



## BOARD MEETING MINUTES

### Trustees:

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

### Administration:

- Barb Spadoni, Acting Director of Education
- Kerry Desjardins, Superintendent of Education
- Rima Mounayer, Superintendent of Education
- Dan Kazymyrskiy, Supervising Manager of Finance
- Barry Biggs, Plant & Field Services Manager
- Maria Vasanelli, Human Resources Advisor

## Guests

- Sr. Stephanie Romiti, Faith Formation & Catholicity Lead
- Sarah Clowes, Technology Enabled Learning Teacher

## Recorder

- Deana Figliomeni

Meeting called to order at 12:35 pm with Trustee McCorry in the Chair.

## Opening Liturgy

- Opening Prayer was lead by Sister Stephanie Romiti, School Board Mission Statement was read by all those in attendance Identification of Ancestral Territories for Speaking Engagements was read by Trustee Wawia.

## Approval of Agenda

### Resolution # 13/18

Moved by Trustee Jean

Seconded by Trustee McPherson

THAT the agenda for Board meeting #3/18 being held on March 5, 2018 be accepted as presented.

Carried.

### Resolution #14/18

Moved by Trustee Ilijow

Seconded by Trustee Monks

THAT the Board acknowledges and accepts the excused absence of Carol Barnes from attending Board Meeting #3/18 held March 5, 2018

Carried.

## Approval of Minutes

### Resolution #15/18

Moved by Trustee McParland

Seconded by Trustee McPherson

THAT the minutes for Board Meeting #2/18 held February 5, 2018 be accepted as presented.

Carried.

## Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

## Presentations

1. Sarah Clowes, Technology Enabled Learning Teacher Monthly Report and Presentation

Trustee McCorry thanked Ms. Clowes for her informative presentation that highlighted the 21st Century Learning happening in all of our nine schools.

2. Update from Barbara Spadoni, Acting Director of Education

Mrs. Spadoni's report highlighted the Acting Director's school visits. Following the last board meeting, Educational Assistants were assigned back into the Library at all nine schools. The teacher will work with the librarian during the regular classroom visits. The focus will be students going to the library in schools that will support literacy in the classroom. Trustees shared the positive feedback received from the schools regarding the addition of the Educational Assistants.

Instructional supply budgets for schools have been increased.

Decorative side beams at St. Martin Catholic School were the reason for the one day school closure. The structural engineers came in to investigate and everything was fine.

Arts and Music Dance program, IXL Math Program have been purchased for OLOF, STJ and STH as a one year subscription. Samples were given to Trustees of the IXL Math

handouts that will be shared with staff, summarizing the learning for each grade. This program will start in September 2018.

Special Education/Learning for All Teachers will have an in-school educational assessment kit. In service training will be done with all Special Education teachers to administer educational assessments by Mrs. Spadoni and Mrs. Desjardins.

### **3. Student Achievement**

#### **a. K. Desjardins, Superintendent of Education Monthly Report**

EDIs are required to be completed prior to the end of March. Fair Start screenings will occur before the end of the school year. Fair Starts are a choice of the parents. Both tools, EDI and Fairstart Screenings, are planning tools for classroom teachers.

EQAO plans are currently be created by Grade 3 and 6 teachers to prepare for EQAO. EAs are also being trained in Google Read and Write.

ESN Budget was reviewed with Trustees. Taken directly from Indigenous Education budget. We need to ensure it is educational for our students as well as the visiting schools students. Feedback included positive comments regarding our students leading the events. Funding for school trips are fundraised by the schools.

#### **b. R. Mounayer, Superintendent of Education Monthly Report**

Teacher Performance Appraisals - A computer program customized to answer the appraisal requirements for all staff groups including Early Childhood Educators, Educational Assistants, Board Staff, Custodians, Administrative Assistants and Managers has been purchased and will be implemented.

Safe Schools Survey Presentation

School Climate Survey Results from 2016-17 were reviewed with Trustees by Ms. Mounayer. Safe School committees were formed in each school that includes a student, community member, non-teaching staff member (eg. custodian, EA or ECE) and a teacher. An action plan will be created using results by this committee.

### **4. Catholic Achievement System Support Team Monthly Reports**

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

Sr. Romiti has been teaching the students the legend of the pretzel and how the pretzel is a reminder of prayer. Music resources and a mass book for children have arrived and will be shared with the Catholicity leaders. A book of school prayers for everyday of the

school year will also be distributed. Sister Stephanie will look into a daily prayer book for the Trustees. Confirmation preparation surveys have gone out to teachers and resources will be purchased and distributed.

On Thursday, April 26, 2018 David Wells will be speaking with Principals St. Edwards. Trustees are also invited to attend. April 27, 2018 Faith Day will be in Terrace Bay. A formal invitation will be sent to Trustees closer to the date.

- b. C. Sheriff, Student Community Engagement Lead
- c. N. Jankowski, Technology Enabled Learning Teacher
- d. Dr. Mary-Beth Minthorn Biggs, Inclusive Education Clinician
- e. T. Bryson, Positive Behaviour Support Lead
- f. A. Baker and P. Kutok, Math Leads

All Catholic Achievement System Support Team reports were received as information.

