



EXECUTIVE COMMITTEE

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REVISED

Wednesday, September 18, 2024
3:00 pm
PUBLIC MEETING

- 1. OPENING PRAYER / LAND ACKNOWLEDGEMENT
- 2. ROLL CALL
- 3. APPROVAL OF AGENDA
- 4. MINUTES FROM PREVIOUS EXECUTIVE MEETING: August 21, 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 – September 24, 2024 5
 - d) Future Board Meeting Items/Requests: N/A
 - e) Future Executive Meeting Items: N/A
 - f) Director’s Items:
 - (i) FYI – January Executive Date Changed to January 20, 2025 @ 3pm 7
 - (ii) 2024 Cardinal’s Dinner – Tuesday, November 5, 2024 - \$250 pp 7
 - g) Chair’s Items:
 - (i) OCSTA 2024-25 Membership Fees & FACE Levy 8
 - (ii) OCSTA 2024-25 Core Education Funding 20
 - (iii) Request to Expedite Motion Relating to Policy Revision 21
 - h) Trustee Requests:
 - (i) Request to move Motion from PRC to Board Meeting (F. Alexander) 49
 - i) Other:
 - (i) October Calendar 50
 - (ii) List of “Notices of Motions” Outstanding to Date 51
- 7. ADJOURNMENT

Lord our God,
Free our hearts from all burdens, and grant that we may have courage to wait patiently for the great help which is to come. We praise Your name, our Father in Heaven. We praise You for the good you do for us each day and for the glory of Your name.

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
 August 21, 2024

Chair: E. Crowe

Recorder: S. Greco

Present: F. Alexander, E. Crowe, A. Grella, 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 3:00 pm with a prayer, followed by the Land Acknowledgement.
Roll Call	All Present.
Approval of the Agenda	Add: <i>Trustee Training Session (Director's Item)</i> <i>OCSTA Fall Regional Meeting (Chair's Item)</i> <i>Recycled Uniforms - M. Iafrate (Trustee Request)</i> <i>Sacred Heart of Jesus Update - A. Saggese (Trustee Request)</i> <i>Notice of Motion: Trustee Expenditures - E. Crowe</i> <i>Notice of Motion: Transportation To St. Brother Andre Catholic High School - F. Alexander Grella/Saggese - CARRIED</i>
Previous Exec Minutes	June 11, 2024 Public Executive Minutes were approved as presented. Iafrate/Grella - CARRIED
Business Arising	N/A
Presentation	N/A
Delegation Requests	N/A
Recognitions/Outside Presentations	N/A
Notices of Motion	<p>Trustee Expenditures (E. Crowe)</p> <p><i>Whereas</i> expenditure limits may not be exceeded" (Policy 111 Parameter 3.3);</p> <p><i>Whereas</i> it is the responsibility of each individual Trustee "to ensure that all expenses submitted are necessary, reasonable, and are in compliance with the Board's policy and all other relevant policies, procedures, guidelines and legislation." (Policy 111 Responsibility Trustees 4.4.2) and Policy 808 4.1.1 "to ensure that expenses submitted are in compliance with Policy 111";</p> <p><i>Whereas</i> clause 3.3.2 of Policy 118 Trustee Code of Conduct states that Trustees shall "Uphold and abide by all Board policies, procedures, protocols and the York Catholic District School Board Trustee Code of Ethics (Appendix "A")";</p> <p><i>Whereas</i> all Trustees were in-serviced on Policies 111 and 808 at the beginning of the term and both policies were reviewed and approved by the Board (March 28, 2023 and October 30, 2023 respectively);</p> <p><i>Whereas</i> all claims should be submitted prior to September 15th for the fiscal year ending August 31st (Policy 808 4.4.7), so a two-year review is timely.</p> <p>LET IT BE RESOLVED</p> <p>THAT RIAT be directed to audit all Trustee expenditures submitted during this Trustee term, i.e. since November 15th, 2022, and a detailed report identifying all exceptions and anomalies as well as recommendations for any additional controls and policy changes be brought to a Public Audit Committee meeting as soon as possible so as to ensure public confidence and accountability.</p> <p>This Motion will be an Information Item on the August 27, 2024 Regular Board Agenda.</p>

<p>Notices of Motion</p>	<p>Transportation to St. Br. Andre CHS (F. Alexander)</p> <p>Whereas In accordance with YCDSB Policy 203 Student Transportation Services, eligibility for transportation to and/or from a student's school/ program and home is a function of the eligibility requirements outlined in the policy.</p> <p>Whereas YCDSB Policy 203 Student Transportation Services paragraph 3.6 provides for transportation for Secondary French Immersion transportation to students within the host secondary school's boundary and those students who are not "transit served".</p> <p>Whereas Students attending the St. Francis Xavier CES French Immersion program have identified the lack of transportation as a barrier to their continued participation in the French Immersion program at the secondary level. (see attached petition)</p> <p>Whereas Students of the Markham South Community deserve additional support and resources to overcome systemic barriers to their success.</p> <p>Whereas Policy 203 Student Transportation Services is currently being revised with the next scheduled review being 2028.</p> <p>LET IT BE RESOLVED</p> <p>THAT the Board of Trustees authorizes a Transportation Policy Exception for all French Immersion students attending St. Brother Andre CHS who resides within the St. Francis Xavier CES French Immersion boundary / Father Michael McGivney CA boundary;</p> <p>THAT the provision of a transit pass for each eligible student be provided</p> <p>THAT the policy exception will remain in effect for 5 years, ending June 2029.</p> <p>This Motion (+ Report) will be an Information Item on the August 27, 2024 Regular Board Agenda.</p>
<p>Regular Board Meeting Agenda</p>	<p>The <i>draft Board Agenda</i> for August 27, 2024 was reviewed with the following changes:</p> <p>ADD:</p> <p>TRUSTEE MOTION: Trustee Expenditures (Information)</p> <p>TRUSTEE MOTION: Transportation to St. Br. Andre CHS (Information)</p> <p>To avoid confusion on similar reports entitled the same, the Action item will be renamed, <i>2024-2025 Capital Priorities Program (Ministry of Education Call for Projects)</i></p>
<p>Future Board & Exec Cmte Meeting Requests</p>	<p>N/A</p>
<p>Director's Items</p>	<p>Trustee Training Session</p> <p>J. De Faveri advised that S. Morrow was looking for a two-hour window to provide a workshop to Trustees on Kiteworks (<i>secure means of sharing files via email</i>) and SAP Upgrade. Two dates will be offered - Sept 16 or 30 from 7 to 9pm.</p> <p><i>Post Meeting: September 16 is not an option as a SEAC meeting is scheduled this evening. The training will occur on Monday, September 30, 2024 starting at 6:30 pm</i></p>
<p>Chair's Items</p>	<p>Recipients of 2024 Young Authors Awards Anthology</p> <p>The Executive Committee agreed that we need to always highlight student achievement. The names of the Young Authors Awards will be added to the Chair's Report for the August Board meeting.</p> <p>Eg, Top Scholars - it was suggested that a 2 min video with these students talking about their experiences be posted on our website. The Executive Committee asked that a communication plan be provided at a future Board meeting (Sept/Oct) of how the plans for a videographer will be put in place. Chair Crowe stated that we must be clear of the criteria being used for top scholars; it is the aggregate marks rather than the highest marks from a local secondary school. A standardization across the system is pertinent. A report on Honour Roll to be provided at some point before April 2025. The top scholars will be receiving a congratulatory letter signed by the Director.</p>

	<p>Operational By-Law Changes: Electronic Meetings and Meeting Attendance Chair Crowe provided clarification on the new legislation that came into effect in July 2024. The Operational By-Law will be changed accordingly to reflect the new changes.</p> <p>OCSTA Fall Regional Meeting - September 17, 2024 Senior Admin are working on the list of <i>Questions For Group Discussion</i> that the Chair will be presenting at the September 17, 2024 OCSTA Fall Regional Meeting. This will be shared with the Board of Trustees in advance of submitting to OCSTA.</p>
Trustee Request	<p>Recycled Uniforms (M. lafrate) Vice-Chair lafrate stated that she was contacted by a former parent from STL who ran a successful program for recycling old uniforms that was run by FLS (exceptional learners) students. A similar program was initiated at OLQW. J. Sarna advised that all secondary schools have some sort of program in place to support students who do not have funds to purchase new uniforms. J. Sarna will gather information and provide a summary to Trustees at a later date.</p> <p>AP/PACE Program (M. lafrate) It was noted that an Information report will be provided at the September Board Meeting.</p> <p>Sacred Heart of Jesus Update (A. Saggese) Trustee Saggese advised that a digital copy with inscription has been ordered and it is our hope to launch the Sacred Heart of Jesus portrait (framed) at the September 24, 2024 Board Meeting. The Knights of Columbus, who are sponsoring this effort, will be invited to attend.</p>
Other	<p>September Calendar – the calendar was reviewed with no changes. List of “Notices of Motions” Outstanding to Date – the list was shared with no changes.</p>
Next Executive Date	Wednesday, September 18, 2024 @ 3:00 pm
Adjournment	3:52 pm – lafrate/Saggese CARRIED

**YORK CATHOLIC DISTRICT SCHOOL BOARD
AGENDA
REGULAR BOARD MEETING
Tuesday, September 24, 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. OPENING PRAYER / LAND ACKNOWLEDGEMENT | | |
| a) Acknowledgement of <i>Sacred Heart of Jesus</i> Image | Faith Ambassadors | |
| 2. ROLL CALL | | J. De Faveri |
| 3. APPROVAL OF NEW MATERIAL | | E. Crowe |
| 4. APPROVAL OF THE AGENDA | | E. Crowe |
| 5. DECLARATIONS OF CONFLICT OF INTEREST FOR CURRENT MEETING | | E. Crowe |
| 6. DECLARATIONS OF CONFLICT OF INTEREST FROM PREVIOUS MEETING | | E. Crowe |
| 7. APPROVAL OF THE PREVIOUS MINUTES | | E. Crowe |
| a) Regular Board Meeting of August 27, 2024 | | |
| 8. BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING | | E. Crowe |
| 9. CHAIR'S REPORT / UPDATE / INSPIRATIONAL MESSAGES | | E. Crowe 3 |
| 10. OCSTA BOARD OF DIRECTOR'S UPDATE | | J. Wigston 4 |
| 11. DIRECTOR'S REPORT / UPDATE | | J. De Faveri 6 |
| 12. STUDENT TRUSTEES' REPORT | | M. Galstyan. S. Cuesta |
| 13. RECOGNITIONS / OUTSIDE PRESENTATIONS | | |
| 14. DELEGATIONS | | |
| 15. JOURNEY TOWARDS OUR VISION – STAFF PRESENTATIONS | | |
| a) YCDSB Guidelines for Artificial Intelligence | | A. Arcadi |
| 16. ACTION ITEM(S) (including Committee Reports) | | |
| a) Approval of Report No. 2024:24 Special Committee of the Whole (Sept 24) | | M. Iafrate |
| b) Operational By-Law Change: Regular and Committee of the Whole Meetings | | E. Crowe |
| c) Receipt of Report No. 2024:xx Special Education Advisory Committee (Sept 16) | | A. Grella |
| d) Approval of Report No. 2024:xx Audit Committee (Sept 18) | | C. Cotton |
| e) Receipt of Report No. 2024:xx York Catholic Parent Involvement Committee (Sept 23) | | F. Alexander |
| 17. DISCUSSION ITEM(S): | | |
| a) TRUSTEE MOTION: Trustee Expenditures | | E. Crowe |

18. INFORMATION ITEM(S)

- a) Status Report on AP PACE
- b) October 2024 Calendar

J. Powers

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.)

