



# EXECUTIVE COMMITTEE

Watch the Executive Meeting  
STREAM  
event on our YCDSB TV  
Channel:  
<http://bit.ly/YCDSB-TV>

Wednesday, December 11, 2024  
3:00 pm

## PUBLIC MEETING

1. OPENING PRAYER / LAND ACKNOWLEDGEMENT
2. ROLL CALL
3. APPROVAL OF AGENDA
4. MINUTES FROM PREVIOUS EXECUTIVE MEETING: November 19, 2024 2
5. BUSINESS ARISING FROM PREVIOUS MINUTES
6. MATTERS FOR DISCUSSION
  - a) Recognitions/Outside Presentations: N/A
  - b) Notices of Motion: N/A
  - c) Draft Agenda(s):
    - (i) Regular Board Meeting – December 17, 2024 4
    - (ii) York Catholic Parent Involvement Committee – January 20, 2025 6
    - (iii) Policy Review Committee – January 21, 2025 8
  - d) Future Board Meeting Items/Requests: N/A
  - e) Future Executive Meeting Items: N/A
  - f) Director's Items: N/A
  - g) Chair's Items:
    - (i) Scheduling of Special Board Meeting in January 2025 10  
(Confirm Date – Jan 15 or Jan 16))
  - h) Trustee Requests: N/A
  - i) Other:
    - (i) January Calendar 10
    - (ii) List of "Notices of Motions" Outstanding to Date 11
7. ADJOURNMENT

### God of Hope,

As we draw nearer to the  
birth of Your Son,  
fill us with reverence.  
Guide us to be followers  
of Your Word.  
May our hope be  
greater than yesterday,  
deepen in our hearts today,  
and continue to grow  
beyond tomorrow.  
Amen.



### LAND ACKNOWLEDGEMENT

*We are gathered on the ancestral  
lands and waters of all Indigenous  
Peoples, who have left their  
footprints on Mother Earth  
before us.  
We respectfully acknowledge,  
those who have walked on it,  
those who walk on it now,  
and future generations  
who have yet to walk upon it.  
We pray to the Creator for strength  
and wisdom that all may continue  
to serve as stewards of the earth.*

# PUBLIC MEETING

Minutes  
Executive Committee Meeting  
November 19, 2024

Chair: E. Crowe

Recorder: S. Greco

Present: E. Crowe, M. Iafrate, A. Saggese, J. De Faveri, J. Sarna

Guest: N/A

Absent (with notice): N/A

TOPIC	SUBSTANCE/DECISIONS
Opening Prayer	Chair Crowe opened the meeting at 3:04 pm with a prayer, followed by the Land Acknowledgement.
Roll Call	All Present
Approval of the Agenda	Iafrate/Saggese - CARRIED
Previous Exec Minutes	October 22, 2024 Public Executive Minutes were approved as presented. Iafrate/Saggese - CARRIED
Business Arising	N/A
Presentation	N/A
Approval of Terms of Reference 2024-25	Saggese/Iafrate - CARRIED
Recognitions/Outside Presentations	N/A
Notices of Motion	<p><b>AUDIT OF YCDSB PURCHASING CREDIT CARDS (PCARDS) - (E. Crowe, M. Iafrate)</b></p> <p><b>Whereas</b> the York Catholic District School Board is in a deficit and controls need to be in place to ensure that spending is focused on the classroom while at the same time getting the best value for money;</p> <p><b>Whereas</b> spending of Trustees and the Senior Team is being reviewed by RIAT, including the use of PCards;</p> <p><b>Whereas</b> transparency and accountability is of paramount importance and an external review of all remaining PCards in the system would help to ensure proper usage and provide additional systemic recommendations for improvement, including the enforcement of spending limits.</p> <p><b>LET IT BE RESOLVED</b></p> <p><b>THAT</b> an outside accounting firm be hired to perform a full audit of PCards not included in the RIAT audit, including a review of any controls currently in place;</p> <p><b>THAT</b> the review include recommendations for any changes in policy and/or procedure needed to ensure transparency, accountability and compliance;</p> <p><b>THAT</b> the review include a recommendation on whether or not the number of PCards in the system should be reduced;</p> <p><b>THAT</b> once the recommendations are implemented, training for proper usage of PCards take place once a year with all holders.</p> <p>This Motion will be added as an Info Item on the November 26, 2024 Regular Board Agenda</p>
YCPIIC Agenda	The draft YCPIIC Agenda for <b>November 25, 2024</b> was reviewed with no changes.
Regular Board Meeting Agenda	<p>The draft <b>Board Agenda</b> for <b>November 26, 2024</b> was reviewed with the following changes:</p> <p><b>ADD:</b></p> <p>TRUSTEE MOTION: Audit of YCDSB Purchasing Credit Cards (PCards) (Info)</p> <p>Ministry Response: Request to Review Funding Formula for Online Learning (Info)</p> <p>YCDSB Plans to Leave X (Formerly Twitter) (Info)</p> <p>It was noted that Info Report is requested for the PACE program only, not AP.</p>

