

WEEKLY MEMORANDUM

TO: Trustees
Student Trustees

FROM: Camille Williams-Taylor, Director of Education and Secretary of the Board
Michèle Giroux, Executive Officer, Corporate Services

DATE: 7 May 2020

RE: **Weekly Memorandum to Trustees #5 (May 4-May 8)**

Update on Emergency Operations

- **Food Security** - As of 1 May 2020, 5,222 students received breakfast replacement kits consisting of 18 meals per kit. As of 4 May, each kit will contain 24 meals per kit and be distributed through 45 community agency sites inclusive of all of the 15 City of Ottawa emergency and non-emergency shelters and Minwaashin Lodge.

The Ontario Network for Education (ONFE) is working on an alternative model through mail-outs of grocery e-cards to reach families who continue to have barriers to receiving kits and a specific approach to support the Blackburn Hamlet area, where the Eastern Ottawa Resource Centre has generously taken the lead in distribution. ONFE is exploring an extension of the kit distribution into the months of July and August.

- **Community Recognition Awards** - The Community Member Recognition Awards Selection Committee met on 5 May 2020. The Committee received nominations and made decisions in all categories but two - the Community Award and the Excellence in Equity Community Award categories. The Committee decided to reopen nominations in those two categories and will send an invitation to community partners including advisory committee members to submit nominations by Wednesday, 20 May. Trustees are also able to submit nominations. While there will not be a volunteer appreciation reception and community recognition awards ceremony this year, a congratulatory letter and

floral arrangement will be delivered to each award recipient. Communications staff are investigating alternative methods to publicly recognize the valuable contributions of these community-minded individuals.

- **Summer shutdown and summer hours** - The District has a two-week shutdown period every summer. This common vacation period encourages employees to take vacation and reduces costs related to vacation payouts. The shutdown also allows for maintenance and upgrading of critical systems, particularly in the Business and Learning Technology and Facilities departments. The summer shutdown will proceed this year on the last week in July and the first week in August. The decision with respect to summer hours has been delayed until more information about the return to workplaces in Ontario is known.
- **Special Board Meeting Tuesday, May 12th** - A Special Board in camera meeting will be held to discuss the impact of the Ontario Secondary School Teachers' Federation (OSSTF) central agreement on academic staffing. The details of the central agreement are confidential until ratified and therefore the meeting will be held in camera. The meeting has been scheduled for Tuesday, May 12th.
- **Special Education Advisory Committee (SEAC), May 13th** - There will be a SEAC meeting on 13 May 2020 SEAC via Zoom. The meeting agenda will include several updates from Learning Support Services (LSS) on supports for Special Education students during COVID-19, distribution of SEA equipment, and Mental Health supports. There will also be a roundtable discussion for members to share ideas and input on the planning for a return to school. The meeting will be recorded in Zoom and posted to the website the following day.
- **Celebrating Grade 12 Graduates** - Grade 12 Commencement ceremonies will be deferred until the fall. Grade 12 students will be invited to share ideas about ways to celebrate the end of the year while respecting social distancing.
- **Virtual School Visits** - The Director held her first virtual school visit with Churchill Alternative School principal and staff on 4 May 2020. Two more virtual school visits are planned for this week. During these meetings, the staff has an opportunity to share their learning, vision and concerns.
- **#ThankyoufromOCDSB** - Over 200 entries have already been received in response to our appreciation campaign for frontline workers. You can use the following link to see the many submissions ocdsb.ca/ThankYouFromOCDSB and the link has been added to our COVID-19 page. We have partnerships with the Queensway Carleton Hospital and Bruyere, who plan to share these with their staff and residents.

We will be promoting these on social media and will tag the tweets with the appropriate frontline organizations. Trustees are welcome to support this initiative on social media.

cc Senior Staff
 Manager, Board Services
 Corporate Records