministry funding. Therefore, the borrowing is temporary in nature to offset timing differences between revenues and expenditures.

Recommendation:

It is recommended that the Chair or Vice Chair and the Director of Education and Treasurer are authorized on behalf of the Board to borrow from time to time by way of loan agreement or promissory note(s), or overdraft, or banker's acceptance from the Banker of the Board, currently Royal Bank of Canada ("RBC") or from any other approved lender authorized for borrowing purposes in accordance with Section 243 of the Act a sum or sums not exceeding in aggregate \$10,000,000 to meet, until current revenue is collected, the current expenditures of the board, currently from RBC, or from any other approved lender loan agreement, promissory note(s) or bankers acceptances, as the case may be, sealed with the corporate seal of the Board and signed by two of the Chair or Vice Chair and the Director of Education and Treasurer for the sums borrowed plus interest at a rate to be agreed upon from time to time with the Banker of the Board, currently RBC, or from any other approved lender.

It is recommended that the Chair or Vice Chair and the Director of Education and Treasurer are authorized on behalf of the Board to borrow from time to time by way of loan agreement, promissory note, or overdraft, or banker's acceptance from the Banker of the Board, currently Royal Bank of Canada ("RBC") or from any other approved lender authorized for borrowing purposes in accordance with Section 243 of the Act a sum or sums not exceeding in aggregate \$5,000,000 to meet, until current revenue is collected, the current Capital expenditures of the board, currently from RBC, or from any other approved lender loan agreement, promissory note(s) or bankers acceptances, as the case may be, sealed with the corporate seal of the Board and signed by two of the Chair or Vice Chair and the Director of Education and Treasurer for the sums borrowed plus interest at a rate to be agreed upon from time to time with the Banker of the Board, currently RBC, or from any other approved lender.

It is recommended that the Director of Education and Treasurer is authorized and directed to apply in payment of all or any sums borrowed plus interest, all of the money collected or received in respect of the current revenues of the Board.

It is recommended the Director of Education and Treasurer of the Board is authorized and directed to deliver to the Banker of the Board, currently RBC, or form any other approved lender from time to time upon request a statement showing (a) the amount of the estimated current revenues of the Board for the current year not yet received, or, where the estimates for the current year have not been adopted, a statement showing the estimated revenues of the Board as set forth in the estimates adopted for the previous fiscal year and the amount of the revenues of the current year already received and also showing the total of any amounts borrowed under Section 243 of the Education Act in the current year that have not been repaid.

Proposed Resolution:

That the Huron-Superior Catholic District School Board authorizes the Chair or Vice-chair and Director of Education and Treasurer to borrow funds from time to time not to exceed \$15 million in aggregate from the Royal Bank of Canada for the 2022/23 school year in accordance with

Section 243 of the Education Act, specifically,

That the Chair or Vice Chair and the Director of Education and Treasurer are authorized on behalf of the Board to borrow from time to time by way of loan agreement or promissory note(s), or overdraft, or banker's acceptance from the Banker of the Board, currently Royal Bank of Canada ("RBC") or from any other approved lender authorized for borrowing purposes in accordance with Section 243 of the Act a sum or sums not exceeding in aggregate \$10,000,000 to meet, until current revenue is collected, the current expenditures of the board, currently from RBC, or from any other approved lender loan agreement, promissory note(s) or bankers acceptances, as the case may be, sealed with the corporate seal of the Board and signed by two of the Chair or Vice Chair and the Director of Education and Treasurer for the sums borrowed plus interest at a rate to be agreed upon from time to time with the Banker of the Board, currently RBC, or from any other approved lender.

That the Chair or Vice Chair and the Director of Education and Treasurer are authorized on behalf of the Board to borrow from time to time by way of loan agreement, promissory note, or overdraft, or banker's acceptance from the Banker of the Board, currently Royal Bank of Canada ("RBC") or from any other approved lender authorized for borrowing purposes in accordance with Section 243 of the Act a sum or sums not exceeding in aggregate \$5,000,000 to meet, until current revenue is collected, the current Capital expenditures of the board, currently from RBC, or from any other approved lender loan agreement, promissory note(s) or bankers acceptances, as the case may be, sealed with the corporate seal of the Board and signed by two of the Chair or Vice Chair and the Director of Education and Treasurer for the sums borrowed plus interest at a rate to be agreed upon from time to time with the Banker of the Board, currently RBC, or from any other approved lender.