<b>Policy Review Committee Agenda</b>	<p>The draft <b>Policy Review Committee Agenda</b> for <b>December 2, 2024</b> was reviewed with no changes.</p> <p>The Executive Committee had requested that 14c Policy 311 Digital Discipleship be added under Business Arising.</p> <p><i>POST MEETING: It was clarified that Policy 311 was not approved at the June or October PRC meeting as staff were asked to seek consultation and contact the Ministry for information . Therefore remains as Action.</i></p> <p>Trustee Saggese asked that <i>Policy 307 Opening Exercises</i> be added as a future item. Trustee Saggese will speak to Associate Director Sarna.</p>
<b>Future Board &amp; Exec Cmte Meeting Requests</b>	N/A
<b>Director's Items</b>	N/A
<b>Chair's Items</b>	N/A
<b>Trustee Request</b>	<p><b>Ministry Response: Request to Review Funding formula for Online Learning</b></p> <p>The Executive Committee agreed that this item be added to the November 26, 2024 agenda as Information.</p>
<b>Other</b>	<p><b>December Calendar</b> – the calendar was reviewed with no changes.</p> <p><b>List of “Notices of Motions” Outstanding to Date</b> – the list was shared with no changes.</p>
<b>Next Executive Date</b>	<b>Wednesday, December 11, 2024 @ 3:00 pm</b>
<b>Adjournment</b>	<p>3:13 pm – lafrate/Saggese</p> <p>CARRIED</p>

**YORK CATHOLIC DISTRICT SCHOOL BOARD  
AGENDA  
REGULAR BOARD MEETING  
Tuesday, December 17, 2024  
7:30 P.M.**

Watch the Board Meeting  
STREAM  
event on our YCDSB TV Channel:  
<http://bit.ly/YCDSB-TV>

**LAND ACKNOWLEDGEMENT**

*We are gathered on the ancestral lands and waters of all Indigenous Peoples, who have left their footprints on Mother Earth before us.  
We respectfully acknowledge, those who have walked on it, those who walk on it now, and future generations who have yet to walk upon it.  
We pray to the Creator for strength and wisdom that all may continue to serve as stewards of the earth*

- |  |                        |          |
|--|------------------------|----------|
| 1. <b>OPENING PRAYER / LAND ACKNOWLEDGEMENT</b>                                | Faith Ambassadors      |          |
| 2. <b>ROLL CALL</b>  | J. De Faveri           |          |
| 3. <b>APPROVAL OF NEW MATERIAL</b>   | E. Crowe               |          |
| 4. <b>APPROVAL OF THE AGENDA</b>   | E. Crowe               |          |
| 5. <b>DECLARATIONS OF CONFLICT OF INTEREST FOR CURRENT MEETING</b>             | E. Crowe               |          |
| 6. <b>DECLARATIONS OF CONFLICT OF INTEREST FROM PREVIOUS MEETING</b>           | E. Crowe               |          |
| 7. <b>APPROVAL OF THE PREVIOUS MINUTES</b>                                     | E. Crowe               |          |
| a) Regular Board Meeting of November 26, 2024                                  |                        |          |
| b) Special Board Meeting of December 12, 2024                                  |                        |          |
| 8. <b>BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING</b>                    | E. Crowe               |          |
| 9. <b>CHAIR'S REPORT / UPDATE / INSPIRATIONAL MESSAGES</b>                     | E. Crowe               | <b>3</b> |
| 10. <b>OCSTA BOARD OF DIRECTOR'S UPDATE</b>                                    | J. Wigston             |          |
| 11. <b>DIRECTOR'S REPORT / UPDATE</b>  | J. De Faveri           | <b>5</b> |
| 12. <b>STUDENT TRUSTEES' REPORT</b>  | M. Galstyan. S. Cuesta | <b>7</b> |
| 13. <b>RECOGNITIONS / OUTSIDE PRESENTATIONS</b>                                |                        |          |
| a) Recipient of ESRi Making a Difference Award                                 |                        |          |
| 14. <b>DELEGATIONS</b>   |                        |          |
| 15. <b>JOURNEY TOWARDS OUR VISION – STAFF PRESENTATIONS</b>                    |                        |          |
| a) Multi-Year Strategic Plan Update  | J. Sarna               |          |
| 16. <b>ACTION ITEM(S) (including Committee Reports)</b>                        |                        |          |
| a) TRUSTEE MOTION: Explore Air Conditioning in All Elementary YCDSB Classrooms | J. Wigston             |          |
| b) Approval of Report No. 2025:03 Committee of the Whole (Dec 17)              | M. Iafrate             |          |
| c) Approval of Report No. 2025:01 Policy Review Committee (Dec 2)              | A. Saggese             |          |
| d) Receipt of Report No. 2025:01 Special Education Advisory Committee (Dec 9)  | A. Grella              |          |
| e) Policy 118 Trustee Code of Conduct  | J. Sarna               |          |
| f) Policy 413 Attendance Support Program                                       | J. Sarna               |          |