#### 5. Finance

- a. Mr. Dan Kazymyrskiy, Manager of Finance Monthly Financial Report

Financial report was presented by Mr. Kzymyrskiy. Mr. Kzymyrskiy noted that February 28 is the six month benchmark for budget. Expenses are a bit lower as payroll was not processed yet.

#### Resolution # 16/18

Moved by Trustee Jean

Seconded by Trustee McPherson

THAT the Board accepts the Financial report as of February 21, 2018.

Carried.

#### 6. Plant & Field Services

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

Mr. Biggs provided Trustees with an update on the projects in Plant and Field Services currently being conducted. Highlights included the roof repair at St. Martin Catholic School to begin in the summer of 2018, Holy Angels Catholic School brick and siding repair, renewal of gym floors at St. Joseph, Our Lady of Fatima and Holy Saviour

Catholic Schools, playground renewal at St. Joseph and Holy Saviour, heating and air quality at Holy Saviour Catholic School, VFA School Condition ratings and Greenhouse Gas Monies.

**Resolution # 17/18**

Moved by Trustee Wawia

Seconded by Trustee McPherson

THAT the Board approves sole sourcing the supply of electronic Building Automation System material and documentation will be attached to the purchase order.

Carried.

Capital renewing project was reviewed with Trustees. B.Spadoni noted that page 2 is the actual total. Should be presented at the end of August for 2018-2019 school year.

**Resolution # 18/18**

Moved by Trustee Jean

Seconded by Trustee McCorry

THAT the Board accepts the Plant and Services report and has reviewed an update of the Capital renewal plan 2017-18.

Carried.

**Committee of the Whole**

**Resolution #19/18**

Moved by Trustee McParland

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 #20/18**

Moved by Trustee Ilijow

Seconded by Trustee McKay

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

THAT the minutes for Board Meeting Committee of the Whole #2/18 held February 5, 2018 be accepted as presented.

THAT the Board of Trustees for Superior North Catholic District School Board accepts Scott Adam's notice of retirement as Supervising Manager of Finance, effective February 18, 2018, with regret.

THAT the Board of Trustees for Superior North Catholic District School Board appoints Dan Kazymyrskiy to the position of Supervising Manager of Finance, as of January 2, 2018.

THAT the Board extends the contract of Barbara Spadoni, Acting Director of Education, that began January 15, 2018 to March 30, 2018 for a period of 2.5 months. The contract will be extended from March 30, 2018 to May 15, 2018.

Carried.

## Matters Requiring Decision or Action

### Trustee Determination

Number of Trustees determined for the 2006 general election equals 8 which equals the Number of Trustees for the 2018 regular election, (section 58.1 (10.0.1) of the Education Act)

**Resolution #21/18**

Moved by Trustee McKay

Seconded by Trustee McParland

THAT the Board does not reduce its number of members for purposes of the 2018

election.

Carried.

**Resolution #22/18**

Moved by: Trustee Wawia

Seconded by: Trustee Monks

THAT the Board designates the Wards 3 and 6 from the Municipality of Greenstone and the Municipality of Red Rock (including the Municipality of Dorion and Municipality 10 - Ward 75) as low population municipalities and increases their quotient by one.

Carried.

**Policies:**

**Resolution #23/18**

Moved by Trustee McPherson

Seconded by Trustee Monks

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

P - CP 213 Pupil Accommodation Review

AP - CP 213 Pupil Accommodation Review

P-HR 514 Performance Appraisal of Principals and Vice Principals as amended.

AP-HR 514 Performance Appraisal of Principals and Vice Principals as amended.

P - HR 515 Performance Appraisal of Superintendents as amended.

AP - HR 515 Performance Appraisal of Superintendents as amended.

P - ES 304 Concussion Protocol



AP - ES 304 Concussion Protocol

P - HR 519 Appraisal of Support Staff Personnel as amended.

AP - HR 519 Appraisal of Support Staff Personnel as amended.

Carried.

Amendments to the revised policies will include the additional of the mVal Performance Appraisal program will be noted on all Performance Appraisal Policies and Administrative Procedures.

## Discussion and Informational Items

### 1. Non-Catholic Letter and Catholic Education Request Form from AP-HR 502

Admission of Students Appendix A

Non-Catholic Letter will be a practice that we will continue to have parents sign when registering. This letter will be shared with Trustees.

### 2. CCSTA AGM June 7 - 9, 2018, Kelowna BC

- Schedule
- Confirmed attendees: Trustees S. Jean, A. Monks, C. Barnes,  
Trustee McPherson - L.McPherson will confirm attendance with Deana.
- Trustee McParland and McCorry will not be attending. D. Figliomeni will follow up with Trustee Barnes.

## Closing Prayer

A closing prayer was read by all Trustees.

## Adjournment

- The meeting adjourned at 4:20 p.m.

Originally signed by

Hugh McCorry, Chair of the Board

Barbara Spadoni, Acting Director of Education