



November 12, 2019

Catholic Education Centre, Terrace Bay

Board Meeting Minutes

Meeting called to order at 12:50 pm with Trustee McCorry in the Chair.

Trustees:

- Hugh McCorry, Chair
- Judy Wawia, Vice-Chair
- Marline Ilijow
- Shirley Jean
- Chereyl Marino
- Lawrence McParland
- Lilliana McPherson
- Amanda Monks (Excused Absence)
- 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
- Laureen Kay, Human Resources
- Valerie Nakani, Human Resources Manager

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

Guests

- Lindsay Costa, Principal - St. Martin Catholic Catholic School
- Sister Stephanie, Faith Formation and Catholicity Co-ordinator

Recorder:

- Deana Figliomeni, Executive Administrative Assistant & Communications Officer

Opening Liturgy

[Opening Prayer](#) was lead by Sister Stephanie. The [School Board Mission Statement](#) was read by all those in attendance. [Identification of Ancestral Territories for Speaking](#) was read by Trustee McParland.

Trustee McCorry and Maria Vasanelli welcomed Valerie Nakani to the Superior North Catholic District School Board in her role as Human Resources Manager.

Approval of Agenda

Resolution #66/19

Moved by Trustee McParland

Seconded by Trustee Marino

THAT the agenda for Board meeting #10/19 being held on November 12, 2019, be accepted as presented.

Carried.

Resolution #67/19

Moved by Trustee Jean

Seconded by Trustee Ilijow

THAT the Board acknowledges and accepts the excused absence of Trustee Monks from attending Board Meeting #10/19 held November 12, 2019.

Carried.

Approval of Minutes

Resolution #68/19

Moved by Trustee McPherson

Seconded by Trustee Marino

THAT the [minutes for the Board Meeting #9/19 held October 7, 2019](#) be accepted as received.

Carried.

Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

Presentations

1. Principal Presentation - Mrs. Lindsay Costa, Principal, St. Martin Catholic School

Mrs. Costa presented the current school celebrations, successes and next steps of the St. Martin Catholic School in Terrace Bay. Her presentation highlighted current SIPSA goals, classroom observations and walkthroughs, parent involvement, school open house, math night, WE team initiatives and activities focusing on student achievement, engagement, Catholicity, Indigenous education and well-being.

2. Student Achievement

a. Kerry Desjardins, Superintendent of Education [Monthly Report](#)

Mrs. Desjardins updated the Trustees on current initiatives happening in Early Learning and Mental Health and Well- Being.

b. Rima Mounayer, Superintendent of Education [Monthly Report](#)

Ms. Mounayer's report outlined the Board Improvement Plan for the 2019-20 school year. The BIPSA focuses on student achievement. The senior team generated the input

provided and the BIPSA was shared with Principals to assist them with their school improvement plans. The Strategic plan is a Board plan for all departments.

Math Prime assessments are done in all grade levels Kindergarten to Grade 8.

Staff evaluations take place on 2 year cycle for non-union employees, SEIU is every five years the same as teachers. These evaluations will now be done online through mVal. It was noted the Principal complete evaluations for school staff, managers evaluate their staff, Senior Team evaluate Principals and the Director evaluates Superintendents and Managers.

PPM 162 was discussed regarding the requirements for schools to notify parents regarding the exemptions. The wording of the PPM will be used to create the policy and administrative procedure for Exemption from Instruction related to the Human Development and Sexual Health Expectations in The Ontario Curriculum: Health and Physical Education, Grades 1–8, 2019.

The Trustees requested an update on student attendance. Michelle Legacy, Attendance Counsellor, takes monthly stats and looks at trends. A monthly attendance program has been implemented in some schools and has helped encourage attendance. A presentation on Attendance will be brought to an upcoming Board meeting.

c. Leah Vanderwey, Superintendent of Education [Monthly Report](#)

NTIP (New Teacher Evaluation Program) programs are now 2-5 years. The NTIP budget is part of the GSN and must be used for NTIP only. Our Board received approx 60--65 thousand per year. Seven teachers came to orientation for this 2019-20 School Year. The NTIP mentoring web allows the two to five-year teachers to access system support.

Health & Physical Activity Program - Institute of Catholic Education has looked at the curriculum and ensured it aligns with Fully Alive. Topic 3 - will be updated by January 2020. The forms will be given to Principals at the upcoming Principal meeting and Principals will go over with staff. Parent letters will be sent home to ensure they are informed and aware of what is being taught.

Ms. Vanderwey showed Trustees “A Time for Change” resource that is being used in the schools. Colleen Sheriff, Indigenous Education Lead will present on the process of this resource in the new year.

