



CATHOLIC SCHOOL
CHAPLAINS OF ONTARIO

Notes
CSCO Executive Transition Meeting
Virtual
June 6, 2022: 10:00(EST)-2:30
June 7, 2022: 10:00(EST)-2:30

June 06, 2022

In attendance: Lorenzo Campanelli, Krista Oliveri, Stephanie Jarrett, Anita Bedore, Kathleen Thompson, Margaret Palmer, Adriana Rerecich, Bishop Nguyen

Late: Joe Rogers

Regrets: Jeff Gendron

Prayer - Lorenzo

Ice Breaker Activity - Dean

Large Group Discussion

- Updates: Anita will be retiring on February 28, 2023. She is willing to stay on in the role of Treasurer until the CSCO Transition in June 2023.
- What are your hopes for the CSCO Executive and your hopes for CSCO?
 - Dean hopes we continue to move towards building relationships with our current Catholic Education Partners (CCC, ICE, CPCO, DPCC) and to continue to build new relationships (OCSTA, OECTA)
 - Lorenzo is looking forward to getting back to in person meetings.
 - Anita is also looking forward to meeting in person and balancing the financial implications of those in person meetings by prioritizing meeting in person at the conference.
 - Steph hopes that we will continue to work on engagement throughout the year with the membership.
 - Margaret hopes to advance the profession of Chaplaincy. She notes that Lay leadership is still very new in our church. She hopes to continue to advance that focus and to finish the work on the code of conduct/ethical guidelines.
 - Kathleen hopes to maintain a good balance of virtual and in person meetings. She is looking forward to continuing the work of the communications coordinator. Hopes to include members social media info in registration package and continuing the work of digitizing the CSCO archives.
 - Krista hopes we continue to build a strong and positive reputation for CSCO.
 - Nick hopes for CSCO to continue to represent the membership well. Personally he hops to help in organizing the first post-Covid in person CSCO Conference in 2023



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- Adriana hopes that we can continue to nurture our partnerships. She is grateful for how far we have come. Agrees with the need to balance the desire to meet in person with fiscal responsibility. Looking forward to forging friendships and to laughing while we do the work.

12:30pm

Lunch - please have something ready to eat so we can break bread together.

1:15pm - 2:30pm

Transitioning Activities:

- All executive members in two year term positions are asked to forward Anita their first name, middle name, last name, and full home address (for CSCO Banking documentation)
- All executive members are asked to change the recovery email address on their CSCO Google account to info@cSCO.ca

June 7, 2022: 10:00(EST)-2:30

In Attendance: Dean Woodbeck, Lorenzo Campanelli, Nic Ali, Krista Oliveri, Stephanie Jarrett, Anita Bedore, Kathleen Thompson, Adriana Rerecich, Bishop Nguyen.

Regrets: Jeff Gendron, Joe Rogers, Margaret Palmer.

Prayer: Krista Oliveri

***Land Acknowledgement -**

- The executive decided that going forward we will begin all meetings with a Land Acknowledgement. Different executive members will be assigned to offer the Land Acknowledgement each virtual meeting, using their local acknowledgement. When we meet in person the land acknowledgment for the territory that we meet on will be used.
 - **Action Item:** Steph will add the heading “Land Acknowledgment” to our agenda template and include in the sign up reminders under “Upcoming Meeting Dates”

Approval of Minutes - approved with correction

- Error in the Header (reads “Agenda” rather than “Minutes”) Steph will correct.

Approval of Agenda - approved



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Group Norms

- suggestion made that every Executive Meeting include a IPR session - a place to respectfully and reverently check in with each other. Executive ask that it be formalized (included in the Agenda for each meeting- after the Land Acknowledgement and before the Prayer).
 - **Action Item** - Steph will add the heading “Check-in” to our Agenda Template

Strategic Plan

- The Strategic Plan was extended to 2023 at the AGM allowing time to work on outstanding items and to discern a process for the next Strategic Plan.
 - **Action Item** - All Executive members are asked to review the Strategic Plan ahead of our August 2022 meeting and to be ready to suggest items to work on during the 2022/2023 School Year.

