



January 12, 2018

Catholic Education Centre, Terrace Bay, ON

BOARD MEETING MINUTES

Trustees:

- Hugh McCorry, Chair
- Judy Wawia, Vice-Chair
- Carol Barnes
- Marline Ilijow
- Shirley Jean
- Bill McKay
- Lawrence McParland
- Lilliana McPherson
- Amanda Monks

Administration:

- Kerry Desjardins, Acting Director of Education
- Rima Mounayer, Superintendent of Education
- Scott Adams, Supervising Manager of Finance
- Dan Kazymyrskiy, Supervising Manager of Finance

Guests

- Barry Biggs, Plant & Field Services Manager
- Sr. Stephanie Romiti, Faith Formation & Catholicity Lead

- Coleen Sheriff, Student and Community Engagement Lead
- Father Terry Sawchuk, Board Chaplain

Recorder

- Deana Figliomeni

The meeting was called to order at 1:05 pm with Hugh McCorry in the Chair.

Opening Liturgy

Opening prayer was lead by Father Terry Sawchuk and Sister Stephanie Romiti. The School Board Mission Statement was read by all those in attendance, and the Identification of Ancestral Territories for Speaking Engagements was read by Trustee McPherson.

Approval of Agenda

Resolution # 1/18

Moved by Trustee Jean

Seconded by Trustee Ilijow

THAT the agenda for Board meeting #1/18 being held on January 12, 2018 be accepted as presented.

Carried.

All Trustees were present at the meeting.

Approval of Minutes

Resolution # 2/18

Moved by Trustee McPherson

Seconded by Trustee McParland

THAT the minutes for Board Meeting #11/17 held December 11, 2017, be accepted as presented.

Carried.

Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

Presentations

1. IEAC Presentation - C. Sheriff

Coleen Sheriff presented on behalf of the IEAC (Indigenous Education Advisory Committee). Trustees Jean, McPherson, Jean and Wawia are representatives on IEAC.

a. Smudging Guidelines

This pamphlet was created for parents and will be provided to parents who may not know what smudging is.

b. Elder Guidelines

This information brochure gives staff guidelines on how to approach and access an elder.

Trustee McCorry asked if the honorariums in the Elder Guidelines match our Board policy on honorariums. It was clarified by M. Vasanelli and S.Adams that the honorariums do match our Board policies. The honorariums come out of school budgets and on occasions there is additional funding from the Ministry to pay the honorariums.

Trustee Wawia clarified that when giving gifts you have to take in account what kind of gift is given to an elder. It was decided that the gift bullet be removed from the list and honorariums are made in lieu of gifts.

c. Smudging Permission Letter

This Letter is distributed to parents with the Smudging Guidelines. This smudging permission letter will be sent out to parents at the start of September. (Beginning in September 2018)

d. 2017-2018 Board Assessment and Planning Tool on First Nation, Métis and Inuit Education

The Board assessment and planning tool is a pre-reflection and focuses on framework questions with an education focus. K.Desjardins will be the Superintendent and Director of Education named on the report. Any additions will added to the February report that is due.

e. 2017-2018 Board Action Plan on Indigenous Education

This will be signed and submitted to the Ministry.

f. Smudging Pamphlet

This smudging pamphlet is for staff only. It provides them information and guidelines when smudging in our schools.

[C. Sheriff left the meeting]

2. Student Achievement

a. K. Desjardins, Superintendent of Education Monthly Report

Goals were added to the Board and School Improvement Plans to ensure our vision is cohesive. On February 1, 2018, the Ministry will be visiting our Board to review our goals and see how they can support us. K. Desjardins noted for the support we want to ensure the Ministry is part of our discussions and at our tables at Board professional development with our Principals.

b. R. Mounayer, Superintendent of Education Monthly Report

The presenter from Matific will be going to all schools to support staff. Release time has been provided to allow all schools to participate. With the Matific program, the teacher is able to control what strands the students are working on.

A Prime training program is planned for March 5, 2018. One representative from each school, as well as Math leads, will attend the training to become the facilitator for schools. Each school with then have an expert in Prime. This program provides teachers the tools to assess students and put the student on the continuum to then figure out strategies how to move the child forward. Training, kits and books will have to be purchased for all schools.

A Math Indigenous Deep Learning program is being implemented through Native as a Second Language with D. Borg. The program will be evaluated this year and R. Mounayer will then look at rolling it out to the rest of the schools the following year.

It was noted that school visits will be the priority for Superintendents.

R. Mounayer will work with the conterminous boards on our Police Protocol. When a conterminous school is in lockdown, contact by police to neighbouring school must occur according to the safe school protocol.

