

Huron-Superior Catholic District School Board

BOARD MEETING

AGENDA

2025-2026

Wednesday, April 22, 2026

7:15 p.m.

Board Room /
Google Meet

100 Ontario Ave.,
Sault Ste. Marie, ON
705-945-5400



Photos courtesy of:
Our Lady of Lourdes Catholic Elementary School (SSM)



**AGENDA FOR THE OPEN SESSION BOARD MEETING OF THE
HURON-SUPERIOR CATHOLIC DISTRICT SCHOOL BOARD
ON WEDNESDAY, APRIL 22, 2026 @ 7:15 PM
IN THE BOARD ROOM**

A CALL TO ORDER

1. **Acknowledgement of Traditional Lands –** (Student Trustee Orazietti)
The Huron-Superior Catholic District School Board recognizes that the land where we learn, work, and live is the traditional territory of Indigenous peoples who have been its caretakers for millennia. We are inspired by their legacy to care for Mother Earth, cherish the sacredness of creation, and use resources wisely and with gratitude. Today we meet on Turtle Island in the area governed by the Robinson-Huron Treaty of 1850. It is the traditional land of the Batchewana First Nation, the Garden River First Nation and the Metis settlement at Bawating. We are committed to listening, learning, and fostering meaningful relationships. We open our hearts to the teachings, knowledge, and stories shared by our Indigenous brothers and sisters.

2. **Prayer** (Pg 5)

3. **Call the Roll:**

Trustees:

Sandra Turco (Chair), John Bruno (Vice-Chair), Carol Amadio, John Caputo, Kerri Commanda, Tony D’Agostino, Wayne Greco, Lindsay Liske, Carol MacEachern, Kathleen Rosilius

Officials:

Fil Lettieri (Director of Education), Stephanie Circelli, Justin Pino, Franca Spadafora, Syndy Withers

Student Trustees:

Abbie Dasa Kumar, Michaela Kyle, Alexander Orazietti

Guests:

Dave Coccimiglio

Regrets:

Joe Chilelli

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, April 22, 2026.

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 March 25, 2026.** (Pg 7)
Motion: That the Huron-Superior Catholic District School Board approve the Minutes of the Open Board Meeting of March 25, 2026.
2. **Minutes of the In-Camera Board Meeting of March 25, 2026.**
Motion: That the Huron-Superior Catholic District School Board approve the Minutes of the In-Camera Board Meeting of March 25, 2026.

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

1. **School Readiness Program** – Superintendent Spadafora to introduce Rachel Biedermann (Principal, St. Basil Elementary School), Hannah Lettieri and Stephanie Vendramin (Vice-Principals, St. Basil Elementary School), Lori Ivey (Speech Language Pathologist), and Jenna Shoemaker (Speech Language Pathologist Assistant).
2. **EQAO Preparations** – Superintendent Circelli to introduce Mike Oliveria (System Administrator - Math), Anita Turcotte (Catholic Curriculum Coordinator K-12) and Chris Vuorenyrja (System Administrator - Math).

H COMMITTEE REPORTS

1. **Audit Committee Meeting Minutes** – December 9, 2025 (Pg 11)
2. **Policy Committee Meeting Minutes** – January 13, 2026, and February 18, 2026 (Pg 14)
3. **Special Education Advisory Committee Meeting Minutes** – February 25, 2026 (Pg 20)

I ADMINISTRATIVE ITEMS REQUIRING ACTION

1. **LED Lighting, Barrier Free & Classroom Upgrades – Holy Name of Jesus Catholic Elementary School (Hornepayne) (Pg 24)**
Motion: That the Huron-Superior Catholic District School Board award the construction contract for the LED Lighting, Barrier Free & Classroom Upgrades at Holy Name of Jesus Catholic Elementary School (Hornepayne), to Helix Contracting.
2. **Policy 6023 – Working From Home (Pg 25)**
Motion: That the Huron-Superior Catholic District School Board approve Policy 6023 as presented.
3. **Policy 6027 – Human Rights (Pg 29)**
Motion: That the Huron-Superior Catholic District School Board approve Policy 6027 as presented.

J INFORMATION ITEMS

1. **Reports to the Director of Education / Board of Trustees**
 - a) **SMC Activity Report – Student Trustees Dasa Kumar, Kyle and Orazietti (Pg 34)**
2. **Correspondence**
3. **Notes of Thanks**

K TEN-MINUTE QUESTION AND ANSWER PERIOD

- ON AGENDA ITEMS FOR THOSE IN ATTENDANCE

L UPCOMING EVENTS

- | | | |
|-----------|---|---|
| April 22 | - | Earth Day |
| April 22 | - | Administrative Professionals Day |
| April 23 | - | PIC Meeting |
| April 29 | - | SEAC Meeting |
| May 1 | - | Principals Appreciation Day |
| May 3 – 9 | - | Catholic Education Week |
| May 6 | - | MMIWG Awareness Day |
| May 8 | - | Educational Assistants Appreciation Day |
| May 10 | - | Mother’s Day |
| May 13 | - | Our Lady of Fatima |
| May 17 | - | The Ascension of the Lord |
| May 18 | - | Victoria Day |
| May 20 | - | Grand Opening of St. Kateri Learning Centre |
| May 20 | - | Next Board Meeting |

M CLOSING PRAYER – Trustee MacEachern

N ADJOURNMENT

Prayer

Trustee Commanda

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

Risen Christ,

We praise You for the joy of the Easter season,
for the light of Your Resurrection that overcomes
darkness,
renews our hearts, and restores our hope.



Trustee D'Agostino

As Catholic School Trustees,
You call us to walk together as pilgrims of hope,
guided by faith, strengthened by love,
and committed to the path of holiness in all that we do.
May the promise of new life shape our decisions,
so that our governance reflects Your truth, justice, and compassion.