The Director of Education and Treasurer is authorized and directed to apply in payment of all or any sums borrowed plus interest, all of the money collected or received in respect of the current revenues of the Board.

The Treasurer of the Board is authorized and directed to deliver to the Banker of the Board, currently RBC, or from any other approved lender from time to time upon request a statement showing (a) the amount of the estimated current revenues of the Board for the current year not yet received, or, where the estimates for the current year have not been adopted, a statement showing the estimated revenues of the Board as set forth in the estimates adopted for the previous fiscal year and the amount of the revenues of the current year already received and also showing the total of any amounts borrowed under Section 243 of the Education Act in the current year that have not been repaid.



POLICY TITLE: RISK MANAGEMENT

Approved: September 21, 2022

POLICY NO: 2009

Page: 1 of 1

Policy

The Huron-Superior Catholic District School Board is committed to effective governance and recognizes the fiduciary responsibility of trustees to manage and monitor the major risks of the board. With the assistance of the Audit Committee of the Board, the Huron-Superior Catholic District School Board is committed to measuring the major institutional risks that threaten the achievement of the board's strategic objectives and ministry mandates while assessing the controls that the board has put in place to mitigate the risks identified.

The Huron-Superior Catholic District School Board engages in a wide range of initiatives which all give rise to an element of risk. The board encourages intelligent risk taking when the risk is appropriately managed.

The Board is committed to:

- Incorporating a risk management culture into the operations of the Board
- Integrating risk management into the strategic planning process and resource allocation decisions
- Managing risk and leveraging opportunities in accordance with best practices
- Re-assessing the Board's risk management model regularly and the effectiveness of the noted controls in the context of ever-changing strategic priorities
- Anticipating and responding to changing social, environmental and legislative requirements.

APPROVED Regular Meeting of the Board September 21, 2022
Motion – B-

DISTRIBUTION
i) Trustees
ii) Administration
iii) Principals



PROCEDURAL GUIDELINES

RISK MANAGEMENT

PURPOSE

The purpose of this policy is to:

- establish a consistent approach to risk management and incorporate it into the strategic planning processes of the Board in an effort to support decision making and resource allocation at both the operational and strategic levels.
- apply a consistent approach to risk management to support the Board's governance responsibilities for the oversight of responsible risk-taking.
- manage a transparent approach to risk through open and meaningful communication and monitoring of all major institutional risks that balances the cost of managing risk with the anticipated benefit.

SCOPE

This policy applies to all plans, activities, business processes, policies, procedures, individuals, and property at the Huron-Superior Catholic District School Board. This policy is to be used in conjunction with the Risk Management Register/Model (Assessment Tool). The Board acknowledges that risk is everywhere; the scope of this framework is to quantify and manage major institutional risks as defined below.

DEFINITIONS

"Major Institutional Risk"

A major institutional risk is one that:

- has the potential to negatively or positively affect the board's ability to achieve one or more strategic objectives as set out in the Board's Multi-Year Strategic Plan and Ministry mandates, and
- cannot be effectively managed operationally by a single department or several departments working together due to lack of authority or resources.

"Mitigation Strategy/Controls"

Mitigation Strategy/Controls are the measures used to modify the risk to fall within the Board's tolerance for that risk. Options include accept, mitigate, transfer, or avoid the event, trend, or course of action.

"Residual Risk"

Residual Risk is the amount of risk still prevalent within a situation after a certain level of mitigation strategies/controls have been put in place to mitigate the noted risk.

“Risk”

Risk is the chance that an event, trend or course of action will have either a positive or negative effect on an institution’s ability to meet its strategic or operational objectives.

“Risk Analysis”

Risk Analysis is the process of determining the likelihood of a particular event, trend, or course of action occurring, the impact on operational or strategic objectives if it does and the speed of onset or how quickly the risk will occur.

“Risk Tolerance”

Risk Tolerance is the level of risk the Board is willing to accept for any event, trend or course of action. Risk tolerance will vary depending on the potential effect of the risk on the Board’s operational or strategic objectives.

“Risk Management Register/Model (Assessment Tool)”

The Risk Register/Model is a list of identified major institutional risks that documents the risk analysis, risk scores, risk treatments, and status of each risk.