HR 101 - Eric Roher will be coming to Thunder Bay to work with all Principals as well as Catholic Education staff to look at Educational Law, Progressive Discipline, Problem Parents, and Negligence and Liability

Trustee Wawia asked why Principal meetings are held in Thunder Bay. K. Desjardins noted principal meeting locations moving forward will be looked at to ensure we are following strategic travel. Locations will be determined to ensure they are within our communities.

EAP (Employee Assistance Program) counselling will be here Monday, January 22, 2018. EAP will provide information to staff on that day, and staff can then contact them on their own at a later time for any services.

School Climate Survey - Board Summary Results, Data Analysis Template and Safe School Action Plan were carried over to be reviewed at the February board meeting.

3. Catholic Achievement System Support Team Monthly Reports

a. Sr. Stephanie Romiti, Faith Formation & Catholicity Coordinator

Sr. Stephanie has been supportive to our staff as part of her role, as well as getting into the classrooms. Sister has given documentation to teachers on how to report in Religion. Teachers are assessing the knowledge of religious literacy in our students. Eg: what are they symbols, what are the liturgical seasons. This religious literacy is what is assessed and reported on.

Sr. Stephanie is currently working on the Catholicity goal in the Board Improvement Plan and refocusing on the Catholic Graduates Expectations. English, French and Indigenous translations of the Catholic Graduate Expectations are being worked on to share with our schools and communities.

Discussion regarding the students learning the mass was brought up by Trustee McKay. Sr. Stephanie will continue to work with the schools to teach the church etiquette to our students. School choirs will be looked at to encourage the attendance of our students at regular masses.

Fr. Terry spoke to Religious Literacy - The knowledge and the experience. How do we enhance the religious literacy within our students and how do we encourage and engage families? Father mentioned the importance to tap into resources that are available for our students and look at best practices to use. This topic will be added to the agenda of a future board meeting and the Catholic Faith Ambassadors Meeting.

b. C. Sheriff, Student Community Engagement Lead

There were no questions regarding the report presented.

c. S. Clowes, Technology Enabled Learning Teacher

There were no questions regarding the report presented. S. Romitti noted the January technology challenge aligns with the Catholic Graduate Expectations. S. Clowes and S. Romitti have been working together to make this possible. Trustees requested S. Clowes to attend the February Board meeting.

d. Dr. Mary-Beth Minthorn Biggs & T. Bryson, Well-Being

K. Desjardins reminded the Trustees that they are all invited to attend whatever sessions they can for Experience Superior North but are not required to attend all sessions. Trustee McPherson requested that the costs of Experience Superior North be shared with the Trustees. This would include the first year as well as the second year. Future plans of Experience Superior North will be looked into and will include a budget analysis. The senior team will ensure ESN benefits and impacts our students. Finance will provide this at the next Board meeting. The initial goal of Experience Superior North was student leadership. Students in our northern schools had the potential to see how they could be leaders. They connected with students from Toronto and they shared what they were knowledgeable about with student leaderships and relationships and developments were developed.

The original vision and partnership with Toronto Catholic will be honoured moving forward and will ensure a budget is available moving forward. The direction on budget will come from our Board of Trustees. SNCDSB is a charitable donation and would be able to request donations.

4. Finance

a. Mr. Scott Adams, Manager of Finance Monthly Report

Mr. Adams provided a financial report as of January 5, 2018. D. Kazymyrskiy started his position as Supervising Manager of Finance on January 2, 2018.

Discussion on Function 23 - Library Services - Senior Team will look at library services and the reporting part of salaries to that account.

S. Adams clarified reserves are Board funds and can carry over for next year.

Revised estimates will be complete next week.

Mr. Adams thanked the Trustees for their years of service.

[Father Sawchuk left the meeting]

5. Plant & Field Services Report - Mr. Barry Biggs, Plant & Field Services Manager

Trustees were updated on St. Martin Catholic School in Terrace Bay. B. Biggs noted that in the design stages of the expansion, snow load calculation errors were found. On December 20, 2017 he was issued a letter by WSP indicating the original building codes were not to standard. Our Board has met with our cotemnerious boards and WSP, and a plan for snow removal is in place at St. Martin School. Cardinal roofing has been selected to implement this plan. The overall situation is that the portion of the roof will have to be removed and replaced. Snow removal costs will have to incur. The roof is monitored twice a day, seven days a week and reported to WSIB. The repairs for this project will be a shared cost with the French Board. The Township of Terrace Bay, Lawyers, Insurance and the Ministry have been notified of the roof situation. A proposal is forthcoming from WSP to let us know the timeline to get the work complete. The work will have to be completed during the summer months. It was agreed by Trustees that this is a safety issue and Trustees approved the budget necessary to proceed.

