



December 9, 2019

Catholic Education Centre,
Terrace Bay, ON

Inaugural Session Minutes

Trustees:

- Hugh McCorry, Chair (Excused Absence)
- 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 (via Zoom)
- Barry Biggs, Plant & Field Services Manager
- James Salo, Assistant Plant & Field Services Manager (Absent)
- Valerie Nakani, Human Resources Manager (via Zoom)

- Cheryl Speziale, Assistant Human Resources Manager
- George Scott, Finance Manager
- Daniel Mulligan, Assistant Finance Manager
- Billy Luby, Information Technology Manager

Recorder:

- Deana Figliomeni, Executive Administrative Assistant & Communications Officer

The meeting was called to order by Director of Education - M.Vasanelli. The meeting commenced at 1:11 p.m. with an opening Advent prayer ready by Maria Vasanelli as well as a reading of the Identification of Ancestral Territories. Prior to the Board meeting, Trustees attended mass at St. Martin School where they participated in their annual Commissioning Service. The celebrant of the mass was Father Terry Sawchuk.

- 1) Appointment of Scrutineers - M.Vasanelli
 - a) Mr. George Scott and Mrs. Deana Figliomeni
- 2) Election of Chairperson for 2020 - M.Vasanelli

Nominations were taken from the floor for the election of a Chairperson. Trustee Jean nominated Judy Wawia as Chair of the Board. The nomination was seconded by Amanda Monks. Trustee Ilijow nominated Hugh McCorry as Chair of the Board. A vote was conducted. Mrs. Judy Wawia is the new chair by the majority of the votes. Trustee Wawia accepted the position of Chair of the Board.

Trustee Wawia assumed the position of Chair.

- 3) Comments by 2020 Chair

Judy Wawia thanked the Trustees for their confidence and looks forward to working together for what is best for the students.

- 4) Election of Vice-Chairperson Election of Chairperson for 2020

Nominations were then requested for the election of a Vice-Chairperson. Trustee Jean

nominated Amanda Monks as Vice-Chair of the Board. The nomination was seconded by Trustee McPherson. Amanada Monks accepted the position of Vice-Chair by acclamation.

Amanda monks accepted the position as Vice-Chair.

5) Comments by the 2020 Vice-Chair.

Trustee Monks is honoured to be nominated and accepted the position. She is excited to start the new year.

6) Process for Appointment to Legislated and Standing Committees. Report by Trustee Jean and McPherson.

- a) Accessibility Committee
- b) Audit Committee
- c) Catholic Parent Advisory Committee
- d) Director's Appraisal
- e) Faith Ambassadors Catholicity Team (FACT)
- f) Indigenous Education Advisory Committee
- g) Policy Review Committee
- h) Special Education Advisory Committee
- i) Staff Recognition
- j) Student Discipline Committee
- k) Trustee Advisory Committee for Collective Bargaining (Sounding board for collective negotiations and reporting to Board of Trustees)

Trustees McPherson and Trustee Jean reported on behalf of the nominating committee. It was confirmed that all committees will remain the same

Resolution # /19

Moved by Trustee Jean

Seconded by Trustee Ilijow

THAT the Board approves the Trustee Committee Memberships for 2020, as presented.

Carried.

Regular Board Meeting Agenda

1. Approval of Agenda

Resolution #74 /19

Moved by Trustee Jean

Moved by Trustee McPherson

THAT the agenda for Board meeting #11/19 being held on December 9, 2019, be accepted as amended.

Carried.

Amendments include the recommendation of the Doubtful Accounts Internally Appropriated Accumulated Surplus.

Resolution #75/19

Moved by Trustee Jean

Seconded by Trustee McPherson

THAT the Board acknowledges and accepts the excused absence of Trustee McCorry and Trustee McParland from attending Board Meeting #11/19 held December 9, 2019.

Carried.

2. Approval of Minutes

Resolution #76/19

Moved by Trustee Jean

Seconded by Trustee Marino

THAT the [minutes for the Board Meeting #10/19 held November 12, 2019](#), be accepted as received.

Carried.

3. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

4. Reports

a. Director's Report

i. [Maria Vasanelli, Director Report](#)

A. [DRAFT Strategic Planning Re-imagine Learning](#)

Mrs. Vasanelli's report included the Director's Current Role and Responsibilities, Review of Goals and Process 2018-2019 and the DRAFT Strategic Plan Re-imagine Learning.

ii. Faith Formation and Catholicity [Monthly Report - Sister Romiti](#)

b. Student Achievement

i. [Kerry Desjardins - Superintendent of Education](#)

November's focus was on Professional Learning Sessions, to ensure travel was completed before November 15th. Sessions will continue to maintain the professional inquiry but they will be done via online sessions.

1. [Tracy Bryson - Mental Health Lead](#)

ii. [Rima Mounayer - Superintendent of Education](#)

Principal professional development is scheduled for December 10th. Policy and procedures continue to be reviewed and brought to each meeting.

1. [Peter Kutok and Lena Stahl - Math Leads](#)

iii. [Leah Vanderwey - Superintendent of Education](#)

Cultural Sensitivity Training has been rescheduled to January.

Funds for Outdoor Education - a memo has been sent out and there are particulars they have to follow but it is up to each school how they would like the funds spent.

Indigenous Education will be a standing item on the Principal Professional Development at each month's meeting.

