

**MINUTES OF BOARD MEETING #8/11
HELD WEDNESDAY, JUNE 22, 2011
12:30 P.M. BOARD OFFICE**

PRESENT: Trustee: Sharon Arsenault, Chair
Carol Barnes
Shirley Dunville
Marline Ilijow
Hugh McCorry
Bill McKay
Lawrence McParland
Artur Szczepaniak
Judy Wawia

Administration: Val Pichette
Scott Adams
Mary Anne Baker
Dan Bourgeault
Tina Visintin

Guest: Kevin Debnam

Recorder: Colleen Winters

OPENING PRAYER

The meeting commenced at 12:30 p.m. with the opening prayer, 'This Moment of Promise' and was followed with reading the Board's Vision Statement. Trustee McParland has volunteered to provide the prayer for future meetings, which will be in conjunction with the virtues calendar being prepared for the schools.

APPROVAL OF AGENDA

Resolution #52/11

Moved By: Trustee Ilijow
Seconded By: Trustee Barnes

THAT the agenda for Board Meeting #8/11 being held on Wednesday, June 22, 2011 be accepted as amended.

CARRIED

APPROVAL OF MINUTES

Resolution #53/11

Moved By: Trustee McCorry
Seconded By: Trustee Dunville

THAT the minutes for Board Meeting #7/11 held May 7, 2011, be accepted as presented.

CARRIED

DECLARATION OF PECUNIARY INTEREST

There were no declarations of any pecuniary interest from the Board members.

PRESENTATIONS

1) Strategic Planning

Mr. Kevin Debnam, the facilitator of the Strategic Planning session held on May 27th and 28th, attended the meeting to present the final plan to the Board of Trustees. Mr. Debnam provided an overview of the strategic planning process, his observations, the five pillars of the organization and the results. A Board Strategic Direction information folder was given to each Trustee. Senior administrators will begin preparing an implementation plan to be approved by the Board of Trustees, that will be phased in over the next three years (2011-2014).

2) Compass For Success

Resolution #54/11

Moved By: Trustee Szczepaniak
Seconded By: Trustee Ilijow

THAT the Superior North Catholic District School Board agrees that the NYC Consortium incorporates as a non-profit corporation to be called Compass For Success.

CARRIED

Ms. Diane Findlay, the Project Manager responsible for the NOEL/York Collaboration through the NOEL group, presented a video explaining the structure of the Compass For Success corporation. Ms. Findlay joined the meeting through teleconferencing and was able to respond to any questions the Trustees had regarding this initiative. She confirmed that legal advice and support has been sought throughout this process and as a result, all NOEL Boards must approve separate resolutions to support the Compass For Success. Two NOEL Directors and two York Region Directors will lead the non-profit corporation and there will be no additional costs to our Board.

3) Director of Education

- Aboriginal Education - Mrs. Pichette noted that two Aboriginal initiatives this year, involve students writing books. Samples of books were shared with the Trustees. Published books will be available for September, for all schools. The Elder/Senator protocol is underway and will be available for September, as will the Handbook for Parents. The Aboriginal Education Advisory Committee has met several times and has established the system's focus for the upcoming school year. The Ministry has not yet informed us of the deadline date for proposed funding projects. Native Language teachers have had opportunities to network with other NL teachers both within and outside of our Board.

- Parent Engagement - Interested parents have attended CPIC and OAPCE conferences/sessions this year. In addition, several resources have been shared with school council members.
- Friends & Advocates of Catholic Education (FACE) - A board team attended the ICE Symposium in May, 'Living Our Legacy'. The last meeting for this school year was held on June 9th.
- Faith Ambassadors - They have met twice this year and have received numerous resources to support this initiative. In addition, school calendars that list a virtue each month are being published; a set of Liturgical tablecloths will be provided for each school; prayer centres will be established in each classroom; and administration is considering setting up a 'faith blog' on our Board web site. Support for PLC's on adult faith formation and integrating Catholic values across the curriculum will be provided.

4) Superintendent of Education

- Board Improvement Plan - Mrs. Baker reported that Leah Vanderway and Lise Haman from the Literacy/Numeracy Secretariat attended the planning meeting. Minor changes to this year's plan, will be incorporated next year. Student work will be brought to each Leadership Forum, as evidence that student achievement is improving.
- Emotional Intelligence Training - Mrs. Baker and others attended this training session, which will allow aspiring and current leaders to enhance their personal and professional development in this area.
- Student Work Study Teacher - Staff have suggested that Special Education Resource Teachers and Educational Assistants should be trained in SWST. This will assist them in determining what is blocking special needs children from learning.
- Leading Lights - The staff members who will be exemplary classroom models, will make a conscious effort to model Catholicity at all times when principals and teachers observe the good practices in their classrooms.

