



March 5, 2019

Catholic Education Centre,  
Terrace Bay, ON  
1:00 pm

## BOARD MEETING AGENDA

### Trustees:

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

### Administration:

- Maria Vasaneli, Interim Director of Education
- Kerry Desjardins, Superintendent of Education
- Rima Mounayer, Superintendent of Education
- Barry Biggs, Plant & Field Services Manager
- Priscilla Andoh, 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

## Opening Liturgy

- [Opening Prayer / School Board Mission Statement/ Identification of Ancestral Territories for Speaking](#)

## Approval of Agenda

### Resolution #15/19

Moved by Trustee Jean

Seconded by Lilliana McPherson

THAT the agenda for Board meeting #3/19 being held on March 5, 2019, be accepted as presented.

Carried.

## Approval of Minutes

### Resolution #16/19

Moved by Trustee McParland

Seconded by Trustee Monks

THAT the [minutes for the Board Meeting #2/19 held February 11, 2019](#) be accepted as received.

Carried.

## Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

## Presentations

1. Attendance Counsellor, Michelle Legacy

- a. [Presentation](#)

- i. [Attendance Matters Pamphlet](#)

- ii. [Attendance Administrative Guideline](#)
- iii. [Attendance Counsellor Job Description](#)
- iv. [Tiers of School Intervention](#)
- v. [Improving School Attendance](#)

Persistent absence rate has increased from the previous year. Superior North is 4th overall for persistent absenteeism. Ms. Legacy has been collaborating with schools to begin to address barriers to attendance. Future goals include community engagement and collaboration, providing resources to schools and communities, create attendance program, provide education to students, connect families with other service providers as needed, provide support for families and schools, promote the I Am Here Campaign and create an attendance handbook.

A formal policy will be created to create a safety strategy for home visits. Established to provide the guidelines for visits. This will include a team and could be the principal.

## Reports

### 1. Director's Report

A final hard copy of the report was distributed to Trustees.

### 2. Finance

- a. [Finance Monthly Financial Report - Mr. George Scott](#)

Monthly Financial report as of February 28, 2019, was presented to Trustees. School generated funds are reported to the Ministry in March. Exact numbers have been requested from the Transportation Consortium of Ontario. A formalized date will be requested for regular invoices and on a regular date. Pay 75% of the regular fee on snow days. - part of the Campbell report.

### 3. Plant & Field Services

- a. [Mr. Barry Biggs, Plant and Field Monthly Report](#)

The sale of the current Catholic Education Centre. The projected completion date of the new Catholic Education Centre is December 2019. A moving contract will be done to move the office.

Disposition of furniture in schools - schools talk to each other and share furniture in

order for things to get reused. The disposal of items policy will be reviewed and taken to the Policy Committee.

## Committee of the Whole

### Resolution #17/19

Moved by Trustee Jean

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 #18/19

Moved by Trustee McParland

Seconded by Trustee Wawia

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

### 1. Policies and Administrative Procedures

#### Resolution #19/19

Moved by Trustee Marino

Seconded by Trustee Jean

THAT the Board approves the revised Administrative Procedure for distribution:

1. [AP F-405 Travel Expense Administrative Procedure](#)

Carried.

## Discussion and Informational Items

### 1. Municipal Conflict of Interest Act

Navigating the Municipal Conflict of Interest Act Manual for Catholic School Board Trustees was shared with Trustees. The new requirements regarding conflict of interest became effective March 1, 2019, for school boards. The key new requirements are all boards must establish a registry of conflict of interest declarations from trustees that is open to the public, and all boards now require a written declaration of conflict of interest from trustees at all committee and board meetings.

### 2. OCSTA AGM 2019

Proxy Forms were completed by Trustees not attending the AGM and given to those who are attending for submission.

## Closing Prayer

[Prayer for Safe Travel](#) was read by all those in attendance.

## Adjournment

Recommendation to adjourn at

- THAT we do now adjourn at 3:57 p.m.