St. Martin propane conversion - Currently being looked at and will be brought to the February Board meeting

B. Biggs updated Trustees on the CEC Expansion project. B. Biggs requested permission to have plans forwarded to conduct a detailed secondary assessment to ensure costs will be as planned. The reduction of the building to eliminate the the fire wall is approved by Trustees. A committee will be established to work on the expansion of the Catholic Education Centre at St. Martins School. The committee will be comprised of B. Biggs, Trustees McCorry, McParland, Monks, K. Desjardins, R. Mounayer, D. Kazymyrskiy and E. Bryson. The footprint will be

reduced and an estimate on variations will be conducted. Input on review of smaller footprint design.

A question regarding the parking at the new Catholic Education Centre was raised by Trustee McCorry. B. Biggs shared that 32 parking spaces exist and are currently full on a daily basis. Currently parking parallel to the street is not allowed by the township, however B. Biggs will meet with the township to request if parking can be done parallel to the street.

Holy Angels update: The plan now is to remove all brick, replace with lower level of bricks and siding above. The entire roof may have to be redone and the windows have to be changed. The roof and the bricks will be done at the same time. The project will begin this summer.

Holy Saviour Catholic School's air quality report will be received at the end of January. Findings will be presented at the February Board meeting.

A portable classroom at St. Hilary Catholic School was being planned for a music and assessment area. The need for this was reviewed by Trustees and decided that a portable would not be pursued. Safety concern regarding how the cars come in, including the bus drop off, was discussed. Parking as a safety issue will be looked into.

Learning Commons in all schools. It was estimated half million dollars will be required to establish learning commons in all schools. Learning Commons topic will be brought to the February Board meeting.

Trustee Illijow asked about the playground area at St. Edward School. A temporary fix was put in place, however there is still a little bit of water that gets through. Sketches will be made to correct this issue.

Transgender washrooms in each school are required as per our Board policies and Ontario legislation. To date this has not been done and requires to be done as soon as possible. R. Mounayer and B. Biggs will move forward on this project.

[S. Adams, D. Kazamskiy, B. Biggs left the meeting]

Committee of the Whole

Resolution # 3/18

Moved by Trustee Monks

Seconded by Trustee Barnes

THAT we resolve into Committee of the Whole with Trustee McCorry in the chair and that the meeting shall not be open to the public pursuant to Section 207 (2) of the Education Act (R.S.O., 1980).

Carried.

Resolution # 4/18

Moved by Trustee Barnes

Seconded by Trustee Jean

THAT the Board moves out of Committee of the Whole and reconvenes as a Board in public session and accepts all recommendations contained therein.

Carried.

Matters Requiring Decision or Action

Policies:

THAT the Board approves the following revised policies and administrative procedures for distribution:

P - F 405 Travel Expenses

AP - F 405 Travel Expenses

The Travel Expense Board Policy was not reviewed or passed, and will be carried over to the February Board meeting.

Discussion and Informational Items

1. Improve Your Strategic Thinking - Blackstone Training

There will be no Trustees or staff attending this training at this time.

2. 2018 OCSTA/OCSSBOA Business Seminar, April 26, 2018

Trustee McKay is unable to attend and Trustee Wawia will attend in his place.

3. 2018 OCSTA AGM & Conference, April 26 - 28, 2018

J. Wawia will attend the OCSTA AGM and Conference in place of Trustee McKay.

4. 2018 AGM & Conference Resolutions

There were no recommendations for the submission of OCSTA AGM resolutions.

5. 2018 – 2019 Tentative SNCDSB Calendar

Community Online Input survey to determine October and November PA Days is online now and will remain online until the end of January.

Start Date for Students: Wednesday, September 5, 2018.

Last Day of School for Students: Friday, June 28, 2019.

Tentative Professional Activity Days

1. Tuesday September 4, 2018.
2. Friday, September 28, 2018.
3. **Friday, October 19 or Friday, October 26, 2018.**
4. **Friday November 16 or Friday, November 23, 2018.**
5. Friday, February 1, 2019.
6. Friday, May 3, 2019.
7. Friday, June 7, 2019.

Christmas and March Break

Christmas Holidays: December 24, 2018 – January 4, 2019.

March Break: March 11 – 15, 2019.

The tentative professional activity days for 2018/19 was shared with Trustees. Trustees have requested to be part of the choosing of the Professional Activity Day themes for each month.

Closing Prayer

Prayer for Safe Travel was read by all those in attendance.

Adjournment

- THAT we do now adjourn at 5:00 p.m.

Carried.

Originally signed by

Originally signed by

Hugh McCorry, Chair of the Board

Barbara Spadoni, Acting Director of Education