1. [Sarah Clowes - Technology Enabled Learning Teacher](#)

2. [Colleen Sheriff - Indigenous Education Lead](#)

An updated copy of the portfolio list and the organizational chart will be brought to the January Board Meeting.

c. **Finance** - Mr. George Scott, Manager of Finance

Resolution #77/19 ([Attachment: Consolidated Financial Statements](#))

Moved by Trustee Monks

Seconded by Trustee Jean

THAT the Superior North Catholic District School Board of Trustees approve the Consolidated Financial Statements for the year ended August 31, 2019, as presented.

Carried.

Resolution #78/19

Moved by Trustee McPherson

Seconded by Trustee Ilijow

THAT the Board of Trustees approves the **reduction of \$7,049 from the Committed Sinking Fund Interest Earned Internally Appropriated Accumulated Surplus.**

Carried.

Resolution #79/19

Moved by Trustee Jean

Seconded by Trustee Marino

THAT the Board of Trustees approves the **reduction of \$4,388 from the Committed Capital Projects Internally Appropriated Accumulated Surplus.**

Carried.

Resolution #80/19

Moved by Trustee McPherson

Seconded by Trustee Monks

THAT the Board of Trustees approves the **increase by \$291,619 to the Doubtful Accounts Internally Appropriated Accumulated Surplus.**

Carried.

Resolution #81/19

Moved by Trustee Jean

Seconded by Trustee Marino

THAT the Board approves the Annual Report of the Audit Committee to the Board of Trustees, for the year ended August 31, 2019.

- i. [Annual Report to the Board of Trustees for the year ended August 31, 2019](#)
- ii. [Annual Report to the Board of Trustees and Forwarded To the Ministry of Education](#)

Carried.

- d. **Plant & Field Services** - Mr. Barry Biggs, Plant and Field [Monthly Report](#)

The Catholic Education Centre move has been successful. Transfer of files from Simcoe Plaza to Holy Angels School will happen in the new year.

A list of upcoming projects that will occur in the schools will be brought to the January Board meeting.

It has been assured that the heating of these schools will be covered during the Christmas break. A question regarding school bells during Christmas break and summer break will be looked into.

Building expansion at St. Edward is in the preliminary stages to replace the portable using reserved funds. Ministry approval would be required.

Resolution #82/19

Moved by Trustee Lachance

Seconded by Trustee Jean

THAT the Board of Trustees approves the purchase of furniture from Accent Environments for Our Lady of Lourdes Catholic School in Manitowadge the amount of \$151, 087.78.

Carried.

This is a complete school replacement of furniture. The supply of furniture will happen during March Break. Surplus furniture will be sold in January and sent to all schools and staff as per Board policy. Seeking a two-year extension from PowerSchool to access Trillium. Library programs used by schools will also be retired so looking at a new

system to replace.

e. **Information Technology** - [Billy Luby Monthly Report](#)

New employees are being set up.

5. Committee of the Whole

Resolution #83/19

Moved by Trustee Monks

Seconded by Trustee Ilijow

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 #84/19

Moved by Trustee Marino

Seconded by Trustee Jean

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.

6. Decision and Action Items

Resolution #85/19

Moved by Trustee McPherson

Seconded by Trustee Ilijow

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

a. [P ES 311 Safe Arrival and Safe Dismissal of Students](#)

- b. [AP ES 311 Safe Arrival and Safe Dismissal of Students](#)
- c. [P F 407 Finance - Advocacy Expenditures](#)
- d. [AP -F 407 Finance - Advocacy Expenditures](#)
- e. [P ES 322 Administration of Medication](#)
- f. [AP ES 322 Administration of Medication](#)
 - i. [AP 322 Administration of Medication Forms](#)
- g. [P-HR 512 Human Resources - Long-Term Occasional Teacher Evaluation](#)
- h. [AP-HR 512 Human Resources - Long-Term Occasional Teacher Evaluation](#)

Carried.

Resolution #86/19

Moved by Trustee Monks

Seconded by Trustee Jean

THAT the Board approves the following *new* policy and administrative procedures for distribution as received:

- a. [P ES 325 Policy: Guide Dogs/Service Dogs/ Service Animals](#)
- b. [AP ES 325 Policy: Guide Dogs/Service Dogs/ Service Animals](#)

Carried.

7. Information and Discussion Items

- a. [OCSTA Memo - Topics for Discussion at Regional Meetings at 2020 Catholic Trustees Seminar](#)

A zoom meeting will be arranged to complete the questions for the Trustee Seminar.

- b. Schedule of Board Meetings - 2020
 - i. January 13, 2020 - Terrace Bay

- ii. February 10, 2020 - Terrace Bay
 - iii. March 9, 2020 - Terrace Bay
 - iv. April 6, 2020 - Terrace Bay
 - v. May 11, 2020 - Terrace Bay
 - vi. June 8, 2020 - Terrace Bay
- c. [OCSTA Short Video Contest Submission from St. Edward Catholic School](#)

The St. Edward Catholic School short video was shown to Trustees. This video was submitted to OCSTA for the 2019 Short Video contest. It is also available for viewing on the Board YouTube channel and social media sites.

8. Closing Prayer and Adjournment

Closing prayer was read by all those in attendance.

The Superior North Catholic District School Board meeting of Monday, December 9, 2019, adjourned at 4:15 pm.

Originally signed by

Originally signed by

Judy Wawia,
Chair of the Board

Maria Vasanelli,
Director of Education