Trustee Greco

Send Your Holy Spirit upon us as we serve.
Give us wisdom to discern what is best for the children and
families entrusted to our care,
courage to lead with integrity and humility,
and unity of heart as we work for the common good.



Trustee Liske

May our Catholic schools be places where the Risen Christ is known and
loved,
where hope is nurtured, dignity is honoured,
and each person is invited to grow in faith and holiness.
Help us to be faithful witnesses to the Gospel,
carrying Easter hope into every conversation, challenge, and choice.

We ask this through Christ our Lord.

Amen.

In the name of the Father, and of the Son and of the Holy Spirit. 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 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, MARCH 25, 2026 @ 7:15 PM
IN THE BOARD ROOM**

- PRESENT:**
- Trustees:**
Sandra Turco (Chair), John Bruno (Vice-Chair), Carol Amadio, John Caputo, Kerri Commanda, Wayne Greco, Lindsay Liske, Carol MacEachern (virtual), Kathleen Rosilius
- Officials:**
Fil Lettieri (Director of Education), Joe Chilelli, Stephanie Circelli, Justin Pino, Franca Spadafora, Syndy Withers
- Student Trustees:**
Abbie Dasa Kumar, Michaela Kyle
- GUESTS:** Dave Coccimiglio
- REGRETS:** Tony D'Agostino, Alexander Oraziatti

Values and Vision

Superintendent Circelli highlighted two major school community achievements, beginning with Holy Cross winning the Kindness Passport contest during Kindness Week. The school earned a \$500 prize for their extensive acts of kindness and chose to donate the funds to the Helping Hands Caring Hearts Fund to support the Board's school communities. Additionally, St. Mary's French Immersion was named an educational winner in the Soo Greyhounds' Paint the Town Red contest for their spirited team displays. The school received 50 tickets to an upcoming playoff game and will host a visit from the team mascot, Dash, on March 27th.

Adg# Mtn#

- B-1 B-1087 Moved by: J. Caputo Seconded by: C. Amadio**
That the Huron-Superior Catholic District School Board adopts the Agenda for the Board Meeting of Wednesday, March 25, 2026.
CARRIED
- E-1 B-1088 Moved by: K. Rosilius Seconded by: C. MacEachern**
That the Huron-Superior Catholic District School Board approve the Minutes of the Open Board Meeting of February 18, 2026.

With the following correction: Trustee Greco's name was removed from the attendance at the St. Francis French Immersion Grade 8 Entrepreneurship Day as he did not attend.

CARRIED

Indigenous Youth Empowerment Gathering in Halifax, NS and SMC's \$1,000 donation to the Dolly Parton Foundation.

N-1 B-1099 Moved by: J. Caputo Seconded by: K. Rosilius
That the Huron-Superior Catholic District School Board meeting of
Wednesday, March 25, 2026, adjourns at 8:50 p.m.
CARRIED

Chairperson: _____

Secretary: _____

Huron-Superior Catholic District School Board Audit Committee Meeting Minutes



Tuesday, December 2, 2025
4:00 p.m.
Board Room or Virtual

Attendance: *J. Bruno (Board Vice-Chair), L. Liske, S. Dwyer, K. Umrigar, F. Lettieri, J. Pino, B. McKinlay, D. Senegal, St. Denis, M. Dodge, Megan Sherwood, G. Stefanizzi, J. Archambault, P. Pelletier*

Guests: *Sandra Turco (Board Chair), Wayne Greco*

Regrets:

Land Acknowledgement	The Huron-Superior Catholic District School Board recognizes that the land where we learn, work, and live is the traditional territory of Indigenous peoples who have been its caretakers for millennia. We are inspired by their legacy to care for Mother Earth, cherish the sacredness of creation, and use resources wisely and with gratitude. Today we meet on Turtle Island in the area governed by the Robinson-Huron Treaty of 1850. It is the traditional land of the Batchewana First Nation, the Garden River First Nation and the Metis settlement at Bawating. We are committed to listening, learning, and fostering meaningful relationships. We open our hearts to the teachings, knowledge, and stories shared by our Indigenous brothers and sisters. Let us journey today in a good way.
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AGENDA ITEMS – Closed Meeting		ACTION	WHO	WHEN	DONE ✓
1.	Prayer	https://www.hscdsb.on.ca/board/catholicity/	J. Pino		
2.	Adoption of Order of Business	J. Pino asked the committee to adopt the order of business	J. Pino		
3.	Disclosure of conflict of interest and general nature thereof	J. Pino asked the committee if there were any conflicts of interest. No conflicts declared.	J. Pino		
4.	Confirmation of Minutes from last meeting	Moved by J. Bruno. Seconded by L. Liske	J. Pino		
5.	Election of Chair	J. Pino opened the floor to nominations. L. Liske nominated S. Dwyer. S. Dwyer nominated J. Bruno	J. Pino		

