

**MINUTES OF BOARD MEETING  
#6/11 HELD MONDAY, APRIL 11, 2011  
12:30 P.M., BOARD OFFICE**

PRESENT:                   Trustee: Sharon Arsenault, Chair  
                                  Carol Barnes  
                                  Shirley Dunville (via teleconference)  
                                  Marline Ilijow  
                                  Hugh McCorry  
                                  Bill McKay  
                                  Lawrence McParland (via teleconference)  
                                  Judy Wawia

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

ABSENT:                   Trustee: Art Szczepaniak (Excused Absence)

                                  Recorder: Colleen Winters

**OPENING PRAYER**

The meeting commenced at 12:44 p.m. with the opening prayer 'The Spirit of Gratitude', led by Trustee Wawia. This was followed with a reading of the Board's Mission Statement.

**APPROVAL OF AGENDA**

Resolution #35/11

Moved By:           Trustee Ilijow  
Seconded By:       Trustee McCorry

THAT the agenda for Board Meeting #6/11 being held on Monday, April 11, 2011 be accepted as amended.

CARRIED

Resolution #36/11

Moved By:           Trustee Wawia  
Seconded By:       Trustee Ilijow

THAT the Board acknowledges and accepts the excused absence of Trustee Szczepaniak from attending Board Meeting #6/11 held April 11, 2011.

CARRIED

**APPROVAL OF MINUTES**

Resolution #37/11

Moved By: Trustee McKay  
Seconded By: Trustee McCorry

THAT the minutes for Board Meeting #4/11 held March 21, 2011, be accepted as presented.

CARRIED

Resolution #38/11

Moved By: Trustee McCorry  
Seconded By: Trustee Barnes

THAT the minutes for Special Board Meeting #5/11 held April 3, 2011, be accepted as presented.

CARRIED

**DECLARATION OF PECUNIARY INTEREST**

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

**PRESENTATIONS**

**1) Superintendent of Education**

- Student Work Study Teacher Project - Annick DeMars is the SWST teacher, alternating her visits between Holy Saviour and Our Lady of Lourdes School.
- Board Leadership Development Strategy - Three different sessions are planned through NOEL and a Board team has been established. The team members will also be participating in other regional components.
- School Effectiveness Framework - Schools will be using the book 'Auditing Our Catholic Schools' as a guideline. As an example, Mrs. Baker used the section 'infusing Catholic values into the Curriculum' from this excellent resource. Schools will identify one or two ideas as their focus. Trustees requested a copy of the 28 items listed, for the next meeting.

**2) Acting Assistant To The Director**

- MISA - Mrs. Visintin reported that St. Edward School is the pilot school for using an electronic data wall to track student achievement. St. Edward will support the other schools in the use of the data wall in the 2011-2012 school year.
- Growing Success - The resource 'Reporting Student Learning: Guidelines for Effective Teacher-Parent-Student Communication', will be provided to the teaching staff. Parents will be provided with a similar resource that will assist them in understanding how to interpret the new report cards.

- Student Success - 'Hello Workshops' are scheduled for students from Grade 6 to 8 in April. These sessions will assist in building a positive school climate. Workshops will take place in Terrace Bay, Nipigon and Longlac.
- Leading Student Achievement Project - A followup session will take place in April on the development of a plan for the Principal Learning Team.

**3) Manager of Finance**

- Financial Report - Mr. Adams provided the financial summary as of April 1, 2011. Usually, 38-41% of the budget should be remaining at this time of the school year. We are at 45% but some expenditures have not been recorded yet. Mr. Adams confirmed that we are waiting for tax revenue from the municipalities of Manitowadge and Dorion.
- Promethean (Interactive) Boards - Planning Remaining Purchases - Mr. Adams provided the Trustees with a summary of planned Promethean Board purchases. Each classroom will have its own board by the end of the 2011-2012 school year. In addition, the IT team will be meeting soon to determine if SMART Interactive Tables should be purchased for other schools. At this time, Holy Saviour School has one board in the kindergarten classroom.
- GSN Highlights/Education Funding For 2011-2012 - Mr. Adams provided comments on the Grants for Students Needs document published by the Ministry. Some increases have been provided by the Ministry, capital funding is being reinstated and some restraints are continued in the model. NOEL member boards are gathering data on how these highlights will affect Board budgets. In addition to funding for computers, other items noted by Mr. Adams where the Board will experience decreases are: transportation, staff development and the compensation restraint. However, we will receive a 1.4% increase in total funding.
- EPO Grants - The Board will receive \$286,973 for various education programs, other than through the GSN's. This list was shared with the Trustees. Trustee McKay inquired as to what special education training is being provided to our Educational Assistants and Teachers. It was confirmed by Mrs. Visintin that staff are receiving professional training through the ABA grant and this will assist them in identifying and working with special needs children.
- Debenture - Mr. Adams noted that the Board's original capital debenture was paid off as of yesterday.
- Projected Funding For 2011-2012 - Trustees were provided with a summary of the Grants for Operating and Other Purposes. New guidelines regarding transportation provider contracts have been implemented by the Ministry. As noted at an earlier meeting, this has resulted in the local bus provider losing the contract for Nipigon and Red Rock. Mr. Adams provided a news article from the Thunder Bay paper, where he was quoted on the impact of this new mandate. In addition, concerned local operators have written to Michael Gravelle, MPP.