21. FUTURE AGENDA ITEM(S) / REQUEST FOR INFORMATION

E. Crowe

22. 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.

23. ADJOURNMENT

E. Crowe

**NEXT
REGULAR BOARD MEETING**
**Tuesday, October 29, 2024
7:30 pm**



Archdiocese
of Toronto

Catholic Pastoral Centre
1155 Yonge Street
Toronto, Ontario M4T 1W2
T 416.934.0606
www.archtoronto.org

June 26, 2024

Mr. John De Faveri
York Catholic District School Board
320 Bloomington Road West
Aurora, ON L4G 0M1

Dear Mr. De Faveri,

2024 Cardinal's Dinner – Tuesday, November 5th

I have been given the honour of chairing the 45th Annual Cardinal's Dinner by His Grace, Most Reverend Archbishop Francis Leo, Metropolitan Archbishop of Toronto.

As you know, the Cardinal's Dinner has been very successful in bringing together business leaders, representatives from all levels of government, and the Catholic community. More importantly, to date, this dinner has raised over \$6 million for the Archbishop's personal charities for the less fortunate in our community. The Cardinal's Dinner Committee would appreciate you being in attendance and giving this cause your continued support.

The event will take place on Tuesday, November 5, 2024 at the Metro Toronto Convention Centre, North Building, with cocktails at 6:00 p.m. and dinner at 7:00 p.m.

The cost is \$250 per person or \$2,500 for a table of ten. The order form is enclosed. Tickets can be purchased by cheque, credit card or online: www.archtoronto.org/cardinals-dinner. E-tickets and more details will be sent via email one week prior to the event.

If you cannot attend, but wish to contribute to the Cardinal's Dinner, your support is most welcome.

We look forward to your participation this year. For further information, please contact Lysle Kintanar of the Cardinal's Dinner Committee at 416-934-3400 ext. 567 or by email at cdinner@archtoronto.org.

Sincerely in Christ,

Dr. Colin Saldanha
2024 Dinner Chairman

45th ANNUAL CARDINAL'S DINNER

Tuesday, November 5, 2024 | 6:00 p.m. for 7:00 p.m. | Metro Toronto Convention Centre

VICE CHAIR
Daniel F. Sullivan

DINNER CHAIR
Dr. Colin Saldanha KC*HS
Lieutenant, Equestrian Order of the Holy Sepulchre of Jerusalem Toronto

FOUNDING CHAIR
Joseph F. Barnicke



Ontario Catholic School Trustees' Association

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Toronto, Ontario M2N 5Y7
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ocsta@ocsta.on.ca www.ocsta.on.ca

Michael Bellmore, *President*
Marino Gazzola, *Vice President*
Nick Milanetti, *Executive Director*

September 9, 2024

MEMORANDUM

TO: Elizabeth Crowe, Chair
John De Faveri, Director of Education
York CDSB

FROM: Michael Bellmore, President
Nick Milanetti, Executive Director

SUBJECT: 2024-2025 OCSTA Membership Fees & FACE Levy

As you know, OCSTA was established by Catholic Trustees to provide a central, united voice for protecting and promoting publicly funded Catholic education in Ontario. We want to assure you that the Association remains focussed on developing and providing resources to support you in your important role fulfilling the Mission of Catholic Education in your respective communities across this province.

Throughout our system's 200-year history, Catholic schools have been and continue to be places that value and recognize that all students are created in the image of our loving God. In this spirit and through the support and unity of Ontario's 29 Catholic school boards, we look forward to continuing to serve and support your commitment to "place Christ and the teachings of the Catholic Church at the centre" of student's learning experiences.

In this memo package you will see presented the many services, resources and events that are included in the 2024/2025 Association membership fees. Please be assured of our full support and prayers as together Catholic Trustees continue to do all we can to protect, celebrate and promote the treasured gift of publicly funded Catholic education

Director of Education Performance Appraisal

Ontario Regulation 83/24 came into effect in March of 2024. OCSTA worked to develop a template that boards would be able to use to appraise their Directors of Education. OCSTA was very clear with the ministry that we would need a unique Performance Appraisal for our Catholic Directors in recognition of the unique work that they are called to undertake, we also asked that Boards have the autonomy to appraise some of the unique programs and offerings that many of our boards are involved in.

In this project, the OCSTA developed 'Indicators' for each Ministry Goal organized into an interactive template, a timeline for school boards to execute the various steps, regularly updated FAQs, and an ongoing (Director's Performance Appraisal) dedicated area on our OCSTA Members Centre to support trustees in this evolving endeavour.

The templates were developed and various in-services were planned for Chairs, Directors and those who are chairing the DPA. Many individuals were involved in the project and much consultation took place resulting in a top-quality DPA for the use of Boards. The Ministry has set forward 6 goals that Directors are to be appraised on and OCSTA added a 7th goal "Promote Catholic Identity by Nurturing Catholic Community, Culture and Christian Service in the Board" in recognition of the distinct work that is done in our Catholic schools.

OCSTA will continue to in-service on the Director of Education Performance Appraisal at both the Regional meetings and the January Seminar.

CVO - On-line / E-Learning

Given the province's e-learning mandate and the Association's focus on protecting our denominational rights, OCSTA continues to build and strengthen our own e-learning portal for Catholic education called Catholic Virtual Ontario (CVO). Under the leadership of our Director of Catholic Education Anne O'Brien, CVO continues to receive equitable funding and opportunity to provide to students high-quality Catholic courses that are developed and taught by Catholic teachers in our Catholic school boards. We have established an operational structure and secured funding to:

- Collaborate on making Catholic Credit Course offerings equitably available
- Support the revision and creation of 101 completed online Catholic courses
- Prioritize current Catholic Online Learning Course Packs in Boards

Support Documents for Catholic Writing Teams and Educators

OCSTA – CVO created several support documents to provide the environmental conditions for success and ongoing capacity building in online learning including:

- Assessment and Evaluation in Online Learning
- Exemplars: Catholic Content in Secondary Online Learning
- Infusing the Catholic Context in Secondary Online Courses
- Key Themes in Online Learning
- Pedagogical Practices in Online Secondary Courses
- Teaching and Learning in the Digital Age
- Technical Tips and Tricks for Catholic Online Writers
- Prayerful Spaces: Infusing Prayer Into Catholic Online Learning
- Indigenous Influencers
- Engagement & Interactives in Online Learning

- Reviewing and Editing Online Catholic Courses
- Social-Emotional Learning in the Online Environment
- Role of Student Surveys: Catholic Exemplars

All resources are available to Catholic district school boards.

Advocacy Efforts

OCSTA continues to meet with MPPs and government leaders to advance the policy and regulatory issues of concern to our Catholic school boards.

OCSTA focuses on advocacy efforts in a number of areas including:

- The provision of resources to ensure the health and safety and well-being of students and staff including additional funding for improved ventilation, technology, staff shortages and the cost of operating virtual schools.
- Increased and multi-year funding in support of learning recovery and student faith formation, mental health and well-being
- Increased flexibility and autonomy for Catholic school boards
- Revoking the regulation freezing Executive Compensation
- Correcting default “public mechanism” in the provinces property tax assessment system
- Updating the capital construction benchmarks and streamlining the approvals process
- Positively influencing the development of Bill 98: Better Schools and Outcomes Act, 2023

OCSTA has a long history of forming positive and mutually respectful working relationships with elected officials and their staff in the Ontario Legislature. Building upon these relationships, we successfully advocate with one voice, on behalf of all our member boards.

The Association has done a great deal of work in the areas of advocacy through legislative submissions, consultations and letters. For 2024-20245 examples of these include:

1. The 2024 Annual Finance Brief
2. Submission Letter to Minister of Public and Business Service Delivery re: Bill 194, Enhancing Digital Security and Trust Act, 2024
3. Pre-Budget Submission (January 17, 2024)
4. Submission Letter to Minister of Education re: Director of Education Performance Appraisal (Regulation under Bill 98) January 12, 2024

OCSTA continues to advocate for our Catholic School Boards on regulations regarding electronic meetings, Integrity Commissioners, Trustee Codes of Conduct and Financial penalties impacting trustees.

In addition to these submissions, OCSTA continues to be represented at a number of key government working tables that provide advice and recommendations on various policy issues impacting school boards. Some of these include:

- Student Transportation Advisory Committee

- Education Accessibility Standards Working Group
- Teacher Supply and Demand Action Table Steering Committee

Labour Relations

OCSTA is the legislated bargaining agent for the 29 English Catholic school boards. OCSTA bargain collective agreements for OECTA, CUPE, OSSTF Educational workers, ETFO Educational workers, OCEW and EWAO. OCSTA also works with CPCO to obtain their Terms and Conditions. Representation at these tables is comprised of Trustees, Directors of Education, Superintendents and our OCSTA Labour team members. Trustees receive regular updates through confidential bargaining memos and all decisions bargained are brought forward to our Labour Relations Committee for approval prior to recommendations to member boards for ratification. All Labour costs are covered by the Ministry and these funds are included in the GSNs each year.