**17. DISCUSSION ITEM(S)**

- a) TRUSTEE MOTION: Audit of YCDSB Purchasing Credit Cards (PCards)

E. Crowe, M. Iafrate

**18. INFORMATION ITEM(S)**

- a) 2023-2024 Director's Annual Report  
b) Technology & Skilled Trade  
c) Student Trustees Expenditures Report (2023-2024)  
d) January 2025 Calendar

J. De Faveri  
J. Chiutsi  
C. McNeil

**19. NOTICES OF MOTION**

*(Notices of Motion are to be submitted in writing and will return to the subsequent meeting as Information, the following meeting as Discussion, and finally Action at the next Board Meeting.)*

**20. FUTURE AGENDA ITEM(S) / REQUEST FOR INFORMATION**

E. Crowe

**21. PRAYER TO ST. MICHAEL THE ARCHANGEL**

E. Crowe

*St. Michael the Archangel, defend us in battle, be our protection against the wickedness and snares of the devil. May God rebuke him we humbly pray; and do thou, O Prince of the Heavenly Hosts, by the power of God, cast into hell Satan and all the evil spirits who prowl about the world seeking the ruin of souls. Amen.*

**22. ADJOURNMENT**

E. Crowe

**NEXT  
REGULAR BOARD MEETING**

**Tuesday, January 28, 2025  
7:30 pm**



# YORK CATHOLIC PARENT INVOLVEMENT COMMITTEE



*Supporting Parent Engagement for Student Achievement*

**Monday, January 20, 2025  
6:30 p.m.  
Catholic Education Centre  
Board Room (1<sup>st</sup> Floor)**

Watch the YCPIC Meeting  
STREAM  
event on our YCDSB TV Channel:  
<http://bit.ly/YCDSB-TV>

- |   |              |          |
|---|--------------|----------|
| <b>1. WELCOME / PRAYER / LAND ACKNOWLEDGEMENT</b>                         | M. Saverino  |          |
| <b>2. APPROVAL OF AGENDA</b>  | M. Saverino  |          |
| <b>3. APPROVAL OF PREVIOUS MINUTES – November 25, 2024</b>                | M. Saverino  | <b>3</b> |
| <b>4. BUSINESS ARISING FROM PREVIOUS MINUTES</b>                          |              |          |
| <b>5. DIRECTOR'S REPORT / UPDATE</b>                                      | J. De Faveri |          |
| <b>6. CHAIR'S REPORT / UPDATE</b>   | M. Saverino  |          |
| <b>7. TREASURER'S REPORT</b>  | C. Gillison  | <b>7</b> |
| <b>8. PRESENTATION:</b><br>a) Anti-Human Trafficking (6:45 pm to 7:45 pm) | T. Laliberte |          |
| <b>9. ACTION ITEM(S): NIL</b>   |              |          |
| <b>10. DISCUSSION / INFORMATION ITEM(S):</b><br>a)                        |              |          |
| <b>11. ADJOURNMENT</b>  |              |          |

**NEXT MEETING:** March 31, May 26

*Trustee Membership: E. Crowe*

## EXECUTIVE MEMBERS

Martina Saverino, Chair  
Jaclyn Toma, Vice-Chair  
Christina Gillison, Treasurer  
Robyn De Cicco, Secretary

320 Bloomington Rd. W.  
Aurora, ON L4G 0M1  
[www.ycdsb.ca](http://www.ycdsb.ca)



# YORK CATHOLIC PARENT INVOLVEMENT COMMITTEE



Supporting Parent Engagement for Student Achievement

## **Father in Heaven,**

We thank You that we know You are leading us by Your hand.

Give us Your Spirit of understanding so that we  
may always see Your mighty and powerful hand  
guiding us on all our ways.