		<p>S. Dwyer noted he wanted his name to stand.</p> <p>J. Bruno declined his nomination to stand given S. Dwyer's name was put forward.</p> <p>S. Dwyer accepted his name to stand.</p> <p>S. Dwyer accepted the position of Chair of the Audit Committee</p>			
6.	Review draft financial statements and external audit	<p>J. Archambault presented the audit opinion as clean.</p> <p>The Financial Statements were reviewed by the Audit Committee and associated questions were answered satisfactorily.</p> <p>MOTION: Accept the Financial Statements as presented and recommend for presentation to and approval by the Board of Trustees.</p> <p>Moved by Moved by J. Bruno, Seconded by L. Liske</p>	<p>J. Archambault M. Sherwood J. Pino B. McKinlay</p>		
7.	Resolve any disagreements between management and the external auditor about financial reporting	None noted	S. Dwyer		
8.	Evaluation of External Auditor	<p>S. Dwyer asked the Audit Committee for feedback on the work of the external auditors, BDO.</p> <p>The committee agreed that BDO performed well and tasked S. Dwyer and J. Pino to work on the evaluation form and present it to the Audit Committee once completed.</p>	S. Dwyer		
9.	Evaluation of Internal Auditor	The committee noted that the performance of the Regional Internal Audit Team was satisfactory.	S. Dwyer		
10.	2024-25 Audit Committee Report	J. Pino advised the Audit Committee that the annual report was presented to the Board in October 2025.	J. Pino		
11.	ECNO ISO Vulnerability Analysis - Pen Test Results	P. Pelletier informed the Audit Committee of the results of the ECNO ISO Vulnerability Analysis – Pen Test Results. Specific vulnerabilities were noted in the report and discussed. It was noted that most threats have been addressed or are in the process of being addressed.	<p>J. Pino P. Pelletier</p>		

		P. Pelletier to present at the March Audit Committee meeting.			
12.	OSBIE Cyber Scorecard	J. Pino provided an update on the Board’s ability to purchase enhanced cyber coverage in light of the additional IT security measures put in place by the Board. P. Pelletier noted that there is nothing surprising with the survey results. The survey is based on the Board providing OSBIE with the require information. Efforts to improve IT Security documentation are underway by the IT Department.	J. Pino P. Pelletier		
13.	Standing Item – Status of Audit Committee Plan	J. Pino noted that the ‘Status of the Audit Committee Plan’ is a standing item to ensure that the Audit Committee is fulfilling its obligations.	J. Pino		
14.	Discussion without management present	Discussions did take place without management present.	S. Dwyer		
15.	Next Meeting	Motion to adjourn: L. Liske, seconded by J. Bruno Next meeting: Tuesday March 24, 2026	S. Dwyer		
AGENDA ITEMS – Closed Meeting		ACTION	WHO	WHEN	DONE ✓
1.	No Agenda Items				
2.					

AGENDA ITEMS – Opened Meeting		ACTION	WHO	WHEN	DONE ✓
1.	No Agenda Items				



**POLICY COMMITTEE
AGENDA
Tuesday, January 13, 2026**

Google Meet: <https://meet.google.com/cqu-svuf-oyr>

**Board Room
4:30 – 6:00 a.m.**

Attendance: John Bruno (Chair), Carol Amadio, Lindsay Liske, Kathleen Rosilius, Sandra Turco, Kerri Commanda (Alternate)

Regrets:

Resources: Fil Lettieri, Justin Pino

Guests: Stephanie Circelli, Franca Spadafora, Syndy Withers

Chair:

Minutes: Fil Lettieri

Items		Discussion	Who / When
1.	Prayer	<ul style="list-style-type: none"> Board prayer 	J. Bruno
2.	Review of Minutes – December 11, 2025	<ul style="list-style-type: none"> The minutes were approved. 	J. Bruno
3.	Policies for Current Committee Review		
	4013 – Honoraria – Procedural Guideline	<ul style="list-style-type: none"> The Procedural Guideline has been added within the Board’s Purchasing Policy. There is no change to the Policy. Consultation took place with the Indigenous Education Committee (IEC). The Procedural Guideline is in alignment with the practice of other educational institutions. There was no change to the Policy statement, so Board approval is not required. This new Procedural Guideline will be communicated to Elders, Knowledge Keepers, and schools. 	S. Circelli

Items		Discussion	Who / When
	4019 – Personal Property of Students and Employees	<ul style="list-style-type: none"> There is no Procedural Guideline that accompanies the Policy. A Catholicity statement was added to the Policy as well as additional changes in wording. The Policy will go to the Board of Trustees for approval. 	J. Pino 15
	6024 – Employee Health and Wellness	<ul style="list-style-type: none"> This is a newly developed policy, and so there were no changes to the Policy statements and Procedural Guidelines. The Policy Committee is in support of this recommendation. 	S. Withers
	6029 – Non-Academic Hiring Practices	<ul style="list-style-type: none"> There are no changes to the Policy statement. There were some changes to the Procedure Guidelines, specifically as it pertains to emergency fills. 	S. Withers
	7022 – Toileting Emergencies of Primary Students	<ul style="list-style-type: none"> Few boards have a policy and procedural guideline for toileting emergencies of non-exceptional students. There are no changes to the Policy and Procedural Guidelines. The Policy Committee is in support of this recommendation. 	F. Spadafora
4.	Future Policies for Review in the 2024-25 School Year		
	2002 Inclusive Language 4015 Personal Mobile Devices and Acceptable Use of ICT Resources 4026 Flags on Board Property 5001 Catholic Education: Instruction, Assessment, Evaluation and Reporting Grades 1-12 7010 Equity and Inclusive Education 7011 Release of Information Regarding Pupils 7012 Ontario Student Record (OSR)		S. Circelli J. Chilelli J. Pino S. Circelli S. Circelli F. Lettieri F. Lettieri
5.	Future Policies for Review in the 2025-26 School Year		
	2003 Governance Process 2005 Advocacy 3005 Construction Management 4010 Fundraising in Schools 4023 Disposal of Furniture and Equipment 5002 International Education 6005 Accessibility Standards 6018 Incident Reporting 6020 Work Refusals 6023 Working from Home 6027 Human Rights 6031 Employee Footwear 6032 Principal / Vice-Principal Hiring Guidelines		F. Lettieri F. Lettieri J. Pino J. Pino J. Pino J. Pino J. Pino F. Spadafora F. Spadafora F. Lettieri S. Withers S. Withers

Items	Discussion	Who / When
7000 Child Abuse 8000 Board Operations Not Covered by Policies		S. Withers F. Lettieri 16
6. Next Meeting	Date: Tuesday, February 17, 2026 Time: 4:30 – 6:30 p.m.; Location: Board Room	
7. Adjournment	Meeting adjourned at 5:24 p.m.	



