



September 12, 2019

Catholic Education Centre, Terrace Bay

## Board Meeting Minutes

### Trustees:

- Hugh McCorry, Chair
- Judy Wawia, Vice-Chair
- Marline Ilijow
- Shirley Jean
- Chereyl Marino
- Lawrence McParland (Excused Absence)
- Lilliana McPherson
- Amanda Monks
- Kristy Lachance

### Administration:

- Maria Vasanelli, Director of Education
- Kerry Desjardins, Superintendent of Education
- Rima Mounayer, Superintendent of Education
- Leah Vanderwey, Superintendent of Education
- Barry Biggs, Plant & Field Services Manager
- James Salo, Assistant Plant & Field Services Manager (Absent)
- Priscilla Andoh, Human Resources Manager
- Cheryl Speziale, Assistant Human Resources Manager
- George Scott, Finance Manager
- Daniel Mulligan, Assistant Finance Manager
- Billy Luby, Information Technology Manager

### Guests

- Tim Griffin, Principal - Our Lady of Fatima Catholic School
- Father Sawchuk, Board Chaplain
- Sister Romiti, Faith Formation and Catholicity Co-Ordinator

### Recorder:

- Deana Figliomeni, Executive Administrative Assistant & Communications Officer

## Opening Liturgy

The meeting began at 12:35 pm with Trustee McCorry in the Chair.

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

[Sister Romiti left the meeting room]

## Approval of Agenda

### Resolution #52/19

Moved by Trustee McPherson

Seconded by Trustee Ilijow

THAT the agenda for Board meeting #8/19 being held on September 12, 2019, be accepted as amended.

Amendments include the addition of items under item 3. Finance c) Borrowing BY-LAW NUMBER 2019-1 and d) Report from the Audit Committee.

Carried.

### Resolution #53/19

Moved by Trustee Jean

Seconded by Trustee Lachance

THAT the Board acknowledges and accepts the excused absence of Trustee McParland from attending Board Meeting #8/19 held September 12, 2019.

Carried.

## Approval of Minutes

### Resolution #54/19

Moved by Trustee Ilijow

Seconded by Trustee Marino

THAT the [minutes for the Special Board Meeting #7/19 held July 9, 2019](#) be accepted

as received.

Carried.

## Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

## Presentations

Ms. Vasanelli introduced Tim Griffin and welcomed him to our meeting.

### 1. Principal Presentation - Mr. Tim Griffin, Principal at Our Lady of Fatima

Approximately 80 students are currently enrolled at Our Lady of Fatima Catholic School. The focus of the presentation was on attendance and the importance of attendance for the success of our students. An attendance initiative program was implemented in the school last year and will continue for this school year. The school will work closely with the SNCDSB Attendance Counsellor to ensure the program is successful. The staff are currently working with the School and Board Improvement Plan to achieve student success. Mr. Griffin highlighted activities and initiatives happening in the school including a photography club that is being started at the school, school sports, attendance at events at Ginoogaming First Nation and outdoor education days.

[Father Terry left the meeting room]

### 2. Student Achievement

- Welcome message from Maria Vasanelli, Director of Education

Ms. Vasanelli welcomed Leah Vanderwey as returning Superintendent of Education to our Board. Ms. Vasanelli looks forward to the strength Leah will bring to the team. Ms. Vasanelli also welcomed Cheryl Speziale to her new role as Assistant Human Resources Manager.

Prior to the meeting, trustees were taken on a tour of the Board expansion project. The project is on time with the leadership of Barry Biggs, Plant and Field Services Manager.

The Superior North Catholic District School Board Organizational Chart and Portfolio Organizational chart was distributed to Trustees.

[Tim Griffin left the meeting room]

### 3. Finance

a. Mr. George Scott, Finance Manager - Monthly Report

Fiscal school year ended on August 31, 2019. Financial statements are due to Ministry November 15th and revised estimates are due December 13th.

Board vehicles have been purchased. Three SUVs and 1 truck has been purchased for use by Executive Council members for work travel.

CIBC has now closed in Terrace Bay and our Branch is now moved to the Memorial CIBC branch in Thunder Bay. A decision regarding which bank is most convenient for our Board will be made at an Executive Council meeting.

b. Finance Report *as of August 31, 2019*

c. Borrowing BY-LAW NUMBER 2019-1

#### Resolution #55/19

Moved by Trustee Wawia

Seconded by Trustee Jean

A BY-LAW authorizing the Superior North Catholic District School Board (the "Board") to borrow money pursuant to the provisions of section 247 of the Education Act (the "Act") for the raising of funds to finance certain permanent improvements as more particularly described in this By-Law.