You give light to our hearts.

Through the Savior, Jesus Christ, we can direct our lives  
joyfully and patiently toward the goal set before us.

Amen

## **LAND ACKNOWLEDGEMENT**

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who have left their footprints on Mother Earth before us.*

*We respectfully acknowledge, those who have walked on it, those who walk on it now,  
and future generations who have yet to walk upon it.*

*We pray to the Creator for strength and wisdom  
that all may continue to serve as stewards of the earth.*

## **EXECUTIVE MEMBERS**

Martina Saverino, Chair  
Jaclyn Toma, Vice-Chair  
Christina Gillison, Treasurer  
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## YORK CATHOLIC DISTRICT SCHOOL BOARD POLICY REVIEW COMMITTEE AGENDA

**Catholic Education Centre, Board Room**  
**Tuesday, January 21, 2025 6:30 P.M.**

### **Prayer**

*Gracious God, as we come before you today to discuss important matters, we ask for your guidance and wisdom. You are the source of all knowledge and understanding; therefore, we seek your direction in our decision-making process. Help us to listen attentively to one another, with open hearts and minds.*

### **Land Acknowledgement**

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	<b><u>Name</u></b>	<b><u>Page</u></b>
<b>1. OPENING PRAYER</b>	A. Saggese	
<b>2. LAND ACKNOWLEDGMENT</b>	J. Sarna	
<b>3. ROLL CALL</b>	J. Sarna	
<b>4. APPROVAL OF NEW MATERIAL</b>	A. Saggese	
<b>5. APPROVAL OF THE AGENDA</b>	A. Saggese	
<b>6. DECLARATION OF CONFLICT OF INTEREST</b>	A. Saggese	
<b>7. APPROVAL OF THE PREVIOUS MINUTES - December 2, 2024</b>	A. Saggese	
<b>8. BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING</b>	A. Saggese	
<b>9. OUTSIDE PRESENTATION(S)</b>	A. Saggese	
<b>10. STAFF PRESENTATIONS</b>	A. Saggese	
<b>11. ACTION ITEM(S):</b>		
a) Governance		
i) Policy 119 Electronic Communications & Social Media	J. Sarna	
b) Human Resources		
i) Policy 425 Workplace Harassment Workplace Harassment Procedure	R. Antunes	
ii) Policy 427 Workplace Violence Workplace Violence Procedure	R. Antunes	
iii) Policy 431 Principal and Vice-Principal Work Year (NEW)	R. Antunes	
c) Community		
i) Policy 603A School Fundraising	C. McNeil	
ii) Policy 603B Fundraising for External Charitable Purposes	C. McNeil	
iii) Policy 616 Community Use of Schools Community Use of Schools Procedure	K. Elgharbawy	
d) Finance		
i) Policy 803 School Generated Funds School Generated Funds Procedure	C. McNeil	
<b>12. DISCUSSION ITEM(S) (N/A)</b>		
<b>13. INFORMATION ITEM(S) (N/A)</b>		

**14. FUTURE ITEMS:**

**Governance**

Policy 100 Meta Policy

Policy 103 Communication Policy

Policy 116 Copyright

**Review Date**

March 2025

Sept. 2022

April 2023

**Students**

Policy 210 Pediculosis (Head Lice)

March 2021

**Program/Curriculum**

Policy 304A Research

December 2020

Policy 304B Internal School Surveys

December 2020

**Community**

Policy 601 Accessibility Standards in Customer Service

February 2020

Policy 604 Child Care: Early Years, Extended Day, Before and After School Programs

March 2021

Policy 609 Accessibility Standards for Information and Communications

May 2019

Policy 615 Educational Partnerships

January 2022

**Facilities**

Policy 704 Community Planning and Partnerships

October 2020

NEW Policy Human Rights

**15. FUTURE MEETING DATES: March 18, 2025, June 3, 2025**

**16. ADJOURNMENT**



# JANUARY 2025

## TRUSTEE SERVICES

**Monthly Virtue: Unity**

### **February 2025**

Feb 5—Director's Council  
 Feb 7—Renaming Ceremony for BSI  
 Feb 10—SEAC 7pm  
 Feb 11—Corporate Services 6:30 pm (Public)  
 Feb 11—Corporate Services 8pm (Private)  
 Feb 17—Family Day—HOLIDAY  
 Feb 19—Executive 3pm (Public)  
 Feb 19—Executive 4:00 pm (Private)  
 Feb 19—Human Resources Committee 5pm  
 Feb 24—Student Success & Pathways 6:30 pm  
 Feb 25 —Committee of the Whole 6:30 pm  
 Feb 25—Regular Board 7:30 pm