**POLICY COMMITTEE
MINUTES
Wednesday, February 18, 2026**

Google Meet: <https://meet.google.com/xaz-faqf-crj>

**Board Room
3:30 - 5:00 p.m.**

Attendance: John Bruno (Chair), Carol Amadio, Lindsay Liske, Sandra Turco, Kerri Commanda (Alternate)

Regrets: Kathleen Rosilius

Resources: Fil Lettieri, Justin Pino

Guests: S. Circelli, F. Spadafora

Chair: John Bruno

Minutes: Fil Lettieri

Items		Discussion	Who / When
1.	Prayer	<ul style="list-style-type: none"> Board prayer 	F. Lettieri
2.	Selection of Chair	<ul style="list-style-type: none"> Trustee Bruno was selected as Chair of the Policy Committee Meeting. 	F. Lettieri
3.	Policy Consultation Process	<ul style="list-style-type: none"> Changes to the consultation process should be approved by the Policy Committee before implementation. A suggestion was provided that an option to comment on a policy not listed be included on the Consultation Form. 	
4.	Review of Minutes – January 13, 2026	<ul style="list-style-type: none"> Minutes were reviewed and approved. 	
5.	Policies for Current Committee Review		
	2002 – Inclusive Language	<ul style="list-style-type: none"> Changes to the Policy and Procedural Guidelines were approved by the Committee. 	S. Circelli

Items	Discussion	Who / When
	<ul style="list-style-type: none"> ● Changes include reference to the Canadian Charter of Rights of Freedoms and the principles from the <i>Words Matter: Guidelines on Using Inclusive Language in the Workplace</i> resource. ● They will be brought to the Board of Trustees for approval. 	18
4024 – Safe Schools and Workplaces	<ul style="list-style-type: none"> ● The list of applicable Procedural Guidelines and Legal References (PPMs) were removed from the Policy statement as they are covered in Procedural Guidelines. ● Procedural Guidelines for Emergency Preparedness and Response were updated to mirror the accompanying handbook and specifies the responsibilities of Principal/Vice-Principal or designate in such instances. This includes the addition of the School Tragedy or Crisis component and the requirement of a debrief. As well, an emergency evacuation plan for students who need special assistance. ● It was suggested that the input of police, fire, and EMS be acquired. ● Procedural Guidelines for Student First Aid Response were updated to include definitions, outline of responsibilities, incident reporting, etc. The previous one was a duplication of the OPHEA Guidelines. ● Changes to the Policy and the two Procedural Guidelines were approved by the Committee. ● They will be brought to the Board of Trustees for approval. 	F. Spadafora
6020 – Work Refusals	<ul style="list-style-type: none"> ● No change to the Policy other than capitalization to the word “Board”. ● Added language to note the limited right of teachers to refuse work in Procedural Guideline. ● Changes to language in the Procedural Guideline (i.e., Worker vs. Employee) were made to align with the Occupational Health & Safety Act. ● The Procedural Guideline was reviewed by the Joint Health & Safety Committee. ● The Policy Committee approves the changes to the Procedural Guideline. Since there is no change to the Policy, Board approval is not required. 	F. Spadafora
8000 – Board Operations Not Covered by Policies	<ul style="list-style-type: none"> ● Changes to the Policy were approved by the Policy Committee. It will require Board approval. ● It is recommended that consideration be given to creating a separate Policy and Procedural Guidelines for Special Admissions. 	F. Lettieri
6.	Future Policies for Review in the 2024-25 School Year	

Items	Discussion	Who / When
4015 Personal Mobile Devices and Acceptable Use of ICT Resources 4026 Flags on Board Property 5001 Catholic Education: Instruction, Assessment, Evaluation and Reporting Grades 1-12 7010 Equity and Inclusive Education 7011 Release of Information Regarding Pupils 7012 Ontario Student Record (OSR)		J. Chilelli 19 J. Pino S. Circelli S. Circelli F. Lettieri F. Lettieri
7.	Future Policies for Review in the 2025-26 School Year	
2003 Governance Process 2005 Advocacy 3005 Construction Management 4010 Fundraising in Schools 4023 Disposal of Furniture and Equipment 5002 International Education 6005 Accessibility Standards 6018 Incident Reporting 6023 Working from Home 6027 Human Rights 6031 Employee Footwear 6032 Principal / Vice-Principal Hiring Guidelines 7000 Child Abuse		F. Lettieri F. Lettieri J. Pino J. Pino J. Pino J. Pino J. Pino J. Pino S. Withers F. Lettieri S. Withers S. Withers S. Withers
8.	Next Meeting Date: Thursday, March 26, 2026 Time: 9:00 – 11:00 a.m.; Location: Board Room	
9.	Adjournment	Meeting adjourned at 4:50 p.m.