Faith Formation Resource Opportunities for Trustees

OCSTA continues to provide to members on a daily basis Reflections by Bishop Barron, in addition to other relevant Catholic correspondence throughout the year.

Together in Faith Series:

- Adult Faith Formation and Leadership Development – A Collection of School Board Practices
- Care for our Common Home – A Collection of School Board Practices
- Strengthening the Home, School, Parish Relationship – A Collection of School Board Practices
- Pastoral Care – A Collection of School Board Practices
- Christian Service – A Collection of School Board Practices

In the upcoming 2024/2025 school year, we will be completing two Together in Faith Series resources:

- The Journey to Advent – Collection of School Board Practices
- The Journey to Lent – Collection of School Board Practices

Catholic Trustee Handbook

The Catholic Trustee Handbook has been created to provide an accessible single-source for OCSTA faith-based leadership materials and resources as well as a provincial publication for new and experienced Trustees.

Catholic Trustee Learning Module / Dignity of the Human Person: *Equity Diversity & Inclusion*

OCSTA released a Professional Development Module for Catholic Trustees on the topic: “Dignity of the Human Person/Equity, Diversity and Inclusion and Our Faith, The Law and Anti-Racism”.

This module provides Catholic School Trustees with a learning resource that supports our distinct role and promotes our shared commitment to promoting the Dignity of the Human Person. It will as well be of assistance in the development and monitoring of policies as set out in the government’s PPM 119

This Module, in addition to our other 21 modules can be accessed online directly from the OCSTA website at the following address: <https://www.ocsta.on.ca/trustee-modules-2/>

Pilgrims of Hope / Catholic Education Resource Materials & Province-Wide Mass

Under the leadership of Anne O'Brien, OCSTA's Catholic Education Week (CEW) resource writing team, consisting of teachers from across the province, continue to produce CEW resource materials for use in our schools throughout the year. The Catholic Education Committee will be providing a bulletin each month to CDSBs with a variety of activities, resources and reflections to support the Pilgrims of Hope Journey. All resources continue to be made available on our OCSTA website at www.goodnewsforall.ca. The dates for next year's Catholic Education Week promotion is May 4 - 9, 2025.

A highlight of this event is the celebration of a virtual Catholic Education Week Mass, which is planned to take place immediately prior to the annual Ontario Catholic Student Youth Day Virtual Seminar on May 7.

Fall Catholic Education Leadership Speaker Series

In the fall, OCSTA will once again make available to members an evening Speaker Series, presented virtually and focused on Catholic Trustee leadership. This series of evening presentations/discussions is designed to provide timely insight particularly relevant to the role and needs of Catholic Trustees in Ontario today.

OCSTA Events

- 2024 Fall Regional Meetings
 - Central – Tuesday, September 17
 - East – Thursday, September 19
 - West – Tuesday, September 24
 - Northeast – Saturday, September 28
 - Northwest – Friday, October 4
- OCSTA Catholic Education Leadership Fall Speaker Series – *Dates TBA*
- 2025 Catholic Trustees Seminar – January 17-18
- 2025 AGM & Conference – May 1-3

The programming for OCSTA events is intentionally designed to provide sessions that can offer delegates information and insight on matters pertaining to Catholic identity and Catholic education leadership.

Please find attached your board's invoice for 2024-2025 Membership Fees based on the formula approved by the OCSTA Board of Directors. The levy for the Friends and Advocates of Catholic Education (FACE) is included on the invoice.

Included with this memo and invoice are the following:

- A summary of key major benefits of an OCSTA membership
- A summary of OCSTA's FYE 2025 Budget (Sept 1, 2024– Aug 31, 2025)
- OCSTA's 2024-2025 Membership Fee Schedule (the formula used to determine fees)

On behalf of the Board of Directors, the 559,000 plus students in Catholic schools, and the 2.4 million separate school ratepayers, we thank you for your ongoing support of your provincial Association and for your commitment and dedication to Catholic education.

We pray that Our Lord Jesus Christ showers you and all associated with the gift of publicly funded Catholic education with all of His blessings.



Michael Bellmore
President



Nick Milanetti
Executive Director

Attachments (3)



Ontario Catholic School Trustees' Association

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Toronto, Ontario M2N 5Y7
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ocsta@ocsta.on.ca www.ocsta.on.ca

Michael Bellmore, *President*
Marino Gazzola, *Vice President*
Nick Milanetti, *Executive Director*

INVOICE

York CDSB
320 Bloomington Road West
Aurora, ON L4G 0M1
ATTENTION: Director of Education

Date	Terms	Invoice #
9/1/2024	Due Upon Receipt	25-09-30

Description	Amount
2024 - 2025 OCSTA MEMBERSHIP FEES & F.A.C.E. LEVY September 1, 2024 to August 31, 2025	
Based on current MEMBERSHIP FEE Schedule 2024-2025	135,560.73
F.A.C.E. LEVY re Promotion and Protection of Catholic Education	6,549.42
Note: HST does NOT apply to Membership Fees and F.A.C.E. Levy. If Questions Contact June Johnson - Ontario Catholic School Trustees' Association (OCSTA) Accounting Office: 416 932 9460-ext 229/ Email: jjohnson@ocsta.on.ca / Cell: 416 616 5171	
Please make Cheque Payable to:"OCSTA" OR Send EFT Notification to: m-binns@ocsta.on.ca	TOTAL DUE: \$142,110.15

Benefits of Membership

“One unified provincial voice for Ontario’s English Catholic school boards...”

Throughout the history of Catholic education in Ontario, our system’s strength has been our ability to organize our school trustees under the guiding principles of the Gospel to advance our shared goals for the promotion and protection of Catholic education in Ontario. We achieve those objectives through our ongoing lobbying efforts, our membership development services and the following key activities that directly benefit our members.

OCSTA:

1. Represents Catholic school boards on all provincial consultations and work groups.
2. Provides advice to boards on significant policy issues.
3. Provides an extensive array of classroom and community resources for Catholic Education Week. Information is located online at <http://www.goodnewsforall.ca>.

These resources resonate strongly with students, parents and parishes and boards have expressed their appreciation for the materials and information that are generated and shared.

4. Lobbies the government on all funding issues most of which are identified by our member boards.
5. Represents Catholic boards on significant legal issues as they arise.
6. Develops provincial messaging and platforms on key issues and developments in education affecting Catholic schools and shares such strategic resources with boards.

To further support effective school board communications and community relations, OCSTA hosts an annual professional development session for school board communication staff.

7. Provides enrichment opportunities for Catholic school board trustees and staff.
 - a. Supports online enrichment opportunities for Catholic school board trustees via the Trustee Professional Development Modules developed with input from OCSTA and delivered by the Ontario Education Services Corporation (OESC) which is supported by all Ontario’s school trustee associations. Those modules can be accessed online at the following URL: <https://modules.ontarioschooltrustees.org/?lang=en>
 - b. Annual trustee development events include January Catholic Trustees Seminar, Business Seminar, Labour Relations sessions (as needed) and the Annual General Meeting and Conference.
 - c. The OCSTA Certificate Course in Leadership and Good Governance was made available to all trustees in 2019. Protects the interests of Catholic school boards by monitoring activity in the Legislature, including draft legislation, as well as the release of new Regulations to identify impact on Catholic boards and propose amendments as necessary.

8. Maintains a provincial network, at both the political and staff levels, to position OCSTA to respond quickly to any issue of relevance to Catholic Schools.
9. Serves as the designated bargaining agent for Ontario's 29 Catholic District School Boards.

This list is not exhaustive.

In addition, OCSTA partners with the other three trustee associations and the Council of Directors of Education (CODE) to provide many services, most with direct financial benefits to boards that are available only to boards that are members of their respective provincial association. For a comprehensive understanding, please go to the Ontario Education Services website at <http://oesc-cseo.org/English/services.html>.

Examples of the services provided through OESC include:

- ❖ Serving as the intervenor at the Ontario Energy Board to keep energy costs down for school boards. An estimate of savings over the past year of \$3M for Ontario's Catholic school boards. This translates into a savings of \$5.50 per pupil which exceeds the cost of OCSTA membership.
- ❖ Provision of Behaviour Management Systems. This training is required for certain staff and is offered at a rate that saves all school boards, public and Catholic, approximately \$2M annually.
- ❖ Supporting the trustee election process by providing an array of resources located at <http://elections.ontarioschooltrustees.org> that are designed to
 - Raise the profile of trustee candidates and the municipal election process
 - Educate the public on the role of trustees and school boards
- ❖ Representation and co-ordination of initiatives pertaining to the Ontarians with Disabilities Act. This is ongoing and is meant to assist and guide boards through the various stages of implementation of the legislation and regulations. This service is a major savings for member boards that would otherwise be required to develop materials locally at significant expense.
- ❖ Development of resources on topics such as equity and inclusion, thereby saving each board the cost of developing such materials locally.