WHEREAS:

- A. The Board has authorized the permanent improvements as detailed in Schedule "A" attached to this By-Law;
- B. The Board wishes to apply to the Canadian Imperial Bank of Commerce ("CIBC") for a capital loan for the purpose of financing the permanent improvements;
- C. The total cost of the project is within the Board's Debt and Financial Obligation Limit as established by the Ministry of Education and Training.

THEREFORE, BE IT RESOLVED as follows:

- 1. The Chair and the Secretary of the Board are authorized on behalf of the Board to borrow \$3,000,000 for permanent improvements in accordance with the Act, plus

interest at a rate to be agreed upon from time to time with CIBC.

2. The Chair and the Secretary are authorized for and on behalf of the Board to execute and deliver all such other documents and to do such other acts and things as may be necessary to give full effect to this By-law.

We hereby certify that the foregoing is a true and complete copy of a By-law of the Superior North Catholic District School Board in the Province of Ontario, duly passed at a meeting of the Board and that this By-law is in full force and effect.

Dated this 12th day of September, 2019.

Carried.

It was noted "Schedule A" is a capital list of all ongoing projects happening in our schools right now. Ministry will cover interest on this loan.

d. Report from the Audit Committee

An Audit Committee Meeting was held September 12, 2019. An audit committee assessment was done. Findings of the assessment brought a couple suggestions that the committee report to the Board after each time a meeting takes place and that enrollment numbers be shared with the Board regularly. Student enrollment numbers are up 17 students across the Board this school year. At 7 of our 9 schools student enrollment numbers have increased from the end of the last school year.

**4. Plant & Field Services**

a. Mr. Barry Biggs, Plant and Field Monthly Report

Updates were given to Trustees on current projects happening in the schools. The CEC office expansion is on schedule. Schools were ready to welcome our students on the first day of school. St. Martin School had heating system renovations complete, Holy Saviour School had exterior doors replaced and new flooring installed in the hallways as well as exterior signage on the building and at Our Lady of Lourdes oil tanks have been removed and new propane tanks have been installed. The exterior and the gymnasium of Our Lady of Fatima has been painted. The new playground at St. Joseph school has been installed and paving repairs were completed as well as new flooring was installed in the Library and the main hall leading to the gym. New furniture has been installed throughout the school. A new communication system was installed at St. Brigid School. At St. At both Hilary School and St. Edward Catholic School, new accessible washrooms have been installed and a new office has been created. At Holy Angels School the oil tank has been removed and propane installed. An accessible washroom has also been

installed at Holy Angels School. An exterior door has been installed to the last room of the school to now be used as a storage building.

Asbestos awareness training will be done with all Custodians and Cleaners in an updating professional development day on September 27th.

## 5. Information Technology

### a. Mr. Billy Luby - Information Technology Monthly Report

Video conferencing has been completed in five (5) locations including the Catholic Education Centre, St. Martin School, St. Joseph School, Holy Saviour School and St. Edward School. Staff will be trained on the new system. Fibre internet has been completed at St. Brigid.

## Committee of the Whole

### Resolution #56/19

Moved by Trustee Wawia

Seconded by Trustee McPherson

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 #57/19

Moved by Trustee Marino

Seconded by Trustee Ilijow

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

Carried.

## Matters Requiring Decision or Action

1. ['Right of Use' Agreement between the Corporation of the Municipality of Greenstone and Superior North Catholic District School Board](#)

**Resolution #58/19**

Moved by Trustee Lachance

Seconded by Trustee McPherson

That the Board approves the RIGHT OF USE' AGREEMENT BETWEEN the Corporation of the Municipality of Greenstone and Superior North Catholic District School Board made the 30th day of November 2018 and ending on November 30, 2021.

Carried.

2. Policies and Procedures

**Resolution #59/19**

Moved by Trustee Jean

Seconded by Trustee Ilijow

THAT the Board approves the following new policy and administrative procedure for distribution:

- [Policy - F 413 - Use of Board Vehicles](#)
- [Administrative Procedure F 413 - Use of Board Vehicles](#)

Carried.

**Discussion and Informational Items**

1. OCSTA: Fall Regional Meeting - Friday, October 4, 2019, Thunder Bay CDSB
  - [CSTA Memo 2019 Regional Meeting Questions for Discussion](#)
  - [Questions for Discussion Worksheet](#)

Senior team will review the document and 30 copies will be made and brought the regional meeting.

2. Upcoming Trustee PD - October 28, 2019 - Thunder Bay
  - 9:00 am - 2:00 pm at the Valhalla Inn
  - Trustees are requested to send topics you would like discussed to Maria

Vasanelli

## Closing Prayer

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

## Adjournment

The meeting adjourned at 4:20 p.m.

Next meeting date: October 7, 2019 at the Catholic Education Centre, Terrace Bay, ON