SPECIAL EDUCATION ADVISORY COMMITTEE

S.E.A.C. Minutes

Date: Wednesday February 25, 2026

Location: St. Basil Elementary School

Time: 4:00pm - 6:00pm

Google Meet: <https://meet.google.com/vpk-frfo-vmt>

Attendance: Laurie Barbeau, John Caputo, Kasia Ceglaz, Theresa Coccimiglio, Irma DiRenzo, Mike Duclos, Wayne Greco, Mary Ogenyi-Igoche, Rachelle Lambert, Fil Lettieri, Jacques Ribout, Tiana Rushon, Franca Spadafora, Rosanne Zagordo


Student Trustees and Guests: Abbie Dasa-Kumar, Hannah Lettieri, Alexander Oraziotti, Stephanie Vendramin

Regrets: Tina Coombs, Michaela Kyle, Jared Lambert

AGENDA ITEMS		ACTION	WHO	WHEN
1.	WELCOME LAND ACKNOWLEDGEMENT PRAYER FOR SEAC	Land Acknowledgement Catholicity - HSCDSB	Franca Spadafora Rosanne Zagodo	

2.	ACCEPTANCE OF PREVIOUS MINUTES : January 28, 2026	<ul style="list-style-type: none"> Minutes were approved. 	Jacques Ribout Mike Duclos	
3.	AGENDA ADDITIONS/CHANGES	<ul style="list-style-type: none"> Under the CLA association report, add an 8 week program to the list. 	Rosanne Zagordo	
4.	GUEST(s): REPORTS <ul style="list-style-type: none"> SMC Student Trustees St. Basil Presentation-Hannah Lettieri, Stephanie Vendramin and staff members 	<ul style="list-style-type: none"> February SEAC report St. Basil staff presentation- see power point SEAC Presentation- February 2026 	Abbie Dasa-Kumar, Alexander Oraziatti Hannah Lettieri Stephanie Vendramin	
5.	MINISTRY UPDATES	<ul style="list-style-type: none"> Early Development Instrument (EDI) is a teacher-completed questionnaire developed at McMaster University. It covers five areas of child development: physical health and well-being, social knowledge and competence, emotional health and maturity, language and cognitive development, as well as general knowledge and communication skills. This year, all publicly funded kindergarten classes across the province will be involved in the study. EDI data may also be linked with additional data sources to help understand children's early development and the ways in which communities support children and their family's development. 	Franca Spadafora	
6.	SEAC BUSINESS <ul style="list-style-type: none"> MASCE UPDATES 	https://forms.gle/pvb4ZoVGkQ9o5CDD8 DDSB SEAC Support for School Board Trustees.pdf	Theresa Coccimiglio	

	<ul style="list-style-type: none"> SEAC sub committees- SEAC recommendations SEAC orientation MYPSP Guiding Questions Letter from DDSB 	<ul style="list-style-type: none"> Members who are interested in sitting on the SEAC sub committee for SEAC recommendations to email, Rosanne or Franca. SEAC members completed the MYPSP guiding questions. Letter from DDSB to be deferred until March Those members who wish to receive the SEAC orientation please contact Rosanne or Franca. Rosanne will send out some dates for those who want this orientation session 		March
7.	BUSINESS CARRIED FORWARD	<ul style="list-style-type: none"> View the Shelley Moore videos as per Jacques request- Five More Minute Videos 		March
8.	SUPERINTENDENT, COORDINATOR and MENTAL HEALTH LEADER'S REPORTS	<ul style="list-style-type: none"> Working in partnership with Bruce Grey Catholic District School Board on a project proposal - Developing a sequential K-12 Independence Framework to remove accessibility barriers and support lifelong flourishing Review of the Board's new Student Emergency Evacuation Plan 	Franca Spadafora Rosanne Zagordo	
9.	ASSOCIATION REPORTS			
a.	NORTH SHORE TRIBAL COUNCIL (R. Lambert)	<ul style="list-style-type: none"> Flyer for Post Diagnosis Clinic - MarchApril 2026.pdf 	Rachelle Lambert	
b.	AUTISM ONTARIO SSM CHAPTER PARENT INVOLVEMENT COMMITTEE (I. DiRenzo)	<ul style="list-style-type: none"> AO provincial newsletter was distributed for February. 	Irma DiRenzo	
c.	ALGOMA FAMILY SERVICES (T. Coccimiglio)	<ul style="list-style-type: none"> AFS staff participated in cultural training by Stephanie Stevens. 	Theresa Coccimiglio	

		<ul style="list-style-type: none"> • AFS hired Barbara Day who is an elder 		
d.	THRIVE – WELL BEING COMMITTEE (K. Ceglarz)	<ul style="list-style-type: none"> •  Flyer for Post Diagnosis Clinic - Marc... 	Kasia Ceglarz	
e.	COMMUNITY LIVING ALGOMA (J. Ribout)	<ul style="list-style-type: none"> • The contest will be wrapping up soon. • There is a 6-8 and 8 week session that is offered in the East. 	Jacques Ribout	
f.	MEMBER-AT-LARGE (Laurie Barbeau, Mike Duclos, Mary Ogenyi-Igoche)	<ul style="list-style-type: none"> • No report at this time. 	Laurie Barbeau Mike Duclos Mary Ogenyi-Igoche	
g.	EASTER SEALS (T. Rushon)	<ul style="list-style-type: none"> • There is a new program called I Can Too that is open to grades K-6. Resources will be available • Easter Seals has supported 1036 devices. 	Tiana Rushon	
h.	MEMBER-AT-LARGE – FOCUS ON FAITH (I. DiRenzo)	<ul style="list-style-type: none"> • No report at this time. 	Irma DiRenzo	
i.	TRUSTEES' REPORTS (J. Caputo, W. Greco)	<ul style="list-style-type: none"> • No report at this time. 	John Caputo Wayne Greco	
10.	ADJOURNMENT	<ul style="list-style-type: none"> • Meeting was adjourned at 6:25 pm 	Jacques Ribout Rachelle Lambert	
11.	NOTES			

Next Meeting: Tuesday March 31, 2026

Location: Board Room

Time: 4:00-6:00 pm



Huron-Superior Catholic

DISTRICT SCHOOL BOARD

REPORT TO THE DIRECTOR OF EDUCATION

LED Lighting, Barrier Free & Classroom Upgrades Holy Name of Jesus Catholic Elementary School (Hornepayne)

April 15, 2026

Submitted by: Dave Coccimiglio
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.