<p style="text-align: center;">Examples of Savings for York Catholic DSB</p> <p style="text-align: center;">School Energy Coalition \$420,400</p>

September 2024



Ontario Catholic School
Trustees' Association

2024 - 2025 Expense BUDGET

Account Name	BUDGET 2024-2025	Sub-Total as % of Budget
Partnerships CCSTA, ICE, Miscellaneous Membership Fees, Student Trustees'/1st Nations' Projects	\$ 215,120	8.9%
Political Advocacy Political Affairs & Government Relations, Catholic Curriculum & Education Research, CVO (e-learning), Fees:Consultants, Authors of Briefs, Analysts, Joint Venture	\$ 150,000	6.2%
Communications and Media Relations Communications (Including Promotion of Catholic Education & Media) Public Relations, Advertising	\$ 32,350	1.3%
Governance Committee & Task Force Meetings, Directors' Meetings, Outside Conferences & Seminars	\$ 60,000	2.5%
Operations Rent, Office Expense, Furniture & Computers, Telephone, Postage & Courier, Audit, Insurance, Library, Miscellaneous	\$ 384,250	15.9%
Legal	\$ 75,000	3.1%
OCSTA-hosted Meetings/Seminars/AGM	\$ 285,000	11.8%
Human Resources Salaries & Fees & Contracted Services, Employee Benefits, Government Deductions & Taxes, Professional Development	\$ 1,213,000	50.2%
TOTAL APPROVED EXPENSE BUDGET	\$ 2,414,720	100.0%



Ontario Catholic School
Trustees' Association

OCSTA Membership Fee Schedule

--- 2024 - 2025 ---

Cat.	Enrolment	Basic Fee	Per Pupil Cost	Cat.	Enrolment	Basic Fee	Per Pupil Cost
A	School Auth-\$2,200 (ended FYE2010 by MOE legislation)			I	20,000 - 29,999	\$20,400	2.736
B	600 - 2,999	\$2,040	4.610	J	30,000 - 39,999	\$30,600	2.278
C	3,000 - 4,999	\$4,080	4.495	K	40,000 - 49,999	\$40,800	2.006
D	5,000 - 6,999	\$5,100	4.265	L	50,000 - 59,999	\$51,000	1.693
E	7,000 - 7,999	\$6,120	4.035	M	60,000 - 69,999	\$61,200	1.526
F	8,000 - 11,999	\$8,160	3.805	N	70,000 - 79,999	\$71,400	1.421
G	12,000 - 14,999	\$10,200	3.690	O	80,000 - 89,999	\$81,600	1.337
H	15,000 - 19,999	\$15,300	2.950	P	90,000 ++++	\$91,800	1.296

Note: This Membership Fee Schedule was approved by Board in June 2012 for use starting in 2012 - 2013; continuing exactly the same in 2013-2014 + 2014-2015 + 2015-2016 + 2016-2017 + 2017-2018 + 2018-2019; REVISED 2019-2020; continuing the same in 2020-2021 + 2021-2022 + 2022-2023 + 2023-2024 + 2024-2025



Ontario Catholic School Trustees' Association

1510 - 2 Sheppard Avenue East
Toronto, Ontario M2N 5Y7
Telephone: 416.932.9460
ocsta@ocsta.on.ca www.ocsta.on.ca

Michael Bellmore, *President*
Marino Gazzola, *Vice President*
Nick Milanetti, *Executive Director*

September 9, 2024

MEMORANDUM

TO: Elizabeth Crowe Chairperson
John De Faveri Director of Education
York CDSB

FROM: Michael Bellmore, President
Nick Milanetti, Executive Director

SUBJECT: Invoice for Core Education Funding for Central Bargaining – 2024-2025

The *School Boards Collective Bargaining Act, 2014 (SBCBA)* established a new statutory framework under which the provincial government and trustees' associations directly participate in central collective bargaining as co-management partners. Under the SBCBA, trustees' associations are the statutory central employer bargaining agencies for school boards in central negotiations with teachers' federations and education worker unions.

Ontario Regulation 206/15 provides the regulatory framework to continue the support of labour relations activities for the trustee associations. The Regulation continues to make the payment of labour relations fees to the bargaining agent (OCSTA) by the school boards, mandatory. The deadline for receipt of fees is October 31, 2024. The regulation further provides for the forfeiture of ratification voting rights in the event of non-payment by November 30, 2024.

The FYE 2025 Core Education amount to support the operations of Labour Relations is based on the Ministry's current funding formula, and includes an adjustment from the 2023-24 GSN amount.

Attached please find an invoice in the amount of \$44,345. Please submit payment to OCSTA by the deadline date.

Your attention to this matter is greatly appreciated.

Michael Bellmore
President

Nick Milanetti
Executive Director

Attachmen



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Michael Bellmore, *President*
 Marino Gazzola, *Vice President*
 Nick Milanetti, *Executive Director*

INVOICE

York CDSB
 320 Bloomington Road West
 Aurora, ON L4G 0M1
 ATTENTION: Director of Education

Date	Terms	Invoice #
9/1/2024	Due Upon Receipt	25-09-59

Description	Amount
2024-2025 Core Ed FUNDING for Central Bargaining September 1, 2024 to August 31, 2025	
FYE 2025 Core Education funding to support the operations of Labour Relations based on the Ministry's current funding formula and includes an adjustment from the 2023-2024 GSN amount	44,345.00
If Questions Contact June Johnson - Ontario Catholic School Trustees' Association (OCSTA) Accounting Office: 416 932 9460-ext 229/ Email: jjohnson@ocsta.on.ca / Cell: 416 616 5171	
Please make Cheque Payable to:"OCSTA" OR Send EFT Notification to: mbinns@ocsta.on.ca	TOTAL DUE: \$44,345.00

REPORT

York Catholic District School Board

Report To: Executive Committee

From: Elizabeth Crowe, Chair of the Board

Date: September 18, 2024

Report: Request to Expedite Motion relating to a Policy Revision from PRC directly to a Board meeting

BACKGROUND INFORMATION:

Trustee Alexander brought a Motion to the January 22nd 2024 Executive Committee and the motion came for action at the January Board meeting. At the Board meeting the motion was referred to the February 7th 2024 Policy Review Committee as a Discussion item. At the PRC meeting it was referred to legal counsel. A revised version was on the agenda of the June 4th, 2024 Policy Review Committee as an Action item and Trustee Alexander asked to defer the motion to a subsequent Policy Review Committee meeting when the agenda was approved.

The Executive motion tracking chart identifies that it is on the agenda for the October 8, 2024 Policy Review Committee. Trustee Alexander has requested that his motion to revise Policy 712 be expedited directly to action on the September 24, 2024 Board meeting.

ANALYSIS:

Trustee Alexander's request should be reviewed taking into consideration the Board's Policy 101: *Meta Policy: Policy Management and Governance* which is attached to this report for Trustee review.

2. OBJECTIVE

This policy shall guide the development, review, revision and implementation of all policies, guidelines and procedures of the YCDSB in support of the Board's mission, vision and Catholic Values, with the aim of enhancing achievement, equity and well-being.

3. PARAMETERS

3.11 *The development, review or revision of policy and procedures shall follow the process outlined in the Simplified Policy Review Process (Appendix 2A), the Policy Review and Revision Process (Appendix 2A) and the Development Process (Appendix 2B).*

4. RESPONSIBILITIES

4.5 Policy Review Committee (PRC) (Trustee Committee- oversight obligation)

4.5.1 To receive reports regarding recommendations from staff.

4.5.2 To provide input into policy development, review or revisions.

4.5.3 To ensure that all new and/or revised policies presented to the Policy Review Committee have been subjected to appropriate stakeholder consultation.

4.5.4 To make recommendations on policy matters to the Board.

5. DEFINITIONS

5.3 Global Definitions

5.3.1 'May' is used as an enabling term to describe a discretionary action.

5.3.2 'Shall' is used to describe a requirement, a mandatory action.

5.3.3 'Should' is used to describe a recommendation that is encouraged, but not mandated.

5.6 Meta Policy

The overarching and foundational framework that shall govern the development, review, revision and implementation of all Board policies, guidelines and procedures.

5.21 Significant Revision

A revision to policy, guidelines and/or procedures that changes the intent, background, scope and/or course of recommended action(s) previously approved by the Board

As Trustees our Code of Conduct mandates that we follow our Policies and Procedures (*Policy 118, Trustee Code of Conduct, Parameter 3.3.2*). The Objective statement of Policy 101, as well a Definition 5.6, clearly states that the Meta Policy shall govern the revision of all policies. Parameter 3.11 states that revisions shall follow the process outlined in the flow charts in Appendices 2A and/or 2B. The use of the word 'shall' according to Definition 5.3.2 describes a mandatory action. Upon review of Appendices 2A and 2B (pages 15 and 16 of the Meta Policy) all Policy revisions shall come to the Board through the Policy Review Committee. This also aligns with Parameter 4.5.4 of Policy 101.

Three policies were directly approved at the August 27th, 2024 Board meeting:

Policy 118 Trustee Code of Conduct – legislative changes were made in the summer mandating that all Trustee Code of Conduct Policies be revised to incorporate new regulatory language by August 28, 2024. Legislated timelines overrode Policy 101; changes were limited to incorporating new requirements.

Policy 311 Digital Discipleship (Student Use of Technology) was an action item on the June Policy Review Committee agenda and incorporated new government legislation with respect to cell phone bans effective September 2024. Trustees had several questions regarding implementation and monitoring. At PRC direction was given to the Associate Director to consult with Principals and Unions and to bring a revised version directly to the August Board meeting so as to meet the ministry deadline. Legislation precluded this policy from going to the October PRC meeting because of Ministry mandated timelines.

Policy 808 Travel, Meals and Expenses Reimbursement was approved at the June 4th PRC meeting and came to the June Board meeting for action. Final approval was deferred for action to the August Board meeting to ensure that IT staff had time to make the necessary changes to the TRIP tool for a September 1st 2024 implementation. There was no need to return to PRC since the changes had already been discussed and approved at PRC, the deferral was at the Board level and was tied to implementation not policy revision.

SUMMARY:

Trustee Alexander’s motion proposes changes to Policy 712 that will impact all our schools. It warrants discussion at the October Policy Review Committee where Trustees will have the opportunity to review the policy in its entirety. This will allow suggested changes to other parts of the policy, including but limited to the Responsibilities section, to better align with Trustee Alexander’s new proposals.

All changes and/or revisions, debated and voted on at the October Policy Review Committee meeting would then be incorporated into a revised draft policy to be included in the October Policy Review Committee Report to the October Board meeting. The motion would be “to Approve the revised Policy 712 as draft and send for stakeholder consultation” as we do with all policies that impact our school communities.

Prepared and Submitted By: Elizabeth Crowe, Chair of the Board

	YORK CATHOLIC DISTRICT SCHOOL BOARD	
	BOARD POLICY	
	<i>Policy Section</i>	<i>Policy Number</i>
	Governance	101
	<i>Former Policy #</i>	<i>Page</i>
	802	1 of 25
	<i>Original Approved Date</i>	<i>Subsequent Approval Dates</i>
	May 22/1984	April 28/1992 December 13/2007 March 25/2008 October 12/2010 May 26, 2015 May 25, 2021

POLICY TITLE: META POLICY: POLICY MANAGEMENT AND GOVERNANCE

SECTION A

1. PURPOSE

The York Catholic District School Board (the “Board”) is committed to providing a consistent approach to an effective, transparent, and supportive system of governance and management. It is recognized that a comprehensive policy management and governance framework will enable the Board to govern itself with policies and procedures that are compatible with its Mission and Vision and aligned with its Strategic Commitments.

