



## BOARD ADMINISTRATIVE PROCEDURE

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### 217 – Legacy Projects and Parish/Diocesan Partnerships

DIRECTIONAL POLICY

### Nurturing and Protecting Catholic Education

**Title of Administrative Procedure:**

Legacy Projects and Parish/Diocesan Partnerships

**Date Approved:**

June 2024

**Projected Review Date:**

June 2029

**Directional Policy Alignment:**

The Administrative Procedure of Legacy Projects and Parish/Diocesan Partnerships falls under the Board’s Directional Policy of “Nurturing and Protecting Catholic Education.” Living Our Catholic Values, Strengthening Public Confidence and Providing Stewardship of Resources are all part of this alignment.

**Alignment with Multi-Year Strategic Plan:**

The CDSBEO (Catholic District School Board of Eastern Ontario) is a Catholic educational institution comprised of students, families, staff, parishes, and community members whose voices are consulted, celebrated, and encompassed through our Strategic Plan. Under the Believing Tenet, the CDSBEO commits to build on diocesan and parish partnerships, including legacy projects, by weaving our spiritual theme throughout daily interactions and foster an environment where an awareness of cultural, economic, and spiritual differences is embraced and an understanding of differences is celebrated, knowing that we are all children of God, created in God’s image.

[CDSBEO Strategic Plan 2020-2025](#)

**Purpose:**

The purpose of this procedure and its regulations is to provide direction, and a framework to support the implementation of legacy projects with diocesan/parish partners that are compatible with the Catholic District School Board of Eastern Ontario's mandate and Multi-Year Strategic Plan, respect its values, and in no way hinder the Board's ability to achieve its goals and objectives.

The Catholic District School Board of Eastern Ontario is committed to equity of opportunity and outcomes for its diverse population of students by creating the best optimal environments for learning. Community/parish/diocesan legacy projects can strengthen relationships, promote equity and inclusion, and enhance the understanding of Catholic heritage in the local communities. The Board will, in accordance with this procedure, endeavor to support diocesan/parish and school board legacy projects that represent a historical connection among schools, families and parishes that are of benefit to the Board, its students and the wider community.

**Scope:**

This procedure applies to all existing facilities, schools, and properties of the Board, as well as to new construction projects such as new schools and additions.

Community/parish/diocesan legacy projects established through the implementation of this procedure may impact operating costs for the Board. The Board is not expected to absorb additional costs to support legacy project partnerships. The Board reserves the right to recover any costs associated with operation, maintenance, administration, renovation, and capital improvements arising from the parish/diocesan legacy projects or partnerships.

**Action Required****I. LEGACY PROJECT GUIDELINES**

This guideline ensures that all Board staff, students, parents, and other members of the school community are aware of the Board's procedures for parish/diocesan and school board shared legacy projects and the responsibilities of each of the parties to the approval process.

**II. STEPS IN LEGACY PROJECT IMPLEMENTATION**

- The local Principal, upon receiving a proposal for a legacy cooperative project with a parish or diocese, or if proposing one, will contact the Family of Schools Superintendent with the rationale, cost, and timeline of the proposal.
- If the proposal is deemed to have merit, the Family of Schools Superintendent will share the details with the Board Faith Animator.
- The Faith Animator will discuss the proposed legacy project with the local bishop ensuring that it adheres to diocesan and board regulations and expectations, and

that the bishop agrees in principle with the merits of the proposal.

- The Superintendent of Religion and Family Life will bring forward the details of the legacy project proposal, including its costs and potential benefits, to the Executive Council for consideration.

Financial Impact:

- Community/parish/diocesan legacy projects established through the implementation of this procedure may impact operating costs for the Board. The Board is not expected to absorb additional costs to support legacy project partnerships. The Board reserves the right to recover any costs associated with operation, maintenance, administration, renovation, and capital improvements arising from the parish/diocesan legacy projects or partnerships. If approved, the Religion and Family Life team would coordinate or monitor the implementation of the cooperative project, with the assistance of local Principal and parish/diocesan representatives.

### **III. LEGACY PROJECT SELECTION AND PROPOSALS**

The Board shall have full discretion when evaluating legacy project proposals and in assessing their compatibility and suitability for a diocesan/parish partnership with the Board. Evaluation of submissions shall be based on how well the proposal satisfies the selection criteria below.

Successful legacy projects will:

1. clearly represent the values of the CDSBEO.
2. promote the expressions and symbols of the Catholic tradition.
3. possess significant historical or cultural value to the local community.
4. be carried out in such a way that the regular school schedule is unaffected.
5. support the student achievement strategy of the CDSBEO.
6. be based on cost-sharing that adheres to board procedure regarding the use of public funds.

#### **Responsibilities**

**The Board of Trustees is responsible for:**

- Reviewing the *Legacy Projects and Parish/Diocesan Partnerships Administrative Procedure* as part of its regular policy and procedures review cycle.

**The Director of Education is responsible for:**

- Ensuring the implementation of, and compliance with, this Administrative Procedure.

**Superintendent of Religion and Family Life is responsible for:**

- Presenting the proposed legacy project to the Executive Council for consideration and bringing it to the Board of Trustees for endorsement.

**Superintendent of Schools are responsible for:**

- Reviewing and revising this administrative procedure, as necessary.
- Reviewing all submitted requests for their family of schools and collaborating with school principals.

**Faith Animator is responsible for:**

- Discussing the rationale, scope, and expectations of the legacy project with the local Bishop ensuring that it adheres to diocesan regulations and has the Bishop's approval.

**Principals and Vice-Principals are responsible for:**

- Adhering to the processes in this Administrative Procedure.

**Definitions****Equity**

A condition or state of fair, inclusive, and respectful treatment of all people. Equity does not mean treating people the same without regard for individual differences.

**Facility**

Any site owned and operated by the Board where a school and/or administrative building are situated.

**Legacy Project**

A parish/diocesan cooperative project with the Board intended to enhance the understanding of Catholic heritage in the local community.