Present: A. Blake (CSCNO)
D. Bourgeois (CSCNO)

Sealed tenders for the LED Lighting, Barrier Free & Classroom Upgrades at Holy Name of Jesus Catholic Elementary School (Hornepayne), were received at the office of Conseil Scolaire Catholique Nouvelon Ontario (CSCNO) on April 14, 2026. Three tenders were received with the results as follows:

<u>Contractor</u>	<u>Total Stipulated Price</u>
Helix Contracting	\$450,000
R.M. Belanger Limited	\$523,000
Quinan Construction	\$988,000

The budgeted cost for this project is \$600,000.

Motion: That the Huron-Superior Catholic District School Board award the construction contract for the LED Lighting, Barrier Free & Classroom Upgrades at Holy Name of Jesus Catholic Elementary School (Hornepayne), to Helix Contracting.



Huron-Superior Catholic

DISTRICT SCHOOL BOARD

POLICY TITLE: WORKING FROM HOME

Approved: May 19, 2021
Amended: April 22, 2026

POLICY NO: 6023

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 as a child of God. The Board recognizes that, under some unusual circumstances, the Board might require employees to work from home. For example, the COVID-19 pandemic introduced the requirement for many employee groups to work from home for specific periods of time, in accordance with legislation and/or instructions from local public health units.

Notwithstanding these exceptional circumstances, it is the Board’s expectation that all employees will conduct their duties at or from a Board site. This expectation aligns with the Board’s belief that Catholic community is optimally formed and strengthened in a face-to-face environment, where employees can collaborate and communicate in person to support students, families, and one another.

ADOPTED Regular Meeting – May 19, 2021
 Motion B-572

AMENDED Regular Meeting – April 22, 2026
 Motion B-



Huron-Superior Catholic

DISTRICT SCHOOL BOARD

PROCEDURAL GUIDELINES WORKING FROM HOME

Scope and Intention

It is the expectation of the Huron-Superior Catholic District School Board that all employees will conduct their duties at or from a board site, unless directed otherwise. However, the board recognizes that some unusual circumstances might require employees to work from home. These circumstances include, but are not limited to, emergency health and safety situations, such as a global pandemic or local disaster.

Process and Eligibility

Not all work performed lends itself to remote work. Where circumstances exist where employees might be required to work from home (e.g., global pandemic), the decision as to whether employees can and will be permitted to work from home rests with the Director of Education or his/her designate. Permission for employees to work from home might be withdrawn at any time, as the board's business needs require. In addition, employees permitted to work from home may, from time to time, be required to come to their usual work site, as required by the needs of the board.

Designated Workspace

It is the responsibility of employees to designate a remote workspace, which is typically a space at home (e.g., an office, spare bedroom). Ideally, this workspace should be quiet, comfortable, and free of distractions. No work should be performed outside of this designated workspace. Employees must communicate to their supervisors where the remote workspace is located. Depending upon the circumstances, supervisors might need to conduct an ergonomic assessment of the remote workspace to ensure its safety.

The designated workspace must be kept in a safe condition, free from hazards to both the employee and the equipment. Should employees sustain any injuries in their designated workspace and in conjunction with their regular work duties, the employees are responsible for notifying their supervisors of such injuries as soon as is practicable. The board will not be responsible for any injuries to employees or any third parties outside of the designated workspace or during the employee's non-working time.

Employment Duties

Unless otherwise directed, employees who are eligible and permitted to work from home must fulfil the same expectations and adhere to the same policies and practices that they do when they are working in person. These include, but are not limited to:

- **Rules and Policies:** All of the Huron-Superior Catholic District School Board rules, procedural guidelines, and policies apply to employees who are working from home. These policies include, but are not limited to, those regarding attendance, reporting absences, reporting health and safety incidents, confidentiality, and workplace safety. Working from home is not to be used in place of sick leave or short-term disability leave. The board is not responsible for any expenses related to working from home.
- **Designated Work Time:** Employees working from home must follow their regularly assigned work schedule. All arrangements for childcare, elder care, and other personal commitments (e.g., a tradesperson visiting the home to perform household repairs) must be arranged so as not to interfere with employees' regular work schedules. This includes taking an uninterrupted meal break of at least 30 minutes. Employees must be particularly cognizant of public perception related to working from home and refrain from accessing and posting on social media sites during their regular work hours, unless this is part of their regular employment duties.
- **Confidentiality and Security:** Employees working from home are bound by all confidentiality and/or security agreements with the board. While working remotely, employees are expected to ensure the protection of proprietary board information accessible from their home office. Steps include regularly maintaining passwords, locking file cabinets and desks to store sensitive information, and taking any other measures appropriate for the job and the environment of the designated workspace.
- **Communication and Virtual Classes / Meetings:** Employees working from home are expected to attend all essential meetings via board-approved web-conferencing platforms (e.g., Google Meet) and/or by phone. Employees must be available by phone and/or web-conferencing software during the workday. Supervisors might need to contact employees via such means throughout the day. Emails and voicemails must be checked and responded to within a reasonable time period (i.e., one to two working days).
- **Special Considerations:** It is the board's responsibility to ensure that all employees have access to the appropriate equipment and technology to fulfill their duties. If, while working from home, employees experience technical issues with their computer or Internet access that prevent them from working remotely, these employees must notify their supervisor immediately. Interruptions to work caused by hydro or Internet outages may require such employees to work from their regular office space for the remainder of the day, or until the outage is fixed.

Additionally, should the board require employees to work from home and should these employees require specialized equipment, the board will work with them to find ergonomic solutions to address these requirements. This may include finding these employees alternative workspaces.