The Board’s policies, procedures and practices will be developed, understood, implemented, and continually evaluated to ensure fair and equitable educational, social, and employment opportunities, and to promote the organization’s commitments to public accountability.

It is the policy of the Board that all actions shall be governed by gospel values and managed by approved policies, related guidelines and procedures. All Board policies, procedures and practices will be consistent with all applicable legislation, including the *Education Act*, *The Ontario Human Rights Code*, *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA), and *Occupational Health and Safety Act* (OHSA).

2. OBJECTIVE

This policy shall guide the development, review, revision and implementation of all policies, guidelines and procedures of the YCDSB in support of the Board’s mission, vision and Catholic Values, with the aim of enhancing achievement, equity and well-being.

3. PARAMETERS

- 3.1 Every policy, guideline and procedure may be considered for development, review or revision to ensure that they:
 - 3.1.1 Follow the social teachings of the Catholic Church;

- 3.1.2 Comply with all legal and legislative requirements with acknowledgement of our constitutional denominational rights as stated in the Human Rights Code Section 19 (1) This Act shall not be construed to adversely affect any right or privilege respecting separate schools enjoyed by separate school boards or their supporters under the Constitution Act, 1867 and the Education Act. R.S.O. 1990, c. H.19, s. 19 (1).
 - 3.1.3 Abide by the principles of human rights, equity and inclusive education;
 - 3.1.4 Apply the Toolkit for Human Rights & Equity Analysis and Decision-Making (THREAD), (Appendix 1);
 - 3.1.5 Adhere to Records Retention Guidelines.
- 3.2 Policy review, revision and development may be initiated by Staff or the Board of Trustees to address:
- 3.2.1 Applicable Federal, Provincial and/or Municipal legislative requirements;
 - 3.2.2 Resolutions of the Board of Trustees;
 - 3.2.3 Government policies or directives;
 - 3.2.4 Internal stakeholder requests;
 - 3.2.5 External stakeholder requests;
 - 3.2.6 Risks and/or Opportunities identified by internal reviews;
 - 3.2.7 Stakeholder surveys and audits (e.g., student census, climate surveys, employee surveys etc.);
 - 3.2.8 Our continued obligation to operate and govern in a transparent manner.
- 3.3 Information about policy needs arising from new legislative or government policy requirements, and information about substantive revisions being recommended to any policy, shall be communicated to the Board of Trustees through the Policy Review Committee.
- 3.4 The Policy Review Committee shall be notified by the Director of Education when a policy development, review or revision is commenced by Staff, and shall be provided with an opportunity for input into the development, review or revision of the policy.
- 3.5 Policies shall include provisions for consistent implementation, monitoring, evaluation, and reporting.
- 3.6 Policies may have corresponding guidelines and/or procedures.
- 3.7 The Director of Education or Supervisory Officer (designate) with the Policy Portfolio shall identify a Policy Lead to leverage the expertise of the requisite department(s) in the development, review or revision and implementation of each individual policy.
- 3.8 The Board may gather relevant feedback and/or information through consultation with stakeholders, as required.
- 3.9 Minor changes to policy (e.g., updating obsolete references, legislative changes, job titles, department names, etc.) shall be authorized by the Director of Education, or Supervisory Officer (designate) with the Policy Portfolio and brought directly to the Board of Trustees for approval.
- 3.10 The review, revision and update of each policy shall occur a minimum of once every four years.

- 3.11 The development, review or revision of policy and procedures shall follow the process outlined in the Simplified Policy Review Process (Appendix 2A), the Policy Review and Revision Process (Appendix 2A) and the Development Process (Appendix 2B).
- 3.12 In extenuating circumstances, the Director of Education may recommend an exemption or exception to policy to the Board of Trustees for approval.
- 3.13 Policies shall be communicated and made accessible to all stakeholders via the Board's website.
- 3.14 It is a condition of employment that all employees shall be familiar with and accountable for compliance with Board policies. Appropriate sanctions for non-compliance shall be determined on a case by case basis, by the Director of Education.

4. RESPONSIBILITIES

4.1 Board of Trustees

- 4.1.1 To initiate and approve, the development, review or revision of a policy, as required, in accordance with the *Education Act* and its regulations.
- 4.1.2 To consider a policy exception as per York Catholic District School Board By-Law No. 1.

4.2 Director of Education

- 4.2.1 To oversee compliance with all policies and their development, review or revision, as required.
- 4.2.2 To appoint a Supervisory Officer (designate) with the Policy Portfolio with the relevant expertise and experience to coordinate the development, review or revision of policies, guidelines and procedures.
- 4.2.3 To establish the terms for ongoing monitoring and implementation of all policies, guidelines and procedures.
- 4.2.4 To ensure all employees act in accordance with Board policies, guidelines and related procedures and uphold Board's Mission, Vision and Core Values.
- 4.2.5 To be responsible for the implementation of progressive discipline measures where any employee's actions are non-compliant with Board policies, guidelines or procedures.

4.3 Supervisory Officer (designate) with the Policy Portfolio

- 4.3.1 To oversee compliance with this policy and the development, review or revision of all other policies, guidelines, and related procedures.
- 4.3.2 To appoint a Policy Lead with the relevant expertise and experience to support the accountable development, review or revision of a policy/procedure.
- 4.3.3 To share the draft policy for input, direction and approval with the Policy Review Committee after consultation with the relevant stakeholders.
- 4.3.4 To identify responsibilities and outline the process for ongoing monitoring and implementation.
- 4.3.5 To report any instances of non-compliance to the Director of Education.

4.4 Policy Lead

- 4.4.1 To engage in research and review of all relevant legislation, regulation and guidelines specifically related to policy development, review and revisions.

- 4.4.2 To engage in consultations with relevant departments, as required, and internal stakeholders for the purpose of obtaining input regarding the need to develop, review and revise a policy.
- 4.4.3 To apply the Toolkit for Human Rights & Equity Analysis and Decision-Making (THREAD) when developing, reviewing or revising a policy.
- 4.4.4 To consult with external stakeholders, as required and/or directed, for the purpose of obtaining input on policies.

4.5 Policy Review Committee (PRC) (Trustee Committee- oversight obligation)

- 4.5.1 To receive reports regarding recommendations from staff.
- 4.5.2 To provide input into policy development, review or revisions.
- 4.5.3 To ensure that all new and/or revised policies presented to the Policy Review Committee have been subjected to appropriate stakeholder consultation.
- 4.5.4 To make recommendations on policy matters to the Board.

4.6 Policy Steering Committee (PSC) (Staff Committee)

- 4.6.1 To consult with the Policy Lead and provide recommendations in the development, review or revision of a policy.
- 4.6.2 To provide a cross functional lens to ensure the policy reflects the specific purpose and objective of the said policy, in line with the Mission, Vision and Core Values of the Board.

4.7 Senior Team

- 4.7.1 To ensure the implementation of and compliance with, policies, guidelines and procedures.
- 4.7.2 To report any instances of non-compliance to the Director of Education.

4.8 Managers/Supervisors/Principals

- 4.8.1 To support the implementation of and compliance with, policies, guidelines and procedures.
- 4.8.2 To report any instances of non-compliance to their Supervisory Officer.

4.9 Employees

- 4.9.1 To read and be familiar with Board policies, guidelines and procedures that are applicable to their role and responsibilities.
- 4.9.2 To comply with policies, guidelines and procedures of the Board.

4.10 External and Internal Stakeholders

- 4.10.1 To comply with policies, guidelines and procedures in all interactions with the Board.

5. DEFINITIONS

5.1 Cross References

Includes any direct linkages to statutory and regulatory legislation and by-laws of the Federal, Provincial, and Municipal Governments and their associated bodies, as well as any related Board policies and procedures.

5.2 External Stakeholders

A person, group of people or an organization that holds a vested interest in the school community, including, but not limited to:

- 5.2.1 All levels of Government;
- 5.2.2 Community Members and Ratepayers;
- 5.2.3 Education partners/organizations;
- 5.2.4 Ministry of Education;
- 5.2.5 Media; and
- 5.2.6 Vendors/Contractors.

5.3 Global Definitions

- 5.3.1 *'May'* is used as an enabling term to describe a discretionary action.
- 5.3.2 *'Shall'* is used to describe a requirement, a mandatory action.
- 5.3.3 *'Should'* is used to describe a recommendation that is encouraged, but not mandated.

5.4 Inclusive Language

Language which would acknowledge diversity, convey respect for all people, is sensitive to differences, and promotes equitable opportunities.

5.5 Internal Stakeholders

A person, group of people or an organization that holds a vested interest in the school community, including, but not limited to:

- 5.5.1 Catholic School Councils;
- 5.5.2 Parents;
- 5.5.3 Parishes;
- 5.5.4 School Administrators;
- 5.5.5 Senior Team;
- 5.5.6 Staff (School, centrally assigned and/or Contract); and
- 5.5.7 Students.

5.6 Meta Policy

The overarching and foundational framework that shall govern the development, review, revision and implementation of all Board policies, guidelines and procedures.

5.7 Objective

Describes the overall intent of the policy.

5.8 Ontario Human Rights Code

The Ontario Human Rights Code is a provincial law that gives everyone equal rights and opportunities without discrimination in specific social areas such as jobs, housing, services, facilities, and contracts or agreements.

5.9 Ontario Human Rights Commission (OHRC)

The Ontario Human Rights Commission is a body that works to protect and advance human rights through research, education, targeted legal action and policy development.

5.10 Policy

A position approved and adopted by the Board that provides the framework for the development of a course of action.

5.11 Policy Guidelines

511.1 A set of recommended actions, approved and adopted by the Board, that will be taken in a given situation.

511.2 A framework for the development of operational policy procedures, if required.

5.12 Policy Lead

An individual identified with the relevant experience and expertise and or transferable skills to lead the development, review and/or revision of the policy process.

5.13 Policy Parameter

A prescribed condition that defines what must be done, how it must be done, and/or what must occur.

5.14 Policy Purpose

Clarifies the background or scope of the policy.

Provides a brief description of the policy's need and focus. It identifies the reason(s) why the policy was developed (e.g., the direction of the Board of Trustees, government directive/policy, legislative requirement, the decision of the Director's Council, etc.).

5.15 Policy Review Committee

An established Standing Committee of the Board of Trustees.