**4) Manager of Operations**

- Capital Renewal/Energy - Tenders close tomorrow for the Holy Angels HVAC project. The results will be shared at the May board meeting. Mr. Bourgeault provided a binder with pictures of the photovoltaic project at Our Lady of Lourdes School. Before we proceed with similar projects at our other schools, Mr. Bourgeault wants to ensure that this project is truly energy and cost efficient.
- OSBIE Audit - Mr. Bourgeault noted that there were no serious items identified during the audit and the results will be shared at the May board meeting.
- Marathon Offices - Aurores boreales has drawn up plans to renovate and relocate their French administrative offices. This will result in some refreshing of Holy Saviour's administrative offices.

**COMMITTEE OF THE WHOLE**

Resolution #39/11

Moved By: Trustee Wawia  
Seconded By: Trustee Ilijow

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 #40/11

Moved By: Trustee Ilijow  
Seconded By: Trustee McParland

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 accepts Claire Richard's notice of retirement and resignation as Principal of St. Hilary School, effective July 1, 2011, with regret.

THAT the Board approves hiring David Leslie as a full-time occasional teacher at St. Edward School, effective March 24, 2011.

THAT the Board approves the following teacher to be added to the occasional teaching list: Samuel Metteer - Nipigon/Red Rock

CARRIED

**MATTERS REQUIRING DECISION OR ACTION**

1) **Board Policies**

Resolution #41/11

Moved By: Trustee Dunville  
Seconded By: Trustee Wawia

THAT the Board approves the following **revised** policies and administrative regulations for distribution: **V104/AR104 Hiring**  
**EL402/AR402 Selection & Appointment of Principals**

CARRIED

Resolution #42/11

Moved By: Trustee Barnes  
Seconded By: Trustee McCorry

THAT the Board approves the following **draft** policy and administrative regulation for distribution: **BSR309/AR309 Performance Appraisal of Occasional Teachers**

CARRIED

Mrs. Baker explained that this new policy will assist administration in ensuring that we have effective personnel in our teaching positions. A discussion was held on how we are currently supporting our occasional teachers through a transition process.

2) **Celebration of Excellence**

Resolution #43/11

Moved By: Trustee McParland  
Seconded By: Trustee Wawia

THAT the Board approves May-Lou Gutierrez being given the Service In Catholic Education Award, 2011 and Dauphine Campbell being given the Award of Merit, 2011.

CARRIED

Trustees would like to encourage all schools to make an effort to nominate worthy candidates for these awards. It was suggested that perhaps a template could be drafted up by administration and shared with the schools, to make the nomination process simpler.

**INFORMATION ITEMS**

1) **ICE Symposium May 15-16th**

Arrangements have been made for a team of six to attend this event in Toronto. This will be an intensive workshop and a FACE committee meeting will be scheduled shortly afterwards, to discuss our next steps to promote Catholicity within our district.

2) **OCSTA**

- 2011 AGM & Conference Resolutions - A list of proposed resolutions was shared with the Trustees for their consideration before attending the conference on April 28<sup>th</sup>.
- Final Nominations Report - OCSTA has provided the final list of nominations for the Regional Director positions.
- Update on Equity and Inclusive Education Strategy - The Chair and the Director will be participating on a teleconference called by OCSTA on this topic. In addition, Boards are receiving correspondence from the public.
- Update: Development of Tuition Agreement Guide - On May 4<sup>th</sup>, the Director, Trustee Wawia and Mr. Adams will be attending our regional session. The sessions are planned to discuss the Draft Tuition Agreement Guide.
- Intervenor Status: Quebec Cases - Catholic parents in the province of Quebec want their children exempt from the Ministry mandated 'Ethics and Religion' program. A coalition of Trustee Associations has been granted Intervenor Status on their behalf and the case will be heard in the Supreme Court of Canada on May 18<sup>th</sup>.

3) **Ministry - Food Safety Practices In Schools**

Ministry guidelines on what types of food and beverage should be offered at schools and how the food should be prepared and stored, have been shared with our schools.

4) **Acknowledgements Re Funerals (ie. Mass cards)**

It was decided that Mrs. Pichette and Mrs. Visintin, will prepare a draft protocol for the May Board Meeting.

5) **Next Board Meeting**

The board meeting originally scheduled for May 9<sup>th</sup> has been moved to Saturday, May 7<sup>th</sup> in Marathon. Participants will be served a working lunch at 12:00 noon and then from the meeting, will move onto the Celebration of Excellence banquet.

**ADJOURNMENT**

THAT we do now adjourn at 3:02 p.m.

  
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Chair of the Board

  
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Secretary of the Board