Responsibilities

Audit Committee: is responsible for oversight of the Board’s risk management framework, including the identification, escalation, management, and monitoring of all financial risks across the school board.

Director of Education: is responsible for ensuring that risk management is integrated into the development of strategic plans and operational decisions, and for reporting on the school board’s risk profile to the Audit Committee annually.

Superintendents of Education: are responsible for a family of schools and as such, will work collaboratively with the Principals/Vice Principals to ensure risk is mitigated following board policies and procedures.

Principals/Vice Principals/Managers/Supervisors: Known as Risk Mitigators, who are typically responsible for one or more board functions and are directly responsible for implementing mitigation strategies/controls as directed by the Risk Management Team and their respective Superintendent of Education. Risk Mitigators are responsible for maintaining good internal controls, managing their operational risks, and advising their respective Superintendent of Education of any risks in their area of accountability that cannot be managed operationally.

Superintendent of Business: is responsible for monitoring sector best practices and standards, working with Risk Mitigators to analyze risks and develop effective risk treatments, managing the Board’s insurance program, regularly updating and/or renewing the risk register, and coordinating with the Senior Team, who will serve as the Risk Management Team.

Risk Management Team: the team will be chaired by the Superintendent of Business and will include the Director of Education, the Superintendents of Education, the Manager of Human Resources, the Manager of Information Technology and the Manager of Plant Services. Principals/Vice Principals, the board's Health & Safety Officer, and any other applicable resource will support the Risk Management Team as needed. The Risk Management Team will assist in identifying emerging risks, prioritizing identified risks, directing mitigation strategies/controls, advising on the allocation of sufficient resources to mitigation strategies/controls, monitoring the results of mitigation strategies/controls, reviewing and updating the Risk Management Register/Model in preparation for the annual Board Finance report, and ensuring that risk management is integral to strategic goal setting and decision making.

All employees: are responsible for effectively managing risks in their area of responsibility and identifying and advising their supervisor of potential risks.

Risk Management Process

Risk Mitigators will:

1. Consider risk factors when supervising board activities.
2. If aware of an untreated risk in your area of accountability, determine the potential impact of the risk on your operation, or the board, the likelihood of that risk to occur, and how quickly the risk will occur.
3. Determine if you should:
 - a. Avoid the risk – i.e. discontinue the activity giving rise to the risk if it will not negatively affect operational objectives;
 - b. Mitigate the risk – i.e. follow Emergency Procedures Handbook, advise their respective Superintendent of identified risk, etc.
 - c. Manage the risk – i.e. Take additional measures to minimize losses and/or maximize gains such as altering procedures, adding physical safety measures, cross training personnel, duplicating important equipment, or backing up data.
 - d. Accept the risk – i.e. The potential loss or gain is not significant.
4. If in doubt, seek advice from your respective Superintendent.

Superintendents will:

1. Validate the risk analysis in light of existing strategic objectives.
2. If the Risk Mitigator's recommended mitigation strategy/controls is appropriate, determine whether resources can be allocated to implement the mitigation strategy/controls.
3. Provide advice and assistance to Risk Mitigators with respect to risk analysis, risk scoring, and risk mitigation/controls.
4. Maintain the Risk Management Register/Model and ensure all new and updated risks are entered in a timely manner. (Appendix A)
5. Ensure the budget is amended to reflect any additional resource allocations.
6. Monitor risk trends in the education sector and advise Risk Mitigators as required.

Risk Management Team will:

1. Compile risks from all operations and Risk Mitigators within his/her respective portfolios.
2. Assist in reviewing the risk analysis to determine the risk levels of various initiatives.
3. Provide direction to the Superintendent of Business as follows:
 - a. The risk mitigation/controls to be undertaken;
 - b. The resources available to implement the risk mitigation/controls;
 - c. The measurable results expected;
 - d. The draft annual Risk Report to the Audit Committee

The Audit Committee will:

1. Review the annual Risk Report to ensure risks are being identified and managed.
2. Access the steps the Director of Education and senior business official have taken to manage risks, including the adequacy of insurance for those risks.
3. Make recommendations to the Board of Trustees on policies and procedures based on the annual Risk Report.