5.16 Policy Steering Committee

An established staff Standing Committee with representation from all departments to ensure cross-functional expertise and experience.

5.17 Procedure

5.17.1 A specific or prescribed course of action, emanating from Board policy, that is standard operational practice and must be taken by staff in a given situation.

5.17.2 A standard operational practice or set of practices developed by Staff, approved by the Director of Education, to support the implementation of a policy.

5.18 Review

A second or subsequent reading of a text or artifact of the policy.

5.19 Revision

The action or process of making changes through reviewing, editing and amending the policy.

5.20 Senior Team

For the purpose of all policies, Senior Team will include:

5.20.1 Director of Education;

5.20.2 Associate Director;

5.20.3 Supervisory Officers; and,

5.20.4 Corporate Senior Leaders.

5.21 Significant Revision

A revision to policy, guidelines and/or procedures that changes the intent, background, scope and/or course of recommended action(s) previously approved by the Board.

5.22 Simplified Review Process

Under the *simplified review process*, the policy may be exempted from a consultation requirement if no substantive changes to the policy are being proposed.

6. CROSS REFERENCES

[Accessibility for Ontarians with Disabilities Act](#) (AODA)
[Education Act](#)
[Human Rights Code](#)
[Occupational Health & Safety Act](#) (OHSA)
[Municipal Freedom of Information and Protection of Privacy Act](#) (MFIPPA)

YCDSB [Policy 109 Records and Information Management](#)
YCDSB [Policy 412 Progressive Discipline of Employees](#)
YCDSB Policy 429 Human Rights and Equity (NEW – TBD)

[YCDSB By-Law No. 1 Operational By-Law](#)

7. APPENDICES

- Appendix 1: Toolkit for Human Rights & Equity Analysis and Decision-Making (THREAD FOR POLICY)
- Appendix 2a: YCDSB Simplified Policy Review Process
YCDSB Policy Revision and Review Process
- Appendix 2b: YCDSB Policy Development Process
YCDSB Process following approval of final draft
- Appendix 3: Policy Template Form
- Appendix 4: Rationale for the Development, Review or Revision of a Policy
- Appendix 5: Policy Development, Review or Revision Checklist
- Appendix 6: Policy Consultation Form, <https://form.ycdsb.ca/view.php?id=182129>
(this is example of website consultation form)
- Appendix 7: Policy Consultation Stakeholder Groups/Individual
- Appendix 8: Report to Board Memo (Internal Use only)

Approval by Board	May 25, 2021
	<i>Date</i>
Effective Date	May 26, 2021
	<i>Date</i>
Revision Dates	May 25, 2021
	<i>Date</i>
Review Date	May 2025
	<i>Date</i>



Toolkit for Human Rights & Equity Analysis and Decision-Making (THREAD FOR POLICY)

Background:

The YCDSB is committed to addressing the principle of equity through inclusive programs, curriculum, services, and operations in accordance with the *Canadian Charter of Rights and Freedoms*, the *Ontario Human Rights Code*, the *Education Act*, and the *Occupational Health and Safety Act*.

It is the policy of the Board to create and maintain an environment where every student, employee, parent/guardian/caregiver, community member, and trustee has a right to freedom from discrimination or harassment based on race, ancestry, place of origin, colour, ethnic origin, citizenship, religion, creed, sex, sexual orientation, gender identity or expression, age, marital status, family status, or ability.

What is the Toolkit for Human Rights & Equity Analysis and Decision-Making?

This is a proactive Toolkit for diagnosing the impact and mitigating any potential risks of a given policy, procedure or guideline on marginalized and diverse individuals and groups. This Toolkit will be used in the development, review, and revision of all YCDSB Policies, procedures, and guidelines. In so doing, we will ensure accountability and transparency in embedding the principles of human rights, equity, and inclusion within all YCDSB policies, procedures and guidelines.

Purpose:

To identify one's own inherent biases using a set of reflective questions and processes that focuses on supporting an overall openness to diverse perspectives as referenced by the Ontario Human Rights Commission (OHRC).

This Toolkit will promote standardization of all decision-making documents across the organization, while fostering an inclusive organizational capacity. The consistent application of this Toolkit will assist in the cultivation and ongoing positive relationship-building with internal and external stakeholders.

Additional resources and tools (i.e., anti-bias training, empathy and mindfulness) may be used to effectively support this process.

Expected Outcomes:

To seek out and remove systemic and attitudinal barriers using a human rights and anti-oppression perspective.



The purpose of the **T**oolkit for **H**uman **R**ights & **E**quity **A**nalysis and **D**ecision-Making is to ensure that the principles of Human Rights, Equity and Inclusion are embedded within all YCDSB policies, procedures and guidelines. Click on the wording of each focal area for more information about this framework. Any questions should be directed of the [Office of HEDI](#).

Policy Information:

Policy Title:				
Policy Objective:				
Stakeholders Required:	External Stakeholders:		Internal Stakeholders:	
Identified Issues/Problems:				

1. Clarify the Policy/ Procedure and guideline Objective:

1.1	Identify the issue that is deriving the need to develop, revise and review a policy.
1.2	What research data is being used to support the issue being addressed.
1.3	What additional information/research should be considered to better inform the development, review and revision of this policy?
1.4a	Is there a gap in the policy/ procedure or guideline that is to be reviewed or revised in relation to the Principles of human rights, equity and inclusion?

1.4b	How will the gap be addressed through the development, review or revision of the policy?				
1.5	What data and resources have been created and shared with all stakeholders to ensure evidence-informed decision-making?				
	<table border="1"> <tr> <td>Data: Has it been shared with all stakeholders? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</td> <td></td> </tr> <tr> <td>Resources: Has it been shared with all stakeholders? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</td> <td></td> </tr> </table>	Data: Has it been shared with all stakeholders? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		Resources: Has it been shared with all stakeholders? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
Data: Has it been shared with all stakeholders? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO					
Resources: Has it been shared with all stakeholders? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO					
1.6a	What existing committees or working groups have been consulted to inform this policy review, development or revision.				
1.6b	What further outreach should we engage in to ensure interest group participation in this policy review, development or revision?				

2. Consultation with Internal/External Stakeholders:

2.1	Which groups and individuals have you reached out to regarding the policy / procedure or guideline research and decision-making processes?
2.2	<p>Describe what opportunities for community engagement have been provided during the development, review and revision of the policy?</p> <p>If NO community engagement, explain why this was not required.</p>
2.2a	Who should be engaged in this particular policy development, review and revision?
2.2b	Who has been engaged in this particular policy development, review and revision?
2.2c	How many participants are expected to be involved in the project?
2.2d	What criteria will be used in deciding on inclusion/exclusion of participants?
2.2e	How will participants be recruited?
2.2f	What method(s) of engagement will be used (i.e. Focus groups, forms/surveys etc.)?
2.2g	Are there any barriers to engagement? If YES, what measures will be taken to remove such barriers?

2.3	If this policy/ procedure or guideline is being created or reviewed because of an issue impacting a particular group of stakeholders, what steps have been taken for engagement or feedback from the impacted group?

3. Inclusive Language

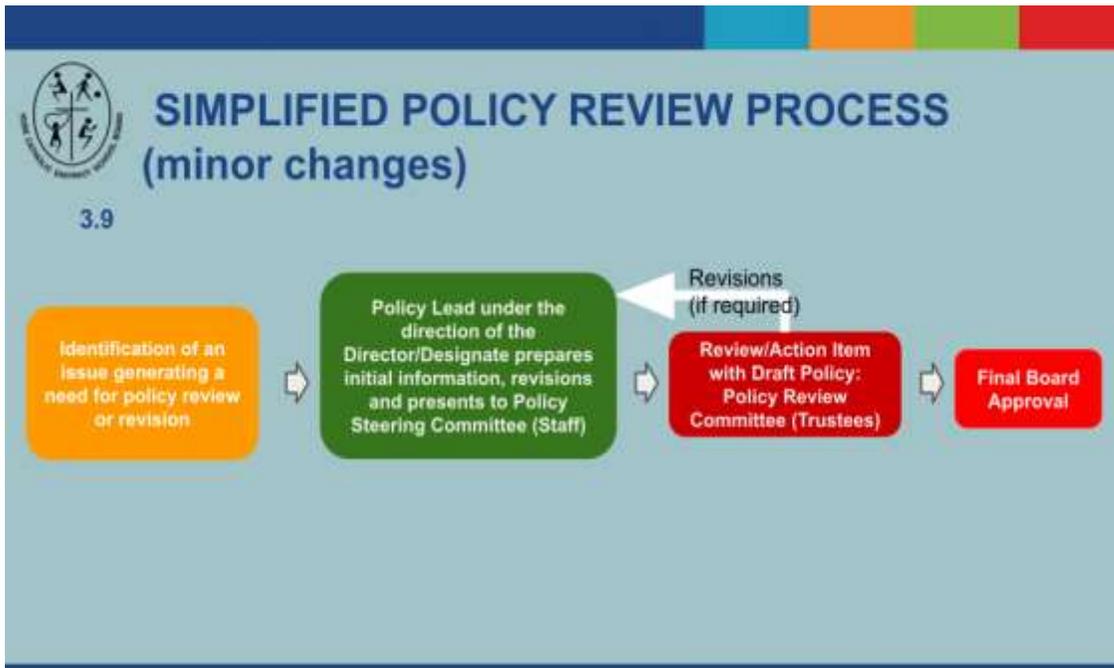
Language which would acknowledge diversity, convey respect for all people, is sensitive to differences, and promotes equitable opportunities.

3.1	Does the language used imply or convey negative views about identified groups, or contribute to the deletion/ignoring of experience?
3.2	Does the document reference all impacted stakeholders (e.g., students, staff, parents/ guardians/ caregivers, etc.)?
3.3	Does the language used imply or convey a gender bias ?
3.4	Does the content of the policy/procedure or guideline accommodate the visual, auditory, and linguistic needs or other social, physical, and mental needs of all stakeholders? What steps have been taken to ensure that the language used is clear and easy to understand, and will it be accessible for the intended audience of all stakeholders (e.g., legal words explained, jargon removed)?