### **March 2025**

Mar 3—SEAC 7pm  
 Mar 4—Director's Council  
 Mar 5—Ash Wednesday  
 Mar 5—Joint Board Consortium 4 pm  
 Mar 10-14—March Break  
 Mar 18—Executive 3pm (Public)  
 Mar 18—Executive 4pm (Private)  
 Mar 18—Policy Review 6:30 pm  
 Mar 24—Audit Committee 6:30 pm (Private)  
 Mar 24—Audit Committee 7:30 pm (Public)  
 Mar 25—Committee of the Whole 6:30 pm  
 Mar 25—Regular Board 7:30 pm  
 Mar 27—Board-Wide Lenten Mass 1:15 pm  
 Mar 28—SAL—10 am  
 Mar 31—YCPIC 6:30 pm

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1 NEW YEAR'S DAY	2	3	4
5	6  Epiphany of Our Lord	7	8  Director's Council	9	10  10:30 am YCDSB Dignity for All	11
12	13  7pm SEAC	14	15 10am Indigenous Winter Games	16  2pm YCDSB Archives Committee	17 P.A. Day (E)  OCSTA Trustee Seminar 9 am to 4pm	18 OCSTA Trustee Seminar 9 am to 12pm
19	20 3pm Executive (Public) 4pm Executive (Private)  6:30 pm YCPIC	21  6:30 pm Policy Review	22	23	24  10am SAL	25
26	27	28  6:30 pm CTW 7:30 pm Regular Board	29	30	31  PA Day (E/S)	

DATE / MEETING	NOTICES OF MOTION
<b>2024:04:0916:MI</b>	<b>NOTICE OF MOTION: Obligations Relating to Public Funds Spending or Obligation to Protect Public Funds (M. Iafrate)</b>
	<p>THAT the practice of calculating mileage using any method other than the TRIP program stop immediately;</p> <p>THAT a report is brought to the Board of Trustees at its October 2023 Board meeting to include the following:</p> <ul style="list-style-type: none"> <li>- Background on the TRIP program including its implementation date and the process used before its implementation;</li> <li>- A list of all Trustees that have been using a process other than the TRIP, for mileage reimbursement, and how long this alternate mileage calculation has been used for those Trustees in question;</li> <li>- A detailed summary of all reimbursements made to Trustees using "an alternate mileage calculation process" other than TRIP and how long this alternate process have been used;</li> <li>- A summary of the calculation of how much the mileage reimbursement would have been had Policy 111 been followed and the TRIP program calculation been used;</li> <li>- An explanation of the process used when staff are asked to deviate from any Board policy for the payment of expenses of any sort for staff or Trustees.</li> </ul> <p>THAT all monies in excess of the monies that would have been received by Trustees had they used the TRIP process be immediately reimbursed to ensure public confidence in the process is restored.</p>
NOTICE OF MOTION	September 26, 2023 Regular Board Meeting
INFORMATION	October 30, 2023 Regular Board Meeting
DISCUSSION	November 28, 2023 Regular Board Meeting
ACTION	1/30/2024 - Motion Deferred to March Board Meeting
<b>2024:24:1022:JW</b>	<b>NOTICE OF MOTION: Explore Air Conditioning in All Elementary YCDSB Classrooms (J. Wigston)</b>
	<p>THAT staff investigate and report back to the Board of Trustees with an estimated financial outlay and timeframe required to equip all elementary YCDSB classrooms with air-conditioning.</p>
NOTICE OF MOTION	October 22, 2024 - Executive Committee
INFORMATION	October 29, 2024 Regular Board Meeting
DISCUSSION	November 26, 2024 Regular Board Meeting
ACTION	December 17, 2024 Regular Board Meeting
<b>2025:01:1119:EC, MI</b>	<b>NOTICE OF MOTION: Audit of YCDSB Purchasing Credit Cards (PCards) (E. Crowe, M. Iafrate)</b>
	<p>THAT an outside accounting firm be hired to perform a full audit of PCards not included in the RIAT audit, including a review of any controls currently in place;</p> <p>THAT the review include recommendations for any changes in policy and/or procedure needed to ensure transparency, accountability and compliance;</p> <p>THAT the review include a recommendation on whether or not the number of PCards in the system should be reduced;</p> <p>THAT once the recommendations are implemented, training for proper usage of PCards take place once a year with all holders.</p>
NOTICE OF MOTION	November 18, 2024 - Executive Committee
INFORMATION	November 26, 2024 Regular Board Meeting
DISCUSSION	December 17, 2024 Regular Board Meeting
ACTION	