5) Acting Assistant To The Director

- Special Education - Mrs. Visintin and Special Education Resource Teachers attended a session with a representative from North of Superior Programs. An overview of the document 'Making A Difference' was discussed. Attendees reviewed support services available now and a crisis response pamphlet will be drafted during the summer months. All schools will have access to the 'Second Step Social Program' next year, which is being promoted through the North of Superiors Program. A police protocol is being developed and Mrs. Visintin has scheduled meetings to meet with key partners before a system-wide policy is brought to the Board for approval.

6) Manager of Operations

- Capital & Energy Efficiency Projects - Mr. Bourgeault provided a list of school projects scheduled to be completed during the summer months.
- Snow Removal - There is 11% of the contractual services budget remaining at this time. However, these funds will cover both snow removal and grass cutting costs at the schools.

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- Photovoltaic - The successful contractor for this project was Solar Logix and they will begin work soon. Mr. Bourgeault has verified with Ontario Hydro that this system can be linked into their electrical grid.
- OSBIE Audit - While reviewing the audit report, Mr. Bourgeault noticed that the percentage of the electrical maintenance was too low. This has since been rectified and we will be at 100%.
- Annual Lead Testing - Mr. Bourgeault will make arrangements to have another set of taps changed at Our Lady of Fatima School, to ensure low lead testing results continue.
- Sink Hole - Safety precautions are in place at Holy Saviour School (ie. fenced off), where a sink hole was discovered in the yard. Arrangements will be made to have the hole filled in with gravel and the area will be monitored.
- Utility Consumption Database - Mr. Bourgeault gave a demonstration on how to access data on our schools' energy consumption. It was noted that St. Hilary School's electrical consumption is slightly higher this year as an air conditioning unit was installed. Mr. Bourgeault commented that even just changing T12 light bulbs to T8's, will make a big difference in electricity consumption at the schools. When all of the data has been collected for the end of this school year, Mr. Bourgeault will share the results at a future board meeting.

7) Manager of Finance

- Financial Report - Mr. Adams presented the financial summary as of June 14, 2011. There is 37% remaining in the budget; 19% remaining in revenue; and 18% remaining in expenditures; with a grand total of 18% of the overall budget remaining.
- Kids Korral Day Care Update - As requested by the Board of Trustees, Mr. Adams presented a summary of the day care's financial status with the Board. Trustees were very pleased that the day care is current with their rent payments.
- 27 Pay Periods In 2011-2012 - Every 11 years, there are 27 pay periods instead of 26. Ten month employees, teachers and educational assistants receive pay for the actual number of teaching days and are not affected. Twelve month SEIU employees are paid hourly and will be paid for the additional two weeks. Other salaried employees may feel disadvantaged by this anomaly. This matter will be discussed further, after the budget has been finalized.
- Accommodation Needs Report

Resolution #55/11

Moved By: Trustee Dunville
Seconded By: Trustee McParland

THAT the Board follows the recommendations of the Director in the Annual Accommodation Needs Report and that no accommodation reviews be recommended for the 2011-2012 school year.

CARRIED

In accordance with regulations, each year the Director reviews the student enrolment numbers in each school, to determine if the Board should consider closing a facility.

COMMITTEE OF THE WHOLE

Resolution #56/11

Moved By: Trustee Ilijow
Seconded By: Trustee McCorry

THAT we resolve into Committee of the Whole with Trustee Arsenault 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 #57/11

Moved By: Trustee McCorry
Seconded By: Trustee Wawia

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.

THAT the Board approves Dominique Wielgosch-Budgell's request for an unpaid leave of absence from her full-time teaching position at Our Lady of Lourdes School, for the 2011-2012 school year.

THAT the Board approves Rob Fenton's request for a half-time Parental Leave from his full-time teaching position at Holy Angels School, effective September 1, 2011 to September 30, 2011. The Board also approves Mr. Fenton's request to extend his half-time Parental Leave from October 1, 2011 to February 3, 2012.

THAT the Board approves the appointment of Dyann Kreps as full-time Acting Administrator at Holy Angels School, effective August 25, 2011 to October 20, 2011.

THAT the Board approves the appointment of Betty-Jane Roman-Mercier as Principal of St. Hilary School with half-time teaching responsibilities, effective August 25, 2011.

THAT the Board approves Denise Hogue's assignment as a full-time Special Assignment Teacher (IT), effective September 1, 2011.

THAT the Board approves Kim Figliomeni's increase to a full-time position as a Math Coach/Student Work Study Teacher, effective September 1, 2011.

THAT the Board approves hiring Nicole Fauvelle as a full-time occasional teacher at St. Brigid School, effective June 6, 2011 to June 29, 2011. This appointment is approved with the understanding that the Ministry of Education will authorize a Letter of Permission for Ms. Fauvelle.

