



June 21, 2022, 10:00 am

Zoom/Catholic Education Centre

Board Meeting Minutes

1. Opening Prayer and Acknowledgment

Prayer was read by Trustee Wawia.

At the end of this school year, we give thanks to God

For all the teaching and learning that has taken place in our schools, both in and out of the classrooms; For the talents and gifts that have been shared and the challenges that have been faced; For the burdens that have been lifted and the hurts that have been healed; For the respect and care that has been given.

We give thanks for the friendships that have just begun and for those that have grown.

For the faith that has been lived in our daily struggles; For the hope that has lifted our hearts on the dark days; And for the love that has kept us going.

We ask you Lord

Bless our students and our families as we take our holidays, may our time together leave us with memories to cherish. Pour out your love on us so that we may return renewed and refreshed to continue our journey together.

We make this prayer through Christ our Lord. Amen

Acknowledgement was read by Trustee Monks.

We would like to begin by acknowledging that the land on which we gather today is the ancestral lands and waterways of the Anishinaabe and the Métis. We wish to recognize and show respect to the long history and contributions of the First Nations, Métis and Inuit Peoples of Canada.

2. Approval of Agenda

Resolution #47/22

Moved by Trustee Jean

Seconded by Trustee McPherson

THAT the agenda for the Board meeting #6/22 being held on June 21, 2022, be accepted as received.

Carried.

Resolution #48/22

Moved by Trustee McParland

Seconded by Trustee Monks

THAT the Board acknowledges and accepts the excused absence of Trustee McCorry from attending Board Meeting #6/22 held June 21, 2022.

Carried.

3. Roll Call

Trustees:

- Judy Wawia, Chair of the Board
- Amanda Monks, Vice-Chair of the Board
- Shirley Jean
- Chereyl Marino
- Hugh McCorry (Excused Absence)
- Lawrence McParland
- Lilliana McPherson
- Bill Harmon

Administration:

- Maria Vasanelli, Director of Education
- George Scott, Finance Manager
- Barry Biggs, Manager of Plant & Field Services Manager

- Billy Luby, Information Technology Manager
- Paul Tsekouras, Superintendent of Education
- Kerry Desjardins, Superintendent of Education
- Valerie Nakani, Manager of Human Resources

Guests:

- Terri Harmer, Principal, Holy Saviour Catholic School

Recorder:

- Deana Figliomeni, Executive Administrative Assistant & Communications Officer

4. Approval of Minutes

Resolution #49/22

Moved by Trustee Harmon

Seconded by Trustee Jean

THAT the [minutes for the Board Meeting #5/22 held on May 11, 2022](#), be accepted as received.

Carried.

5. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

6. Reports

a. [Principal Presentation, Terri Harmer, Holy Saviour Catholic School](#)

T. Harmer shared her school presentation that included an introduction of staff members, parent council members, Faith and Justice student-led activities, Teaching Excellence, the Lexia reading program, Indigenous Education and monthly community activities.

M. Vasanelli noted how amazing all Principals and staff members have been working with students. Activities are focused and intentional, which benefits all students. The

amount of attendees at Holy Saviour Catholic School events is a testament to the work they are doing.

b. Director's Report, Maria Vasanelli

i. [2020-2024 Strategic Plan Accomplishments](#)

The Director of Education and the Executive Council members presented Trustees with the accomplishment of the 2020-2024 Strategic Plan thus far.

The Director of Education's role is to model and build a framework with the team to follow to reach the determined goals. The Director works with the Superintendents on their portfolios and solves problems that may arise. The Director also supervises the managers by following the organizational chart.

Leadership building was developed with Principals throughout the year with sessions provided on emotional intelligence, leading through innovation, organizational behaviour and physiological safety at work. A video was shared with Principals on the four elements of organizational leadership, shared values, transparency, communication, acting with a sense of urgency and sharing the power.

c. Student Achievement

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

EQA0 has been completed and all information will be submitted by Friday, June 24, 2022. There were minor issues at the launch of the testing, but once the kinks were resolved everything ran smoothly.

Training on Lexia will be provided to all staff on the first PD Day of the school year so that all educators know how to use the tool before students return. Ongoing, repetitive training will occur for all new staff and any staff changes throughout the school year.

Special Education Plan 2022 changes were reviewed, and the recommendations were passed at the June Special Education Advisory Committee (SEAC) meeting. They have now been brought forward today for the Trustees to approve.

ii. [Paul Tsekouras, Superintendent of Education Monthly Report](#)

Faith Formation is being formed through resources including the Halo, school-based budgets for Faith Ambassadors, and working with the system Chaplain to help impact the portfolio and move it forward. Our schools are re-engaging with the local parishes and having more face-to-face opportunities to meet as system staff. For the upcoming Faith Day in the Fall, we will look at bringing staff together once again. Social justice is

important to show our students that they will be our future leaders. Working on creating system-wide student leadership opportunities that engage our students.

Experiential Learning is evident in all of our schools. All schools are using Xello.

In the Indigenous Education portfolio, the team is reconnecting with communities in person. A posting for a new Indigenous Education Lead has been posted, and the Lead will work at the elbow with our Native as Second Language teachers.

Numbered MEMOs continue to be shared and are a great tool that can be referred to.

d. Finance

i. George Scott, Manager of Finance Monthly Report

1. [2022-2023 Budget Presentation](#)

G. Scott presented the 2022-2023 Budget to the Trustees. The Board's 2022-2023 Budget Estimates outline an operating revenue estimated at \$22,405,688 million and expenses estimated at \$22,404,003 million, and total Capital spending in the amount of \$4,655,467.00 from supported and unsupported funding.

