



January 13, 2020

Catholic Education Centre,
Terrace Bay, ON

Board Meeting Minutes

Attendance

Trustees:

- Judy Wawia, Chair of the Board
- Amanda Monks, Vice-Chair of the Board
- Marline Ilijow
- Shirley Jean
- Kristy Lachance
- Chereyl Marino
- Hugh McCorry
- Lawrence McParland
- Lilliana McPherson

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

- Valerie Nakani, Human Resources Manager
- George Scott, Finance Manager
- Daniel Mulligan, Assistant Finance Manager

Recorder:

- Deana Figliomeni, Executive Administrative Assistant & Communications Officer

1. Opening Prayer

The meeting began at 12:30 pm with Trustee Wawia in the Chair. Opening prayer, the School Board Mission Statement was recited by all and the Identification of Ancestral Territories for Speaking Engagements was read by Trustee Wawia.

2. Approval of Agenda

Resolution #1/2020

Moved by Trustee Jean

Seconded by Trustee McPherson

THAT the agenda for Board meeting #1/20 being held on January 13, 2020, be accepted as amended.

Carried.

All Present.

3. Approval of Minutes

Resolution #2/2020

Moved by Trustee Marino

Seconded by Trustee Ilijow

THAT the [minutes for the Board Meeting #12/19 held December 9, 2019](#), be accepted as received.

Carried.

4. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

5. Presentations

- a. Sarah Clowes, Technology Enabled Learning Teacher

Presentation postponed due to OECTA job action that began Monday, January 13, 2020.

- b. Ms. Terri Harmer, Principal, Holy Saviour Catholic School

- i. Mrs. Vasaenlli introduced Mrs. Harmer to the Trustees. Mrs. Harmer's presentation highlighted the initiatives and programs that are occurring at Holy Saviour Catholic School. Trustee Wawia thanked Mrs. Harmer for her presentation and for showcasing the unique and wonderful initiatives that are happening in her school. Mrs. Vasanelli highlighted how wonderful it was to see that every department collaboration and community engagement is key to the success of a school.

6. Reports

- a. **Student Achievement**

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

Kindergarten Registration Week is January 20-24, 2020. The chosen dates allow for families to get into schools, meet the teacher and principal and get formally registered.

Exclusions - a sample letter created for students who may require exclusion was given to Trustees to inform them what the process for a student exclusion would look like for families and schools. Parents have the opportunity to appeal to an exclusion. An appeal would go to all the Board of Trustees. An appeal has to be heard within 15 days from the appeal being requested by a family. The process is a fully collaborative process between the Principal and Superintendent.

PPM 145: Progressive Discipline and Promoting Positive Student Behaviour, October 2018 has certain parameters to follow as to when and expulsion can be put in place. Following the Education Act, Reg 310. The principal will do all work in suspension, expulsion or exclusion.

Exclusion takes place for the safety of pupils and staff in the classroom. Being able to provide students with professional assistance eg. anger management program for students to support them to return to the classroom. All pieces have to be put back in place in order for a student to come back to school. Exclusions can be for a short or a long period of time - depending on child and parent. Education is provided to the student during an exclusion - this can be done by home instruction or it can be picked up at the end of the day to be done at school. Required to keep our employees and students safe. A mock appeal session will be planned for Trustees for both the hearing of expulsion and exclusion. The question was asked if the hearing is done at the Board office or if all Trustees go to a community where the expulsion takes place. Senior Team will look further into this.

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

Discussion on the feedback of Zoom rooms. Feedback has been positive with opportunities for everyone to take part.

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

School Climate Survey

Strengths and the next steps. This survey is done every two years - results are from the spring of last year. Across the Board, all students feel safe and accepted at school. The next step will be to provide more activities at the school level to teach about bullying, peer to peer relationships, communication team building activities and leadership opportunities. Students feel safe with adults but do not have peer relationships.

Computers were available at the school during the completion of the parent survey. The next steps will be to encourage higher participation and be more creative to get parents' responses. A suggestion was for it to be done during parent-teacher interviews. A suggestion for it to be administered in February may be better for a better response.

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

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

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

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

Experiential learning programs - currently 21 programs as part of the learning piece. Experiential proposals were similar to TLLP (Teacher Leadership Learning Program) that. Every school has at least one program. Holy Angels will be part of Old Fort William - for canoeing, you need a grade 5 certificate. Additional money will be received for Holy Angels to get to Marathon to take down the barrier and allow students to get swimming requirements to participate in the canoeing activity.

Discussion around Native as a Second Language Teachers. It is important to support the teachers when teaching the language component. Currently, we have Native as a Second Language in all schools except St. Martin Catholic School in Terrace Bay. The culture camp was successful for those students who attended. Trustees would like to see all students attend these events in the future as it was a cultural opportunity.

Culture Sensitivity Training will be delivered to Principals monthly during their Principal meetings. Principals will then take the learning back to their schools. It was clarified this training is different than walk a mile.

b. Finance - [Mr. George Scott, Manager of Finance](#)

The monthly financial report was reviewed with Trustees. Finance noted they will now focus on Departmental goals in the upcoming months.