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THAT the Board approves extending Ceci Vasoff's full-time occasional teaching position at Holy Angels School, until June 29, 2011.

THAT the Board approves hiring Sarah Traintinger as a full-time occasional teacher at St. Edward School, effective September 1, 2011 to October 20, 2011.

THAT the Board approves hiring Aaron Baker as a half-time occasional teacher at Holy Saviour School, effective September 1, 2011 to June 30, 2012.

THAT the Board approves the following teachers to be added to the occasional teaching list:

Malori Turner	-	Nipigon/Red Rock (Pending OCT Certification)
Mary Ellen Roy	-	Nipigon/Red Rock (Pending OCT Certification)
Joseph Desroches	-	Nipigon/Red Rock (Pending OCT Certification)
Jenna Garbo	-	Geraldton/Longlac/Nipigon/Red Rock
Maria Macgillivray	-	Geraldton

THAT the Board approves hiring Coral Cloutier as a full-time occasional teacher at St. Brigid School, effective September 1, 2011 to June 27, 2012.

THAT the Board approves increasing Shelley Foulds' Educational Assistant position at St. Hilary School to full-time, effective September 1, 2011.

CARRIED

MATTERS REQUIRING DECISION OR ACTION

1) Board Policies

Resolution #58/11

Moved By: Trustee Barnes
Seconded By: Trustee McCorry

THAT the Board approves the following revised policies and administrative regulations for distribution:

V100	Strategic Plan/Mission/Vision/Values
V106/AR106	Educational Excursions & Day Field Trips
V112/AR112	Occupational Health & Safety
V115/AR115	Dress Code/School Uniforms
V127/AR127	Employment Equity
V132/AR132	Working Alone Policy
EL407/AR407	Community Use of Schools
EL411/AR411	Modified Work Program

CARRIED

Resolution #59/11

Moved By: Trustee Barnes
Seconded By: Trustee Dunville

THAT the Board approves the following revised policies and administrative regulations for distribution and input from stakeholders:

V107/AR107 Catholic School Councils And The Catholic Parent Involvement Committee
BSR300/AR300 Performance Appraisal of Support Staff Personnel

CARRIED

Resolution #60/11

Moved By: Trustee Ilijow
Seconded By: Trustee Wawia

THAT the Board approves deleting Administrative Regulation 203 'Trustee Services' from the Board Policy and Procedures Manual.

CARRIED

Resolution #61/11

Moved By: Trustee Ilijow
Seconded By: Trustee Barnes

THAT the Board approves the following new policies and administrative regulations for distribution:

GP203/AR203 Policy Development
BSR309/AR309 Performance Appraisal of Occasional Teachers

CARRIED

DISCUSSION ITEMS

1) 49th Annual Diocesan Conference

The Diocesan conference will be held in Thunder Bay on September 30th and October 1st. Trustees, principals and school council chairs will be invited to attend. A block of rooms will be reserved at the Valhalla Inn for participants.

2) CCSTA

- June 2011 Conference Update - Trustees Wawia, Ilijow and McCorry attended the conference held in Regina and reported that they were disappointed with the arrangements. They felt there was too much unscheduled time, there was no Mass and there were no children involved. Unfortunately, CCSTA does not provide a satisfaction survey to those who attend.

- 2012 Planned Conference - The 2012 CCSTA conference is scheduled to take place in Sudbury from June 7th to the 9th. Accommodations have been booked for three participants. Registration forms for the conference are not available at this time.

3) High School Religion Course

Regrettably we have only received a few registration forms for the high school religion course Superior North was offering in our communities. Administration will consider offering this course again for the second semester of the 2011-2012 school year and will investigate the possibility of offering it as an e-learning course.

4) Board By-Laws

Trustees were requested to review the preliminary revisions to the current by-laws and to return their suggestions to the board office, no later than June 30th. Another draft will be brought to the Trustees for their review, in the fall.

5) Date/Place of September Board Meeting/Retreat

It was confirmed that Trustees will attend a retreat on September 13th and a board meeting on September 12th. Our principals will attend the same retreat on the 13th and have their Leadership Forum the day after, on September 14th. The retreat will be held in Terrace Bay and further details will be shared, as they become confirmed.

INFORMATION ITEMS


- 1) OCSTA
 - 2012 Catholic Education Week Theme
 - Catholic School Student Support
 - Letter From Archbishop Thomas Collins
 - Ongoing Trustee Professional Development
 - Intervener At Supreme Court of Canada
 - Catholic District School Board of Eastern Ontario
- 2) London Catholic District School Board Letter
- 3) Aboriginal and Métis Student Books

ADJOURNMENT

THAT we do now adjourn at 4:30 p.m.



Chair of the Board



Secretary of the Board