Health and Safety and Workspace Ergonomics

Employees working from home must give due regard to workplace safety in all its forms. This includes, but is not limited to, office ergonomics. Employees are advised to adhere to the following recommendations:

- Everything used frequently should be within arm's reach.
- Anything that does not need to be accessed frequently, including printers, should be stored out of arm's reach to help keep the workspace free of clutter. Employees should stand up to retrieve such items, rather than straining to reach them.
- All cords, boxes, and books should be stored safely so they do not create trip hazards.
- Workspaces should be set at a comfortable temperature.
- A one to two minute physical break should be taken every 30 minutes throughout the day.
- Eye fatigue should be reduced by following the 20-20-20 rule: every 20 minutes, look 20 feet away for 20 seconds.
- Proper posture should be maintained and varied throughout the workday.

Additional Tips for Employees Working From Home

- Maintain a morning routine by waking up at the same time and continuing a normal work routine.
- Repurpose commute time for self-care by engaging in praying, reading, meditating, journaling, or exercising.
- Dress for success. Dressing comfortably yet professionally helps get everyone in the right mindset to stay productive.
- Focus on nutrition. Maintain focus and energy by avoiding foods with sugars, artificial ingredients, or empty calories.
- Take time to go outside during break and meal times. Getting exercise outdoors is also a good way to recharge after the work day or before the work day begins.
- Use web-conferencing software to maintain a personal connection with others. For example, rather than emailing a colleague about a complex issue, a ten-minute web conference could lead both to a resolution to the issue and a deeper connection with others.



POLICY TITLE: HUMAN RIGHTS

Approved: September 22, 2021
Amended: April 22, 2026

POLICY NO: 6027

Page: 1 of 1

POLICY

The mission statement of the Huron-Superior Catholic District School Board affirms the sacredness of life, respect for all creation, and the need to reverence the dignity of each person as a Child of God.

The Board recognizes the need to ensure the human rights of all its employees are upheld, in accordance with the *Ontario Human Rights Code* (OHRC). The Board believes that all members of the community have the right to study, work, and live in an environment free from all forms of harassment and discrimination. This policy promotes a proactive approach that includes education and prevention. It also responds to the Board's responsibility under the OHRC to prevent discrimination, provide procedures to handle complaints, resolve problems, and remedy situations when a violation of this policy occurs.

Please note that nothing in this policy nor its procedural guidelines should be construed as undermining the Board's right to hire Catholic candidates for academic positions, as permitted under Section 24(1) of the *Ontario Human Rights Code* and Section 29 of the *Canadian Charter of Rights and Freedoms*.

ADOPTED Regular Meeting – Sept. 22, 2021
Motion B-600

AMENDED Regular Meeting – April 22, 2026
Motion B-



Huron-Superior Catholic

DISTRICT SCHOOL BOARD

PROCEDURAL GUIDELINES HUMAN RIGHTS

Purpose

In compliance with the *Ontario Human Rights Code* (OHRC), the Huron-Superior Catholic District School Board (the Board) acknowledges its responsibilities to strive for an environment free of discrimination and harassment and to take reasonable steps to ensure this. Those in positions of responsibility and authority have a particular duty to take steps to prevent discrimination and harassment on the prohibited grounds outlined below and to support the implementation of its procedures.

Prohibited Grounds

The Board will ensure that all efforts are taken to safeguard people from reprisal actions when they are involved in a complaint under this policy.

A human rights claim must not be trivial, frivolous, vexatious, or malicious in intent. That is, such claims must not be made in bad faith, for the purposes of annoying or causing trouble, for a dishonest purpose, or with sinister motivation.

All claims must be directly linked to one of the prohibited grounds, as defined in the OHRC:

- Race
- Colour
- Ancestry
- Place of origin
- Citizenship
- Ethnic origin
- Creed (religion)
- Receipt of social assistance (housing only)
- Disability
- Age
- Marital status
- Family status (includes having children)
- Sex or Gender (includes being pregnant)
- Sexual orientation

- Gender identity
- Gender expression
- Record of offenses (employment only, must have been pardoned)

Preamble

For the purpose of this policy, the following terms are equivalent:

- Unequal treatment
- Differential treatment
- Discriminatory treatment
- Unfair treatment

Please note that, as permitted under Section 24(1) of the *Ontario Human Rights Code* and Section 29 of the *Canadian Charter of Rights and Freedoms*, hiring preference shall be given to Catholic candidates for all academic positions (i.e., early childhood educators, teachers, school administrators, senior administrators).

Every person is considered to be innocent of allegations, unless and until those allegations have been proven by due process. A complaint knowingly made in bad faith will be investigated under this policy and, if proven, the person who initiated the complaint (the complainant) may be subject to disciplinary action.

The alleged discrimination need not be intentional (i.e., perhaps the person responsible for the discriminatory behaviour/action did not mean to discriminate); only the result or effect of the action (i.e., unfair impact on the victim) will be considered relevant.

Initial Process

Each complaint will be dealt with thoroughly and promptly. Should the complainant begin proceedings before the Human Rights Tribunal of Ontario (HRTO) or in the courts in respect to the subject matter of a complaint being dealt with under this procedure, this internal procedure will not usually be interrupted. However, there may be circumstances under which the board may decide to cease or suspend its investigation until HRTO's proceedings are discontinued or brought to a conclusion.

The Board recognizes that it is difficult to come forward with a complaint of discrimination and recognizes all parties' interests in keeping such matters confidential. To protect everyone's interests, confidentiality will be maintained throughout the complaint process to the extent practicable and appropriate under the circumstances.