The Board of Trustees will:

1. Review and approve this Policy and Procedure document.
2. Receive and review the report.

Appendix A – Risk Management Register/Model (Assessment Tool)

The Board acknowledges that there is an element of risk in any decision or activity and encourages intelligent risk taking when the risk is appropriately managed. This statement, applied to all major institutional risks, explains a critical component of the Board's risk management framework by quantifying each risk and indicating the required risk treatment across the following areas:

RISK CATEGORY	DESCRIPTION
Compliance/Legal	Uncertainty regarding compliance with laws, regulations, standards, policies, directives, contracts. May expose the school board to the risk of fines, penalties, litigation.
Equity	Uncertainty that policies, programs, services have an equitable impact on the population.
Financial	Uncertainty on obtaining, using, maintaining economic resources, meeting overall financial budgets/commitments. Includes fraud risk.
Governance/Organizational	Uncertainty of having appropriate accountability and control mechanisms such as organizational structures and systems processes. Systemic issues, cultural values, organizational capacity commitment, and learning and management systems, etc.
Information/Knowledge	Uncertainty regarding the access to or use of accurate, complete, relevant and timely information. Uncertainty regarding the reliability of information systems.
Environmental	Uncertainty usually due to external risks facing an organization including air, water, earth, forests. An example of an environmental, ecological risk would be the possible occurrence of a natural disaster and its impact on an organization's operations.
People/Human Resources	Uncertainty as to the school board's ability to attract, develop, and retain the talent needed to meet its objectives.
Operational Service	Uncertainty regarding the performance of activities designed to carry out any of the functions of the school board, including design and implementation.
Political	Uncertainty of the events may arise from or impact any level of the government. E.g. change in government
Privacy	Uncertainty with regards to the safeguarding of personal information or data, including identity theft of unauthorized access.
Security	Uncertainty relating to physical or logical access to data and locations.
Stakeholder	Uncertainty around the expectations of the public, other governments, media or other stakeholders.

Strategic	Uncertainty that strategies and policies will achieve required results or that policies, directives, guidelines, legislation will not be able to adjust necessary.
Technology	Uncertainty regarding the alignment of IT infrastructure with technology and business requirements. Uncertainty of the availability and reliability of technology.
Catholic Faith	Uncertainty of threats to Catholic education. e.g. funding, prevalence of secularism

Guideline

A major institutional risk differs from an operational risk in that:

- It has the potential to negatively or positively affect Huron-Superior Catholic District School Board's ability to achieve one or more strategic objectives as set out in the Multi-Year Strategic Plan, or any other significant Ministry of Education mandates, and
- It cannot be effectively managed operationally by a single department or several departments working together due to lack of authority or resources.

Once identified, a major institutional risk must be analyzed to determine its potential effects on the Board. Wherever possible, quantifiable data rather than anecdotal evidence or assumptions should be used. However, in many cases, especially in relation to reputation risk, there are too many variables to accurately determine a precise likelihood, impact or speed of onset, so judgment, experience, sector trends, and the results of similar events at other institutions must be used to predict a worst, or best, case outcome.

A risk score is developed by assessing three variables:

1. The likelihood of a risk event occurring;
2. The severity of that event; and
3. The speed of onset of the risk or event occurring.

Assisted by the tables that follow, the Risk Management Team estimates likelihood on a scale from "Rare" to "Certain", impact from "Incidental" to "Extreme", and speed of onset from "Very Slow" to "Very Fast" then determines the overall level of risk by adding the scores from the three variables and categorizing the risk as "Low", "Medium", or "High".

Likelihood Scale – represent the possibility that a given event will occur.

Rating	Annual Frequency	
	Descriptor	Definition
5	Certain	Given event occurs at least once in a year; Continually experienced.
4	Likely	Given event occurs at least once in every 3 years; Will occur frequently
3	Possible	Given event occurs at least once in every 5 years; Will occur several times
2	Unlikely	Given event occurs at least once in every 15 years; Unlikely, but can reasonably be expected to occur
1	Rare	Given event occurs at least once in every 25 years; Unlikely to occur but possible

Impact Scale – refers to the extent to which a risk event might affect the Board.