3. System Support Team

- a. [Sister Stephanie Romiti, Faith Formation & Catholicity Coordinator](#)
- b. [Colleen Sheriff, Indigenous Education Lead](#)

Trustees asked about the Ontario Arts Council Grant Funding. Superior North Catholic District School Board received a \$20,000 grant to bring Indigenous Artists into our schools. The process for schools to access this funding will come out in proposal form. Each school will have an option to express an interest in this program.

- c. [Sarah Clowes, Technology Enabled Learning Teacher Contact](#)
- d. [Tracy Bryson, Positive Behaviour Support Lead](#)
- e. [Michelle Legacy, Attendance Counsellor](#)

Incentive program was discussed and the importance of inclusion of all students with this incentive program.

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

4. Finance

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

Grant Thornton was onsite for the audit of the 2018-19 Financial statements. These 2018-19 statements will be presented during the December Board meeting. An audit committee meeting will be held in late November. Financial team will be working on revised estimates that are due on December 13th.

- b. [Finance Report as of November 4, 2019](#)

Erika Bryson is the Transportation Officer for our Board.

5. Plant & Field Services

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

The substantial completion will be completed in the next couple weeks. We are well within project budget and we near completion. Moving company has been hired starting next Tuesday to move everything over from Simcoe Plaza.

Painting will be completed in Holy Angels, St. Joseph and St. Hilary school hallways and classrooms.

Ministry of Labour has been visiting our schools for inspections. The current focus of these visits is extension cords and ladders. A good educational process for everyone to ensure we are compliant.

b. [VIP Benchmarking Report](#)

Reports to the Ministry of Education on our behalf. 5-year improvement plan A Benchmarking report was presented to the Trustees by Mr. Biggs. This report included annual energy cost savings, energy consumptions and energy intensity.

Resolution #69/19

Moved by Trustee Jean

Seconded by Trustee Marline

THAT the Board proceeds with the sole source Thermal Building Automation quote of \$98,300 for the control system replacement at Our Lady of Lourdes.

Carried.

Disposal of the Catholic Education Centre on Simcoe Plaza process was discussed. This will be a 2-4 month process to ensure all the files are out and archived at Holy Angels Catholic School. Limited access will be allowed in the building after it is vacant.

Disposal of surplus furniture was discussed. The process will be followed according to our policy.

Emergency evacuation for the new Catholic Education Centre is to be redone and they should be in place next week.

6. Information Technology

a. Mr. Billy Luby - Information Technology Monthly Report

An estimate of costs to run wireless into schools is 105,000 and the ongoing 1400-2400 per month for fibre internet connection. A cost from Northern Rural Net (NRL) came back at \$13,000 and \$800 per month after that. Quotes were signed off last week. A wireless temporary feed at the same speeds will be used until Fibre can be run in the spring.

Committee of the Whole

Resolution #70/19

Moved by Trustee Ilijow

Seconded by Trustee Wawia

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 #71/19

Moved by Trustee McParland

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.

Matters Requiring Decision or Action

1. Policies and Procedures

Resolution #72/19

Moved by Trustee Ilijow

Seconded by Trustee McPherson

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

1. [P-GL 101 Policy Development](#)
2. [P-GL 105 Strategic Plan, Mission, Vision, and Values](#)

3.0 Vision will be amended.

3. [P-ES 312 Violence In The Workplace](#)
4. [AP-ES 312 Violence in the Workplace](#)
5. [AP-F 404 Purchasing](#)

6. [AP-F 405 Travel Expenses](#)

Carried.

Moving forward changes to each policy and/or administrative procedure will be highlighted at the Board meetings prior to approval.

Resolution #73/19

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

Moved by Trustee Jean

Seconded by Trustee Wawia

7. [AP GL 101 Policy Development](#)

8. [P-CP 215 Exemption From Instruction Related to Human Development and Sexual Health Expectations](#)

9. [AP-CP 215 Exemption From Instruction Related to Human Development and Sexual Health Expectations](#)

Carried.

Mrs. Mounayer and the Policy Committee discussed the amendments and will make the amendments are required.

Discussion and Informational Items

1. 2019-2020 Trustee Seminars Conferences

- [OCSTA Catholic Trustees Seminar](#) – January 17-18, 2020 - Delta Hotels by Marriott Toronto Airport Trustees attending will be Marino, Wawia , Jean and McCorry with Maria Vasanelli. Trustee McParland will confirm. Deana will follow-up with Trustee Monks on attendance. Travel arrangements will be made.

2. Gift exchange for Trustees in December capped at \$20.00.

Closing Prayer

[Prayer for Safe Travel](#)

Adjournment

Recommendation to adjourn at

- THAT we do now adjourn at 4:17 p.m.