Correspondence

- Dean received an email from Fr. Greg Kennedy SJ who has written a book “Prayers You Never Heard Of”. He was asking CSCO to make a pledge of how many books we think might be purchased by Chaplain’s in Ontario. Members of the Executive were uncomfortable pledging that chaplains would purchase a certain amount of any book (particularly without having seen the book).
 - **Action Item:** Dean will email back to ask for more information.
- Krista received an email via our website from Lillian Conti (May 12, 2022) referencing having been invited to present at one of our conferences that was canceled (we believe Dufferin Peel 2020) and expressing interest in presenting at a future conference. Krista has passed this information onto the 2023 Conference Team.

10 minute comfort break

Action Items - updated

Conferences

- 2022 - Ottawa - Joe Rogers



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- will report in August

- 2023 -CDSBEO - Nic Ali
 - suggestion made to ask Joe Rogers to serve as liaison for the 2023 Conference given his proximity and experience.
 - **Action Item:** Dean will reach out to Joe to see if he is open to accepting the role of CSCO Liaison to the 2023 Conference Planning Team.

CCC Committees

- Faith in Education - Krista Wood
 - will discuss new representatives in August

- WFMP - Stephanie Jarrett / Dean Woodbeck
 - CSCO workshop - Adriana will present a workshop on behalf of CSCO at WFMP 2023 entitled “Faith and Culture: Presence and Encounter”. The following draft description was submitted to the WFMP Workshop Committee: “This workshop grounds our Equity and Inclusion work firmly in our Catholic T/tradition, theology and spirituality. This workshop incorporates the process of theological reflection which leads us to a deeper understanding of who we are, whose we are, and the work we are called to do.”
 - Adriana explained the workshop to the Executive saying that with all of the equity and inclusion curriculum coming from the Ministry of Education there was a “lacuna” needing to ground it in our faith.

CSCO Sub-committees

- Ethical Guidelines
 - As per motion from AGM, sources need to be cited for Code of Conduct, and the Executive is asked to research the purpose of Ethical Guidelines without governance. Executive will then reach out to membership to communicate the findings on Ethical Guidelines without governance and to ascertain their hopes and wishes for an ethical guidelines document. All feedback will be brought to the membership at the 2023 AGM.



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- **Action Item:** Dean will ask Margaret to work on citation of sources to bring to August meeting.
- **Action Item:** Margaret will reach out to HR at her board for a suggestion on Ethical Guidelines without governance.
- **Action Item:** Dean will include an update on these items in the opening letter of the school year as well as share the invitation for feedback in the President's opening letter.

- Conference Planning Guide
 - Invitation will go out in President's letter inviting members to join various subcommittees (including Conference Planning Guide). Plan for meeting in September/October.

- CSCO Retirees
 - Vice President is the liaison with the Retirees group. This years retirees will be honoured in the upcoming newsletter.

- Performance Appraisal Document
 - Krista has digitized the current document and it is in the Communication Coordinators file. The current version is based on the 2009 ACBO Pastoral Letter on Chaplaincy, and Krista believes that it was shared with HR departments at the time that it was issued.
 - It was suggested that there be a clarification the CSCO is not suggesting that school boards must do performance appraisals, but that if they do occur that this version is appropriate for the unique role of Chaplaincy Leaders.
 - Adriana is interested in participating on this committee and Krista is interested in continuing as a member of the committee.
 - **Action Item:** Include invitation to all CSCO sub committees in the President's Letter in September

Secretary's Report

- AGM Minutes
 - Steph is still transcribing the minutes from the 2022 AGM. It will be shared with the Executive once complete.
- Letterhead Update
 - Letterhead has been updated and a template placed in the 2022-2023 Shared Executive Drive



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- Forms to update
 - **Action Item:** Steph will work with Jeff to update Membership form to be distributed in September

Treasurer's Report

- Account
 - Audited balance (April 30, 2022): 22,502.70
 - Unaudited Balance (May 31, 2022): 22,014.01
 - 2022 Conference costs: \$5580.76
- Seed Money
 - Seed money has been sent to the CDSBEO team for 2023 Conference.
 - **Action Item:** Anita will contact Don Hall to determine which organization will receive the 2022 Brian Halferty Award Donation.