Rating	Descriptor	Definition
5	Extreme	Financial loss of \$1,000,000 or more Long-term negative media coverage Significant prosecution and fines, litigation including class actions Significant injuries or fatalities to employees or third parties, such as students or vendors Multiple senior leaders leave Ministry of Education supervising school board to return back to financial stability
4	Major	Financial loss of \$250,000 up to \$1,000,000 Long-term negative media coverage Report to regulator requiring major project for corrective action Limited in-patient care required for employees or third parties, such as students or vendors Some senior managers leave, high turnover or experienced staff, not perceived as employer of choice Operational capacity hindered by 80-100%
3	Moderate	Financial Loss of \$100,000 up to \$250,000 Short-term negative media coverage Report of breach to regulator with immediate correction to be implemented Out-patient medical treatment required for employees or third parties, such as students or vendors Operational capacity hindered by 40-80%
2	Minor	Financial Loss of \$50,000 up to \$100,000 Local reputational damage Reportable incident to regulator, no follow-up No or minor injuries to employees or third parties, such as students or vendors General staff morale problems and increase in turnover Operational capacity hindered by 10-40%
1	Incidental	Financial loss up to \$50,000 Local media attention quickly remedied Not reportable to regulator No injuries to employees or third parties, such as students or vendors Isolated staff dissatisfaction Operational capacity hindered by <10%

Speed of Onset – refers to the time it takes for a risk event to manifest itself (time elapses between the occurrence of an event and the point at which the board first feels its effects).

Rating	Speed of Onset	
	Descriptor	Definition
5	Very Fast	Very rapid onset, little or no warning, instantaneous
4	Fast	Onset occurs in a matter of days to a few weeks
3	Medium	Onset occurs in a matter of a few months
2	Slow	Onset occurs in a matter of several months
1	Very Slow	Very slow onset, occurs over a year or more

Total Score – is the sum of the Likelihood, Impact, and Onset scales. The total score determines if the overall risk is categorized as high, medium or low.

Rating	Total Score	
	Descriptor	Definition
11-15	High	The potential risk is likely to be major, likely and quick to happen
6-10	Medium	The potential risk is meaningful in one category or middle of the road in all 3 categories
1-5	Low	The potential risk scores low on all 3 categories

Managing the Risk

The overall risk is measured based on the total cumulative score of the likelihood, impact, and speed of onset scores. The mitigation strategies/controls noted within each identified risk are identified by the Risk Mitigators and Risk Management Team. Any residual risk is identified by the Risk Management Team. The Audit Committee assesses the level of residual risk to determine if the level of residual risk is appropriate.

If a risk requires further mitigation strategies/controls, the Audit Committee will recommend further action for the Risk Management Team. If the level of residual risk is acceptable, no further mitigation strategies/controls are needed and the Audit Committee will accept the level of residual risk.

The Risk Management Register/Model, will be reviewed and updated by the Risk Management Team one (1) time per year. The Audit Committee of the Board will assess the Risk Management Model one (1) time per year.

FIELD TRIPS - FORM A

Huron-Superior Catholic District School Board

APPLICATION FOR BOARD APPROVAL EXTENDED FIELDTRIP OUTSIDE THE BOARD'S JURISDICTION

SCHOOL: Our Lady of Lourdes French ImmersionNAME OF TEACHER Nadia Zanatta GRADE 7/8requests authorization to take his/her class to Toronto, Ontario
(place or area)Date of Departure: Monday June 26th/2023Date of Return: Thursday June 29th/2023Number of Students: 26 Number of Staff: 2 Number of Adults: n/a
(at least 1 required)

Note: Both male and female chaperones should accompany overnight trips with mixed student groups.

Means of Transportation: flying (Porter Airlines) + public transit in the city
(Under no circumstances are students to drive other students.)

Itinerary to be provided with this application.

Special provisions to provide for Universal Access: n/a

Note: The Principal confirms that all "Volunteers" have had a Criminal Reference Check and that all students have out of province/country medical insurance for travel outside the province/country. The principal also confirms that all staff/chaperones are aware of Policy 5003 Field Trips and its accompanying Procedural Guidelines.

[Signature]
(Signature of Principal)

September 7th 2022
(Date)

AUTHORIZATION

This Extended Field trip is approved.

(Signature of Director)_____
(Date)

Distribution: The Principal will sign the form and send it to the Director of Education.

Once approved, a copy will be sent to the Principal for his/her records.