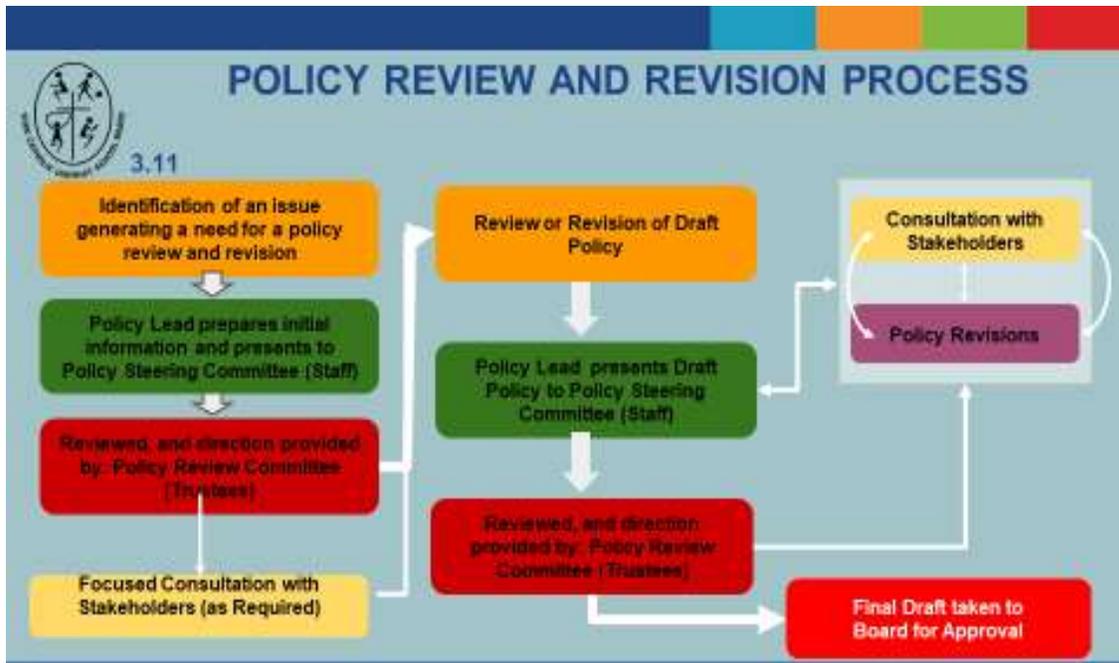
3.5	<p>The intent of inclusive language is to use words and terminology that makes everyone feel equal and valued. Is the language of this document currently inclusive?</p> <p><input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>If NO, how is this language going to be changed to ensure it is inclusive?</p>

YCDSB Simplified Policy Review Process

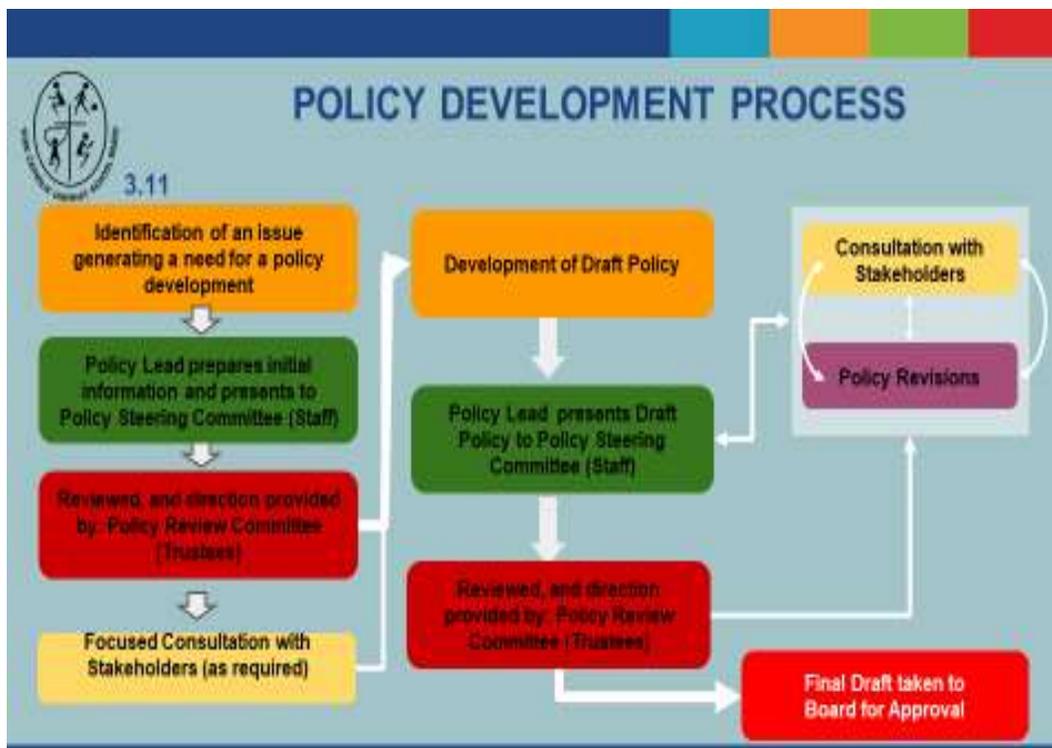
APPENDIX 2a
May 2021



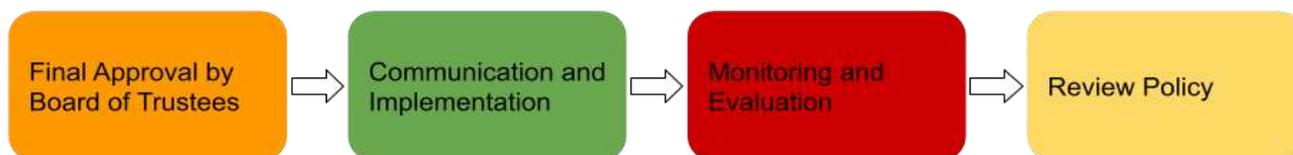
YCDSB Policy Revision and Review Process



YCDSB Policy Development Process



YCDSB Process Following Approval of Final Draft



POLICY TEMPLATE FORM

Board Policy

Policy Section	Policy Number
Former Policy #	Page
Original Approved Date	Subsequent Approval Dates

Title: [POLICY TITLE]

1. **PURPOSE:**
[Provide a brief description of the policy’s need and focus. Identify the reason(s) why this policy was developed (e.g., the direction of the Board of Trustees, government directive/policy, legislative requirement, the decision of Director’s Council, etc.) Provide sufficient details.]

2. **OBJECTIVE:**
[Outline what the policy is intended to accomplish.]

3. **PARAMETERS:**
Identify types of transactions, activities, or functions to which the policy applies.

This section should contain focused statements of the Board’s intent, governing principles, or desired results related to the subject and is expressed in simple, straightforward language. Parameters should be broad enough to allow flexibility in dealing with diverse situations at minimal expense while ensuring consistency across the system.

4. **RESPONSIBILITIES:**
[Identify position of staff {role in the board} responsible for content and implementation of the policy.]

5. **DEFINITIONS:**
Provide an explanation for keywords, phrases, abbreviations, and acronyms used in the policy.

6. **CROSS-REFERENCES:**
A policy that is referenced in the above policy.

7. CONCLUSION BANNER:

Approval by Board/Effective date/revision/review dates

8. APPENDICES:

[List supplementary documents, if included with the policy:]

- Appendix A: [title, same as on actual appendix], [brief explanation, if required]
- Appendix B: [title, same as on actual appendix], [brief explanation, if required]

9. REFERENCE DOCUMENTS

(List in alphabetical order all documents referenced in the body of the policy, including legislative acts and regulations, other Board policies and operational procedures)

Legislation

- *Education Act*, sections 23 (3) (5)
- *Ontario Regulation 213* [title]

Policies

- Board Policy Title (Pxx)

Procedures

- Board Operational Procedure Title (PRxx)

Other Documents

- Ministry of Education, Policy and Program Memoranda [titl

Formatting of Policy Guidelines:

1. FONT AND FONT SIZE:

- a. Font shall be Arial
- b. Font Size for headings shall be: 12pt
- c. Font Size for the body shall be: 11pt

2. NUMBERING SYSTEM:

- 6.1 Text**
- 6.1.1. Text
- (a) Text
- (i) Text
- (A) Text
- (I) Text

York Catholic District School Board

Rationale for the Development, Review or Revision of a Policy

NAME:

INDICATE ONE OF THE FOLLOWING:

STAFF

STAKEHOLDER

THE PURPOSE OF THE PROPOSED OR REVISED POLICY/PROCEDURE:

THE OBJECTIVE OF THE PROPOSED OR REVISED POLICY/PROCEDURE – INDICATE HOW THE PROPOSED OR REVISED POLICY WOULD SUPPORT THE BOARD’S MISSION, VISION AND ENHANCE STUDENT/STAFF ACHIEVEMENT AND WELL BEING:

INDICATE WHO WOULD BE DIRECTLY OR INDIRECTLY AFFECTED BY THE PROPOSED OR REVISED POLICY? HOW?

INDICATE WHO SHOULD BE INVOLVED IN DEVELOPING THE PROPOSED POLICY OR REVISING THE EXISTING POLICY.

WHAT WILL BE NEEDED FOR IMPLEMENTATION, EVALUATION, REVIEW PROCESSES?

WHO WILL ORGANIZE ONGOING MONITORING OF THE NEW POLICY AND HOW WILL IT BE EVALUATED?

WHAT ARE THE IMPLICATIONS ASSOCIATED WITH THE PROPOSED OR REVISED POLICY (i.e., Financial, Human Resources, Awareness, Other)?

WHAT ARE THE PROPOSED TIMELINES FOR IMPLEMENTATION?

ADDITIONAL COMMENTS:

SIGNATURE OF REQUESTOR:

DATE:

Please Note:

York Catholic District School Board Staff are to submit this completed Form to the Policy Steering Committee one week in advance of the next scheduled Committee meeting.

Stakeholders are to submit this completed Form along with the Delegation to Board Form as per the procedures outlined in Policy 106 *Delegations to the Board*.

York Catholic District School Board

POLICY DEVELOPMENT, REVIEW OR REVISION CHECKLIST

In assessing the need to develop or revise an existing policy, the following checklist is designed to assist individuals developing and reviewing the board's policies and procedures. This will not apply to every policy; the intention of the checklist is to provide considerations rather than requirements for the development and review of policies and procedures.

