



CATHOLIC SCHOOL
CHAPLAINS OF ONTARIO

**Minutes
Executive Meeting
Virtual
January 24, 2022
10:00(EST)-2:30**

In Attendance - Dean Woodbeck, Jeff Gendron, Krista Wood, Anita Bedore, Bishop Vincent Nguyen, Nicholas Ali, Jolene Smith, Lorenzo Campanelli, Joe Rogers, Stephanie Jarrett

Opening Prayer - Jeff

Approval of Minutes - , motion to approve (Krista) Seconded (Jeff): approved

Approval of Agenda - , motion to approve (Dean) Seconded (Krista): approved

Greetings from ACBO - Bishop Nguyen

- Synod process is being rolled out across Dioceses. Members are encouraged to engage in local process. Question was raised as to whether the Bishops were open to listening sessions in schools. Advice was to contact local Bishop for guidance.
- ACBO Plenary will happen in March.
 - **Action Item:** Dean will submit report by mid February.

Group Norms - accepted

Strategic Plan

- follow up to discussion from last meeting:
 - Dean has reached out to Anne Jamison for information on the update process for the ACBO Pastoral Letter on School Chaplaincy. No response yet. Krista will assist Dean with process.
 - *Professional Development heading notes 1: CPCO has agreed to sponsor CSCO professional development, however funding must be requested annually. CPCO changes its president yearly, so it is important to maintain consistent contact.
 - *Professional Development heading notes 2: Suggestion that two CSCO Professional Development Bursaries be offered annually in the amount of \$500 per bursary (\$1000 total). Application form needs to be developed and must include enough information to justify bursary (though receipts will not be required)
 - **Action Item:** Dean and Steph will meet before next Executive Meeting to complete recommended edits and will report back at next Executive Meeting.

Correspondence - From Divine Renovation, notice of an upcoming free online event “What is God Saying to the Church?” with presenters Fr. James Mallon, Bishop Robert Barron and Revd. Nicky Gumble, Tuesday, March 1, 2022, at noon Central (2 PM Atlantic, 6 PM London).

Action Items - updated



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Conferences

2022 - Joe Rogers:

- Kaya Oakes confirmed
- Planning committee zooming with her next week
- No cost to cscs members
- \$2000 CAD speaking fee
- E book costs \$17.38 CA, looking into how e book can be purchased, perhaps cscs would discount the price for members
 - Action Item: Joe will ask the planning committee to request a letter of good standing for Kaya. CSCO will keep on file .

- Planned Schedule for Virtual Conference:
Thursday April 21
Starting at 9:30 Welcome/Prayer
Community building

11:05 Kaya talk #1

11:50 small groups

Lunch

1:10 Kaya talk #2

2:00 Q&A

2:25 conclude

2023

- Eastern Ontario is considering hosting 2023.
 - Action Item- Nic will share Conference Planning Guide with team.

CCC Committees

Faith in Education -Krista: no report.

WFMP - Dean/Stephanie:

- LCDSB rep had concerns that the workshop submitted on behalf of CSCO was not submitted for approval through their board. It was decided to recommend any member who is presenting on behalf of CSCO



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should advise their supervisor (Principal), and to request that the CSCO logo be included in the presentation. Recommended to update application process to include more detail and to allow for a review of presentation before it is submitted to CCC.

CSCO Sub-committees:

Ethical Guidelines- (Dean/Krista)

- Committee has met since last executive meeting. Discussion (including new member) identified that the misunderstanding around the document began with its inclusion under the Presidents Report, making it seem that the Code of Conduct was being removed. Committee members all agreed that this was not the intention. Question arose from the meeting as to whether a separate set of Ethical Guidelines was required as they are all contained in the Mission, Vision, and Values. Committee recommends to retire the 2009 Code of Conduct document. Suggestion to create resources around ethics based on the Mission, Vision and Values.
 - **Action Item:** Sub-committee will report to Membership at 2022 AGM and will present 1) a motion to retire 2009 Code of Conduct Document; and 2) a motion to create resources to assist members in reflecting on ethical practices in Chaplaincy, based on CSCO Mission, Vision and Values.

Conference Planning Guide-(Steph/Anita/Jolene)

- Steph and Jolene met virtually to review progress made thus far and to work through remaining edits.
 - **Action Item:**Steph will complete remaining edits and send to the committee to review. Will report back at next Executive meeting.

CSCO Retirees -(Lorenzo) no report

Performance Appraisal Document-(Krista)

Secretary's Report (Steph)

- Reviewed previous minutes to confirm recommendation on Professional Development Bursary. It appears that the proposal to change to the PD Bursary was never brought to the General Membership. Steph recommends it be added as a standing item on our agenda (under subcommittees or change to Conferences and PD)

Treasurer's Report - Anita:

- Unaudited Balance as of December 31, 2021: \$ 28,094.18
- Account signatures have been updated. Finances are currently quite healthy. Anita suggests purchase of "swag" item for membership once we are able to gather in person again to distribute.
 - **Action Item:** Anita will send Dean cheques for signature.

Communication Coordinator's Report - Krista:



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- Decision to purchase email through current website host (info@cSCO.ca)
 - **Action Item:** Krista will purchase email address through our website host and explore ability to recover emails.

Membership and Marketing Coordinator's Report - Jeff:

- Current Membership Statistics:
 - Membership forms collected (virtually or paper copy) - 122
 - Membership dues PAID - 112
- **Action item:** Jeff will digitize the media release form.

Members at Large Reports- Nic will lead "Virtual Escape Room Professional Development on February 10.

Vice President's Report- Lorenzo:

- Two retirements to acknowledge so far this year (Teresa M. and Mary D.).
- Christmas newsletter was issued on December 17
- Lent/Easter Newsletter will be issued March 22
- Brian Halferty Award and Executive Nomination Forms will be sent out to membership during the week of February 5. March 23, 2022 is deadline for nominations.

President's Report

Partnerships:

ACBO - see Greetings from Bishop Nguyen above.

CCC - invoice was received and cheque has been issued in payment.

ICE - Dean has received an invitation from Anne Jamison to sit on the Symposium Planning Committee. Focus will be on Adult Faith Formation.

OCSTA - Dean received an email from Sr. Pat Carter on retreat materials for Catholic Education Week.

- **Action Item:** Dean will respond to email asking for access to retreat materials to be shared with membership.

CPCO - Dean has reached out to request access to articles, awaiting publication of the third article in the series.

DPCC - no report

Rick Hansen Foundation - pre-covid, we were planning to partner together for a writing proposal for CCC.

Upcoming Dates:



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Professional Development Dates:

- Virtual Escape Room- Facilitated by Nicholas Ali, February 10, 2022 at 12:30pm

Future Meeting dates for 2021-2022/ Prayer Schedule

- Wednesday February 10, 2022, 10:00am EDT - 2:00pm EDT (Virtual)- **Prayer: Nic**
- Tuesday, April 19, 2022, TENTATIVE - **Prayer: Joe**
- Wednesday April 20, 2022, AGM: 9:30:am
- Thursday, April 21, 2022, 2022 Conference 9:30-2:30.
- Monday June 6, 2022 - Tuesday June 7, 2022 (TBA) - **Prayer(2): 1) Lorenzo, 2) Krista**