Our Lady of Lourdes French Immersion: Grade 7/8 Toronto Trip Itinerary

Date: June 26th 2023 - June 29th 2023

Students: 27

Staff: 2 (1 male + 1 female)

Parents/Guardians: 0

TRAVEL

(TO/FROM TORONTO)	(TO/FROM AIRPORT - 2 OPTIONS)
Flying: Porter Airlines (departure/arrival will be Sault Ste. Marie or Sudbury - pending availability)	Bus: A school bus will transport the students and staff to/from the Sault Ste. Marie or Sudbury Airport
**NOTE: This was an incredible experience in June 2019 - to provide the opportunity of flying was an immediate consensus from parents and families. Billy Bishop provides an excellent location to arrive and depart.	Vehicle: Parents/guardians will be responsible for driving their child/children to/from the Sault Ste. Marie or Sudbury Airport. **NOTE: This was the decision made by the parent group in June 2019 - departing from/arriving in Sault Ste. Marie. Families wanted to experience the Airport with their children and see them off on the trip.

ACCOMODATION

New College Residence at the University of Toronto

- Dorm style rooms (2 students per room)
- Communal bathrooms and showers
- Security provided on campus grounds and within our area of stay

ITINERARY

DATE	ACTIVITY	CURRICULUM LINK
Monday June 26th 2022	Travel Little Canada - a journey of discovery through the sights and sounds of our great country in miniature scale - unleashing the sense of wonder, discovery, and curiosity.	History, Geography, Indigenous Education

	Mass: St. Michael's Cathedral Basilica	Religion / Catholic Graduate Expectations
Tuesday June 27th 2022	Royal Ontario Museum Skyzone Trampoline Park Ripley's Aquarium CN Tower	History and Art Physical Education and Health Science
Wednesday June 28th 2022	Canada's Wonderland Eaton Center	Physical Education
Thursday June 29th 2022	Queen's Park Hockey Hall of Fame Travel	History History, Health, and Physical Education

****NOTE:** Public transit was used to transport students and staff to the various locations. This was very well received by the students, parents, and families.



REPORT TO THE BOARD OF TRUSTEES UPDATE ON MULTI-YEAR ACCESSIBILITY PLAN

Date: September 22, 2022

Submitted by:

Danny Viotto
Director of Education

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 to utilizing our resources responsibly, justly, responsively, and wisely.

Background

In accordance with the Accessibility for Ontarians with Disabilities Act (AODA), the Huron-Superior Catholic District School Board (HSCDSB) developed a multi-year accessibility plan for the years 2018 – December 2023. Available at <https://www.hscdsb.on.ca/wp-content/uploads/2020/12/Multi-Year-Accessibility-Plan-2018-2023.pdf>, the plan outlines various steps to be taken to improve the board's accessibility. The plan identifies five main categories of improvements for the board:

- Customer Service
- Employment
- Information and Communications
- Physical / Architectural
- Transportation

The plan outlines how barriers in three of these areas – Customer Service, Information and Communication, and Physical / Architectural – were to be addressed in the 2021-2022 school year. More detail about improvement in these three areas follows.

Customer Service

The board's accessibility plan indicates that, during the 2021-22 school year, the board would:

- **Review Accessibility Awareness Training** – The plan indicates that all new staff must be trained in accessibility awareness. The board's Human Resources Department has taken the lead on this initiative and confirmed that all new employees, trustees, and volunteers receive this training in their onboarding package. The online module, available through the Ontario Education Services Corporation (OESC), must be completed and employees must sign a declaration indicating that they have watched the 30-minute Accessible Customer Service video in its entirety.

For the 2022-23 school year, the board will continue to review the status of accessibility awareness training, to ensure new staff members have been appropriately trained. The board's Human Resources Department will continue to take the lead on this review.

Information and Communications

The board's accessibility plan indicates that, during the 2021-22 school year, the board would:

- **Review Accessibility Policies and Procedures** – Policy 6005: Accessibility Standards was reviewed to ensure that all facets of it were complete and updated. This policy and its associated procedural guidelines and appendixes were presented to the Policy Committee on September 8, 2021. An updated version of the procedural guidelines and appendixes was posted on the board's website shortly thereafter.
- **Review Capacity of School Libraries** – An appendix was added to Policy 6005: Accessibility Standards related to accessible and/or conversion-ready resources. This appendix, created by the board's Special Education Department, allows teachers from across the board to request access to accessible materials for their students as they are needed. In addition, students have access to a number of other accessible resources, including, but not limited to, audio books, ebooks, and Google Read and Write.
- **Review Accessibility Features of Board and School Websites** – The board updated and migrated its website to a new platform in 2021. Our board and school websites meet WCAG, 2.0, Level AA standards.