Those who believe they are the subject of harassment or discrimination should follow the process outlined in what follows:

1. **Speak to the respondent** (i.e., the person who has alleged to have violated human rights). It may be appropriate in some instances for those who consider that they have been subjected to discrimination or harassment to voice their objection directly to the person(s) responsible and clearly indicate that the conduct is unacceptable. This may bring resolution to the issues.
2. **Speak to an immediate supervisor.** In many cases, matters can be resolved by speaking to an immediate supervisor. You might wish to involve your union representative in this conversation, if you belong to a union.
3. **Speak to the Manager of Human Resources.** Where the complainant does not feel able to bring the matter directly to the attention of the person(s) responsible or the supervisor, or if he/she tries such an approach unsuccessfully, the complainant may seek the advice of the Manager of Human Resources in resolving the matter.

The Manager of Human Resources will meet with the complainant to review the facts of the situation and explain to the complainant the four possible scenarios:

- The alleged conduct does not appear to have violated any of the OHRC prohibited grounds or board policies.
- The alleged conduct does not appear to have violated one of the OHRC prohibited grounds; however, it does potentially fall under another policy, such as, but not limited to:
 - Policy 4002 – Third Party Complaints to the Board About Employees
 - Policy 4003 – Processing of Complaints
 - Policy 4024 – Safe Schools and Workplaces (Workplace Harassment Procedural Guidelines).
 - Policy 6003 – Occupational Health and Safety
 - Policy 6005 – Accessibility Standards
 - Policy 6017 – Return to Work / Accommodation
 - Policy 6021 – Conflict of Interest
 - Policy 6022 – Teacher Hiring Guidelines
 - Policy 6025 – Employee Code of Conduct
- The alleged conduct appears to have violated one of the OHRC prohibited grounds, but the complainant decides not to lay a formal written complaint. An informal resolution process could be followed, wherein the Manager of Human Resources attempts to alleviate the situation for the complainant.
- The alleged conduct appears to have violated one of the OHRC prohibited grounds, and the complainant wishes to lay a formal written complaint. This process requires the complainant to complete the appropriate form /

documentation, sign it, and submit it within six months of the offending incident(s) to the Manager of Human Resources. A copy of the written complaint will be provided to the respondent (i.e., the person who is the subject of the complaint).

Should the matter not proceed beyond this initial stage, the file will be closed.

Formal Complaint Process

Within thirty days of receiving a formal written complaint, the Manager of Human Resources will initiate the following process:

- o Copies of the formal written complaint will be provided to the respondent and his/her union or professional association, if applicable.
- o A request for a response to the allegations will be required from the respondent within fifteen days.
- o A thorough investigation will be conducted. This may require a member of the senior team, a representative from the Human Resources Department, and/or a third party investigator to interview people individually.
- o The investigator will keep thorough notes to document the investigation and accurate records of all interviews conducted.
- o The investigator will present his/her findings and decision in a report. Both the complainant and respondent will be advised in writing of the final decision. The file will then be closed.
- o If appropriate, the board may issue discipline and/or refer the matter to another authority (e.g., police services).

Record Keeping

The Board will maintain independent files for each complaint or series of complaints. These files will not form part of an employee's personnel file, unless the complaint has been upheld and/or disciplinary action must be taken against the employee. All records of complaints (e.g., notes from meetings, interviews, results of inquiries) will be kept confidential, except where disclosure is required by a disciplinary, remedial, or legal process.



St. Mary's College School Activity Report

April 2026

April 22, 2026

*Submitted by:
Alexander Oraziatti
Abbie Dasa Kumar
Michaela Kyle
Student Trustees
St. Mary's College*

Faith:

- Rita Trecroce's Grade 12 Religion Class worked closely with Mr. Rocchetta on our Easter Masses, which were presided over by Fr. Trevor. This was a true testament to the faith leadership at SMC, which came not only from staff and clergy, but also from within our student body.
- Mr. Rocchetta met with a student who demonstrated a desire to become baptized into the Catholic faith. This served as an exciting reminder that the work we do daily as Knights sets a strong example for one another, especially for those in our school community who are looking to grow in their faith.
- A team of SMC students worked closely with Mr. Rocchetta and Miss Parniak in preparation for Faith Day, assisting with setup and takedown. These same students also worked in the sacristy with Mr. Rocchetta, learning more about our sacred vessels and helping to care for them.

Extracurricular activities:

- Badminton season is underway; both doubles and singles meets have already been hosted
- Junior and Senior Boys Soccer teams have completed tryouts and selections
- Junior Girls and Open Girls Soccer teams have also completed tryouts and selections
- All four soccer teams will compete in the Welland Cup Soccer Tournament during the last week of April
- Girls Curling team placed 14th out of 20 at OFSAA (March 22–27, Thunder Bay)
- Track & Field practices have begun

Indigenous Student Union:

- The Indigenous Student Union has begun planning various initiatives. Fundraiser ideas are currently being developed and will be put into action once Shannon Flint returns from her leave of absence. In addition, the Indigenous Student Union is organizing more sharing circles that will continue throughout the remainder of the school year.
- Travel arrangements for the 2026 Soaring conference are underway, and plane tickets will be booked in the near future. Members of the Indigenous Student Union are looking forward to this exciting opportunity to travel to Halifax, where they will learn about post-secondary pathways, connect with our culture in the modern world, and network with other Indigenous youth from all over Canada.

SMC Student Council:

- School World Cup (June 1, rain date June 2): Upcoming school-wide soccer tournament.
- Annual Junior Formal (April 17): Formal event for junior students.

Student Senate:

- Student Senate participated in a menstrual equity survey, contributing valuable student perspectives and helping raise awareness on this important topic.
- The “Fill the Basket” food drive was a success, with over 400 items collected from St. Mary’s College alone, along with additional donations from each elementary school.
- All donations were given to Harvest Algoma, allowing our board community to give back and support those in need during the Lenten season, which is a key aspect of our faith
- The “What Does Easter Mean to Us” video was created and shared during the Easter season, bringing together schools from both the east and the north.