Communication Coordinator's Report - Krista Oliveri

- Regained access to csko.president@gmail.com account
- Created csko.member@gmail.com for Margaret
- Episode 2: I Am A Chaplain - Clips have been edited and put together. Kathleen will edit it to include a clip with Bishop Nguyen (hasn't been recorded yet)
- Website Update - updated the contact info for incoming executive
- 2023 Conference Save the Date - still waiting on info from the planning team. Should be sent out to membership prior to the end of year. Include date for AGM.
- Retiree Recognition -have done videos with VP for past 2 years and shared on socials. This has been well received, and I recommend continuing with this practice.
 - **Action Item:** Kathleen will post Executive Meeting Minutes to the CSCO website (members zone)
 - **Action Item:** Steph will create pdfs of minutes for this year and send to Kathleen
 - **Action Item:** Steph will send Kathleen the contact info for Bishop Nguyen and Jennifer Kaiser (Bishop's Secretary)
 - **Action Item:** Kathleen will issue a save the date for Conference 2023 to be sent out the last week of June. Nic will forward the pertinent information to Kathleen by June 24, 2022.

Membership and Marketing Coordinator's Report

- Will report in August



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Members at Large Reports

- Nic Ali:
 - Items addressed in the 2023 Conference discussion
 - Will lead Professional Development on Virtual Escape Rooms November 3 or 4, 2022 (12:30-2:30EST)
- Joe Rogers:
 - Goal for first term was to learn the operations of CSCO Executive and participate in the various initiatives as well as learn the role of member at large.
 - Ran Fall workshop with Cathy Cavanagh for members on ministering to students in the 2SLGBTQ+ community.
 - Served on the planning committee for the 2022 Conference with OCSB

Vice President's Report - Lorenzo Campenelli

- Successful Conference and AGM. Thank you Ottawa and Executive. Congratulations to the 2022-23 Executive!
- Don Hall was awarded the 2022 BHA with an in-person informal ceremony.
- Five official retirements: Teresa McFadden, Mary Defayette, Anne H., Maureen Dufour and Jo-Anne Staciak. (Card and Indigo gift card will be sent to each member).
- The Easter Newsletter was issued Holy Thursday. The Year-end Newsletter will be forwarded to all members June 29.
- Most recent Mass Offering card to Nuri R. (health).
- Coming soon: 'Happy Summer Holidays!' (praying for a chaplain).

President's Report

- Partnerships: Dean will continue to maintain relationships including attending meetings/conferences with our partners
 - ACBO
 - CCC - **Action Item:** Dean will attend WFMP as CSCO representative.



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- ICE - **Action Item:** Dean will continue to sit on the planning committee for the ICE Symposium
- OCSTA - **Action Item:** Dean will write to request funding for our 2023 Conference
- CPCO - **Action Item:** Dean will write to request funding for our 2023 Conference

- End of year letter
- **Action Item:** Dean will send out year end newsletter (via Kathleen) on June 21, 2022

New Business - no new business

Upcoming Dates:

- Meeting dates for 2022-2023
 - Monday August 29, 2022 (Virtual) 10:00-2:30EST Land
Acknowledgement: _____ Prayer: _____
 - Tuesday, December 6, 2022 (Virtual) 10:00- 1:00EST)followed by Advent Faith Formation 1:00-2:30EST). Land
Acknowledgement: _____ Prayer: _____
 - Wednesday, February 15, 2023 (Virtual) 10:00-2:30EST Land
Acknowledgement: _____ Prayer: _____
 - Tuesday April 11, 2023 (In person-Gananoque) 1:00-5:00EST. Land
Acknowledgement: _____ Prayer: _____

Adjournment



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