For the 2022-23 school year, the board will continue to:

- Review the status of accessibility awareness training to ensure new staff have been provided with the training.

- Review the status of the board's accessibility policies and procedures and update as required.
- Continue to review the capacity of school libraries to provide accessible or conversion-ready formats of digital or multimedia resources upon request.
- Continue to review accessibility features of all updates and purchases related to board and school websites, in anticipation of WCAG, 2.0, Level AA standards.

The board's Information Technology, Communications, and Special Education Departments will continue to take the lead on these reviews.

Physical / Architectural

The board's revised accessibility plan indicated that upgrades would be completed at Our Lady of Fatima in Chapleau and St. Basil's in White River during the 2020-21 school year. Due to budget limitations, the upgrades at Our Lady of Fatima in Chapleau were deferred to the 2022-23 school year. The following upgrades did occur during the summer of 2022:

St. Basil, White River - During the summer of 2022, the board made substantial improvements to this school. Accessibility upgrades included the conversion of a former boy's washroom to a full universal washroom, renovations to the main student washrooms, and upgrade of the school's main entrance to make it fully accessible.

Our Lady of Fatima, Elliot Lake – The board also made substantial improvements to this school during the summer of 2022. The accessibility upgrades at Our Lady of Fatima included the installation of a new kindergarten area with barrier-free washrooms. The doors into and out of the classroom were also upgraded to provide barrier-free access.

St. Mary's Catholic Elementary School, Massey – Due to operational needs, the board decided to proceed with the installation of a full universal washroom in Massey. Full accessibility upgrades at this site had not been scheduled to occur until the 2023-24 school year, however this critical and immediate need warranted proceeding with the washroom at this time.

Although the board's revised multi-year plan indicates that accessibility features would be installed at Our Lady of Lourdes and St. Paul schools in Sault Ste. Marie during the 2021-22 school year, both of these projects have been postponed until a finalized budget is established. The board's Plant Services Department will continue to take the lead on all physical / architectural work.



**Re: St. Mary's College School Activity Report
September 2022**

September 12, 2022

*Submitted by:
Jenna Viotto
Owen Middleton
Student Trustees
St. Mary's College*

Faith:

- Miss Parniak continues to support SMC in the role of Chaplain and is a great resource to the students of SMC and us, as student trustees.
- Our Chapel is set up and ready for classes to sign up to visit
- Once again we have the Blessed Sacrament present in the tabernacle.
- All classrooms have been provided with materials for their prayer tables.
- Morning prayers continue to be led by students and Miss Parniak on the PA each day.
- Some staff have asked about the return of morning prayer for staff (which may also be open to students) before the start of the school day.
- This year Fr. Charles will be celebrating mass with our students. Dates have been set for all Masses and Prayer Services. In addition to Masses celebrated at SMC, students will attend Mass at St. Gerard Majella twice this year (walking once and bussed the other time)
- We are returning to having full day retreats at St. Kateri for all Gr. 11 and 12 students studying Religion this year.
- Gr. 9 and Gr.10 Religion classes will have half day retreats in the SMC Chapel.
- We extended an invitation to the local priests to attend our Gr. 9 BBQ where they could meet and mingle with students and staff as well as enjoy a meal on us.

Sports:

- Girl's Basketball tryouts for junior and senior teams took place August 29-September 2nd.
- Football Tryouts for junior and senior teams took place August 25 until September 1st.
- The first junior football game took place on September 10th

- The first senior football game took place on September 16th
- The first junior and senior basketball games take place on September 21st
- We are very excited about the year of athletics ahead

Student Council:

- SMC Student Council ran welcome week September 12-16 with many different activities such as what would you do for a freezie, minute to win it games for the grade 9s, musical chairs, a Kahoot game, and pep rally for the final day.

Student Senate:

- Applications for Student Senate were sent out Thursday September 15, and were due Tuesday September 20.