Mr. Scott noted he continues to work with the Transportation Consortium to create a better breakdown of bussing costs and billing. Question was asked regarding the cancelling of busses during inclement weather and it was noted the bussing consortium is the one who cancels the buses during inclement weather. The Director then makes the decision if the school remains open during inclement weather based on safety issues. Ms. Vasanelli noted the safety of our students and staff are the primary focus when these decisions are being made.

An updated invoice has been sent to Ginoogaming First Nation regarding outstanding Tuition Fees.

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

Mr. Biggs updated Trustees on the current work being completed in our nine schools.

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

Mr. Luby updated Trustees on the current work being completed in the Information Technology Department.

7. Committee of the Whole

Resolution #3/2020

Moved by Trustee Monks

Seconded by Trustee Jean

THAT we resolve into Committee of the Whole with Trustee Wawia 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 #4/2020

Moved by Trustee McParland

Seconded by Trustee McCorry

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.

8. Decision and Action Items

Resolution #5/2020

Moved by Trustee McPherson

Seconded by Trustee Lachance

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

1. [P-HR 518](#) Performance Appraisal of Non-Union Staff
[AP-HR 518](#) Performance Appraisal of Non-Union Staff

Amendment: Under 2.0 Role of Human Resources, there are two 2.5.

2. [P-HR 507](#) Criminal Background Checks

[AP-HR 507](#) Criminal Background Checks

Amendment: Section 5.1 Non-Compliance will be amended to thirty (30) working days instead of twenty (20).

3. [P-O 614](#) Capital Construction Change Orders

[AP-O 614](#) Capital Construction Change Orders

4. [P-O 609](#) Transportation

[AP-O 609](#) Transportation

5. [P-O 607](#) School Playground Equipment

[AP-O 607](#) School Playground Equipment

Amendment: 2.1.5 a and b should be bullets, the form is the old logo. R.Mounayer is working on getting the new Daily Visual inspection form with the new logo.

Carried.

9. Information and Discussion Items

a. Removal of Policy and Administrative Procedure - Operations 608 - Student Transportation by Staff or Other

i. [P-O 608](#) Student Transportation by Staff or Other

ii. [AP-O 608](#) Student Transportation by Staff or Other

This policy was removed due to liability reasons. The preference is that a third party such as bus companies are hired to transport students so the liability is not on the teacher or the Board. If no transportation is provided, parents will be asked to drop students off at the event. A policy section is brought up at all Board meetings to inform Principals of these changes to the policies. The understanding is that Policies and Administrative Procedures are shared at a staff meeting. A reminder will be sent to Principals by the Superintendent to ensure that Policies and Administrative Procedures are being brought to the regular staff meetings.

b. [OCSTA MEMO: List of Integrity Commissioners](#)

- c. OCSTA Business Seminar - April 30, 2020, 10:30 am – 3:00 pm, Fairmont Château Laurier, Ottawa, ON
 - i. [Preliminary Program](#)

 - d. OCSTA 90th Annual General Meeting & Conference - April 30-May 2, 2020, Fairmont Château Laurier, Ottawa, ON
 - i. [Preliminary Program](#)
- *The deadline for early-bird registration is March 20, 2020. The hotel booking deadline is March 31, 2020.
- e. OCSTA Deadline Dates to Remember
 - i. **January 17, 2020**, 12:00 pm (EST) Deadline for Trustee Award of Merit nominations. [Memo & Nomination Form](#)

Trustees are asked to send in any nominations to D. Figliomeni by January 15, 2020.

- ii. **January 31, 2020**, 12:00 pm (EST) Deadline for receipt of [Annual General Meeting Resolutions](#) from Boards.

- iii. **April 9, 2020**, 9:00 am (EST) Deadline for Nominations: OCSTA [President](#), [Vice-President](#) and [Representative](#) to the CCSTA Board of Directors

- iv. **April 29, 2020**, 8:40 am (EST) Deadline for receipt of [Proxy Forms](#) at the OCSTA office.

- v. **May 1, 2020** 9:00 am (EST) All proxy badges must be collected from the OCSTA Registration Desk. Proxies not collected by the deadline will be deemed invalid.

These timelines were shared with Trustees for informational purposes.

- f. [SNCD SB Organizational Chart](#)

- g. [SNCD SB Portfolio Organizational Chart](#)

The updated Superior North Catholic District School Board organizational chart and portfolio distribution was shared with Trustees.

- h. OCSTA Short Video Contest Submission from St. Hilary Catholic School

- i. [Igniting Hope By Abigail And Kali - St. Hilary Catholic School](#)
- ii. [Igniting Hope by Nolan, Cody, Ryder](#)

The Short Video Contest Submissions for the OCSTA Short Video Contest were shown to Trustees. The three videos submitted by our schools were not chosen as semi-finalists for this year's contest. The videos were enjoyed by Trustees and can be found on our Board YouTube channel.

10. Closing Prayer and Adjournment

- a. [Prayer for Safe Travel](#)

Moved that the Superior North Catholic District School Board meeting on Monday, January 13, 2020, adjourned at 4:33 pm.

Originally signed by

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Judy Wawia,
Chair of the Board

Maria Vasanelli,
Director of Education