1. Policy- Initiation or Revision

- a) Is a policy required or is the issue better resolved through other means such as improved communication, an educational campaign, or a memorandum?
- b) Is this policy reiterating current law/ regulations/or legal responsibilities and is not required by law and/or legislation.
- c) Are the resources, knowledge and expertise available to develop a policy on this issue?
- d) Is there an existing policy with the same or a similar intent?
- e) Has the requisite approving authority been identified?
- f) Have policies from similar institutions been examined for comparison?
- g) Have plans been made on how the policy will be implemented and who is responsible for implementing? Have plans been made on how the policy will be communicated to the internal and external stakeholders?

2. Developing or revision of an existing Policy

- a) Is the purpose of the policy clearly established and in alignment with the board's Mission, Vision and Values.
- b) Is the objective of the policy clearly established in the document.
- c) Is the policy written in a manner that can be understood by a wide audience.
- d) Does the policy incorporate the application of a Toolkit for Human Rights & Equity Analysis and Decision-Making (THREAD).
- e) Have related Board policies and procedures and other governing documents (e.g., Strategic Plan) been reviewed to ensure the proposed/ revised existing policy aligns with existing documents?
- f) If there are policies that are inter-related, are appropriate references included to related policies and is it clear when each policy will apply?
- g) Does the policy accurately reflect current practice?
- h) Has applicable legislation been identified and reviewed to ensure that the draft policy is in accordance?
- i) Are key terms in the policy adequately defined?
- j) Is the use of terminology consistent in the draft policy and across related policies?
- k) Is it clear to whom and what the policy applies?
- l) Does the document employ gender neutral and inclusive language?
- m) Does the language used in the draft policy follow the board's Style Guide as defined in the Meta Policy and procedure.
- n) Have all procedures been separated from the policy?
- o) Have all references in the draft policy been verified to ensure accuracy and currency?
- p) Does the draft policy employ the standardized Board Policy Template

POLICY CONSULTATION FORM

The York Catholic District School Board (The board) welcomes your input/suggestion(s) to improve on this draft policy. Your input/suggestion(s) will be reviewed and may be incorporated into the final policy.

Thank you in advance.

Name/Group:

Contact Information: (Telephone, e-mail)

Policy Title: (Is its intent understood?)

Purpose of the Policy: (Is it clear and understandable?)

Objective: (Is it clear and understandable?)

Parameters: (Is it understandable?)

Responsibilities: (Are the responsibilities sufficiently inclusive to meet the expectations of the policy?)

Definitions: (Are the definitions provided sufficient both in number and detail?)

Cross References: (Are there other references that should be included?)

Guidelines: (Are they understandable? Implementable? Do they give appropriate direction?)

Appendices:

Procedures: (Are they understandable? Implementable? Do they give appropriate direction?)

Other Comments/Suggestions (Please attach if necessary.)

SIGNATURE:

DATE:

York Catholic District School Board

POLICY CONSULTATION STAKEHOLDER GROUPS/INDIVIDUALS

The Policy Review Committee, upon recommending a draft Policy be sent for consultation, will decide on appropriate consultation stakeholder groups/individuals from the list below.

Academic Supervisory Officer Team
All Union partners
All Association partners
Archdiocese, Local Bishop/Pastors
Catholic School Council
Corporate Supervisory Team
Curriculum Staff
Director of Education
Human Rights and Equity Advisor
Non-Unionized Staff
Others, approved by Director of Education
Other Public Agencies as required (i.e.: Children's Aid Society, York Regional Police, York Region Public Health)
Principal/Vice Principal Associations
Solicitor as required
Special Education Advisory Committee (SEAC)
Students, Elementary and/or Secondary as required
Student Trustees

York Catholic Parent Involvement Committee (YCPIC)
York Secondary Catholic Presidents Council (YSCPC)

REPORT TO BOARD MEMO
(For Internal Staff use only)

APPENDIX 8
Revised May 2021

York Catholic District School Board

REPORT

Report To: Policy Review Committee

From: Administration

Date:

Report:

Executive Summary

This report is intended to provide information to the Policy Review Committee related to the request for the development of a new policy/or the revisions to YCDSB Policy XXX.

Background Information

(Define the purpose and rationale for the request outlining how the system will benefit from the proposed policy or the revisions to the existing policy, who will be affected by the proposed policy/revisions and how the procedures for implementation will be put into effect).

Summary

(Summarize the objectives of the proposed policy/revisions and attach a copy of the proposed policy or revised draft policy as an Appendix to this report).

Prepared and Submitted by: (Staff requesting the revisions)
Submitted to: Policy Steering Committee / Policy Review Committee
Endorsed by: _____, Director of Education



York Catholic District School Board

Catholic Education Centre, 320 Bloomington Road West, Aurora, Ontario L4G 0M1
Tel: 905-713-1211, 416-221-5051, 1-800-363-2711, Voice Mail Box: 17133
Fax: 905-713-1272 • www.ycdsb.ca



January 22, 2024
Revised April 19, 2024

MOTION TO BRING UNITY TO YORK CATHOLIC DISTRICT SCHOOL BOARD

Whereas The York Catholic District School Board (YCDSB) has been fraught with disunity over the flying of flags;

Whereas Constituents from all walks of life have advocated for finding unity in the National Flag of Canada, the Flag of the Province of Ontario, the Municipal Flag, the Vatican (Papal) Flag, School Flag or **flags aligned with church teachings and our Catholic Faith.**

LET IT BE RESOLVED:

THAT In order to bring Unity and Peace to The York Catholic District School Board, *Policy 712 Flag Display* on Board Premises, be amended as follows:

(1) SECTION A 3. PARAMETERS:

- a. **Replace item 6. Under PARAMETER 3.8, with the following: *Flags aligned with Church Teachings and our Catholic Faith***
- b. Add sub-section 3.8.1 to read: "Only flags listed under PARAMETER 3.8 shall be flown or displayed on or within the premises of the York Catholic District School Board".

(2) SECTION B: GUIDELINES

- a. Amend GUIDELINE 2 as follows: "Flags listed in PARAMETER 3.8 of SECTION A 3, PARAMETERS, may also be displayed inside the school either horizontally or vertically. No other flags shall be displayed within school premises".

Respectfully submitted,

Frank Alexander
Trustee
Markham: Area 2: Wards 4, 5, 7, 8

Reference No. 2024:15:0122:FA

Frank S.D. Alexander, Trustee – Markham Area 2: Wards 4,5,7 & 8 (Milliken/Markham/Unionville)
frank.alexander@ycdsb.ca • Home: 905-479-8285

OCTOBER 2024

TRUSTEE SERVICES



Month of the Holy Rosary

Monthly Virtue: Compassion

November 2024

- Nov 1—All Saints Day
- Nov 2—All Souls Day
- Nov 5—Director’s Council
- Nov 6—Take Our Kids to Work Day
- Nov 11—Remembrance Day
- Nov 11—SEAC 7pm
- Nov 12—Audit (Private) 6:30 pm
- Nov 12—Audit (Public) 7pm
- Nov 12—Special Board 8pm
- Nov 15—PA Day—E/S
- Nov 18—Inaugural Mass 6:00 pm
- Nov 18—Inaugural Board Meeting 7:00 pm
- Nov 19—Executive 3pm (Public)
- Nov 19—Executive 4pm (Private)
- Nov 22—S.A.L.—8:45 am
- Nov 25—YCPIC 6:30 pm
- Nov 26—Committee of the Whole 6:30 pm
- Nov 26—Regular Board 7:30 pm

December 2024

- Dec 2—Policy Review 6:30 pm
- Dec 4—Directors Council (Mass 9am)
- Dec 9—Student Success /Pathways 6:30pm
- Dec 10—Executive 3pm (Public)
- Dec 10—Executive 4pm (Private)
- Dec 10—Corporate Services Public 6:30pm
- Dec 10—Corporate Services Private 8pm
- Dec 11—HRC 5pm
- Dec 16—SEAC 7pm
- Dec 17—Committee of the Whole 6:30 pm
- Dec 17—Regular Board 7:30 pm
- Dec 23 to Jan 3 —Christmas Holidays

SUN.	MON.	TUES.	WED.	THURS.	FRI.	SAT.
		1	2 Directors Council 5:30 pm YCDSB Board Retirement	3	4	5
6	7	8 6:30pm Policy Review	9 11am YCDSB Archives Cmte	10	11	12
13	14 	15 6:30pm Corp—Public 8pm Corp—Private	16 4pm Joint Board 5pm HRC	17	18 Blessed Chiara Badano CES & St. Katherine Drexel CHS—Official School Opening	19
20	21 PA Day—E/S 7 pm SEAC	22 3pm Executive (Public) 4pm Executive (Private)	23	24 When Faith Meets Pedagogy	25	26
27	28 6:30pm Student Success & Pathways	29 6:30pm CTW 7:30pm Regular Board	30	31 		

DATE / MEETING	NOTICES OF MOTION
2024:04:0916:MI	NOTICE OF MOTION: Obligations Relating to Public Funds Spending or Obligation to Protect Public Funds (M. Iafrate)
	<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"> - Background on the TRIP program including its implementation date and the process used before its implementation; - 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; - 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; - 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; - 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. <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
2024:15:0122:FA	NOTICE OF MOTION: Motion to Bring Unity to YCDSB (F. Alexander)
	THAT in order to bring Unity and Peace to the YCDSB, Policy 612 Flag Display on Board Premises, be amended as follows:
NOTICE OF MOTION	January 22, 2024 - Executive
INFORMATION	
DISCUSSION	
ACTION	<p>1/30/2024 - Motion was referred to the Policy Review Committee (PRC) Meeting of February 7, 2024</p> <p>Motion was referred to Legal</p> <p>Addressed at June 4, 2024 PRC Meeting - Trustee Alexander asked to defer his Motion to the October 8, 2024 PRC meeting.</p>
2024:22:0821:EC	NOTICE OF MOTION: Trustee Expenditures (E. Crowe)
	THAT RIAT be directed to audit all Trustee expenditures submitted during this Trustee term, i.e. since November 15th, 2022, and a detailed report identifying all exceptions and anomalies as well as recommendations for any additional controls and policy changes be brought to a Public Audit Committee meeting as soon as possible so as to ensure public confidence and accountability.
NOTICE OF MOTION	August 21, 2024
INFORMATION	August 27, 2024
DISCUSSION	September 24, 2024
ACTION	