The Board estimates an Average Daily Enrolment (ADE) of 657 elementary students for the 2022-2023 school year.

COVID-19 funding appears to be over although there is some 'Learning Recovery' Funding available. This will likely be limited to the 2022-2023 year only.

2. [Financial Report as of June 15, 2022](#)

For the next school year, financial reports will be provided to the Trustees quarterly: December, March and June. This new process will align with the Audit Committee Meetings. Finance will then bring a snapshot of these Audit Committee Meetings to the Board meetings.

e. Information Technology

i. [Billy Luby, IT Manager Monthly Report](#)

The IT department has been completing help tickets submitted by staff and preparing their working schedule for the summer to ensure a smooth September startup.

Final Report Cards are also being completed.

Currently working with the Ministry by providing Network benchmarks to ensure the funding we put in place is being utilized and we are able to sustain our modern

infrastructure going forward.

Throughout the 2021-2022 School Year, IT installed audio-visual equipment into each classroom so that the student's learning was not impacted by social distancing and that the Technology Enabled Learning Teacher (TELT) was able to deliver instruction to the students via teleconference as if she was in the classroom.

f. Plant & Field Services

i. [Barry Biggs, Plant & Field Services Manager Monthly Report](#)

There will be a delay in the delivery of materials for the Holy Angels Catholic School playground. St. Edward Catholic School Outdoor learning space is being finalized.

The disposal of the old playground equipment process was clarified. The Board would have to sell the product for an amount of \$2 and have a waiver signed to ensure there is no legal liability. This process will have to be added to the Board policy and Administrative Procedures.

Feedback on new classroom lighting has been positive. A card will be posted in every classroom to assist with how to use this new lighting.

We have received 83 more HEPA filters, and they will now be in every classroom in all of our schools.

School bells will be shut off during the summer months at all of our schools. The contractor can now turn off all bells remotely.

6. Decision and Action Items

a. 2022-2023 Budget

Resolution #50/22

Moved by Trustee McPherson

Seconded by Trustee McParland

THAT the Board approves and adopts the estimates for the Operating Budget for the period of September 1, 2022, to August 31, 2023, as presented. (Total Revenue = \$22,405,688 and Total Expenditures = \$22,404,003)

Carried.

Resolution #51/22

Moved by Trustee Jean

Seconded by Trustee McParland

THAT the Board approves and adopts the estimates for the Capital Budget for the period of September 1, 2022, to August 31, 2023, as presented. (Total Capital Spend = \$4,655,467.

Carried.

b. Policies and Administrative Procedures

Resolution #52/22

Moved by Trustee Jean

Seconded by Trustee McPherson

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

1. [P-HR 541 Right To Disconnect: Fostering a Healthy Workplace](#)
2. [P-ES 328 Duty to Report Children In Need of Protection](#)
3. [AP-ES 328 Duty to Report Children In Need of Protection](#)
4. [P-ES 327 Keeping Students Safe: Anti-Sex Trafficking](#)
5. [AP-ES 327 Keeping Students Safe: Anti-Sex Trafficking](#)

Carried.

Resolution #53/22

Moved by Trustee McParland

Seconded by Trustee Jean

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

1. [P-302 Bullying Prevention & Intervention](#)
2. [AP-ES 302 Bullying Prevention & Intervention](#)

3. [P-GL 107 Performance Appraisal Director of Education](#)
4. [AP-GL 107 Performance Appraisal Director of Education](#)

Carried.

c. Purchase Order Approval

Resolution #54/22

Moved by Trustee Jean

Seconded by Trustee Monks

THAT the Board approves purchase order number 27383 to R&S Bobcat 2611943 Ontario Ltd. for the amount of \$128,000.00 (+HST) for the Our Lady of Lourdes Playground Replacement. A49 Project no. 229-12449-13

Carried.

Resolution #55/22

Moved by Trustee Harmon

Seconded by Trustee Marino

THAT the Board approves the purchase order number 27455 to Architecture49 Inc. for the St. Hilary Catholic School Addition Project: Professional Services for the amount of \$125,000.00 (+HST). Arc49 Reference No. 209-12449-05

Carried.

B.Biggs noted that this proposal is a sole-source contract for this project. It was noted there are no declared conflicts of interest with this contract company.

Resolution #56/22

Moved by Trustee Jean

Moved by Trustee McParland

THAT the Board approves the purchase order number 27462 to C. Villeneuve Mechanical Ltd for the amount of \$263,515.00 (+HST) for the Our Lady of Fatima/NDF Accessible Paving Improvements. A49 Project No. 209-12449-18

Carried.

- d. Special Education Plan 2022-2023 (changes page 26 - 27 of Board meeting package)

Resolution #57/22

Moved by Trustee McPherson

Seconded by Trustee Marino

THAT the Superior North Catholic District School Board accepts the revisions to the Special Education Plan, as recommended by the Special Education Advisory Committee (SEAC).

THAT a report be sent to the Ministry of Education indicating that the Special Education Annual Review process has been conducted.

THAT a comprehensive copy of the Superior North Catholic District School Board's Special Education Plan be kept on file at the board office, in all of the schools, and on the Board website, as a public document.

Carried.

[Trustee McParland left the meeting at 2:00 pm]

[B. Luby left the meeting room at 2:00 pm]

7. Information and Discussion Items

a. 2022 Trustee Elections - October 24, 2022

- i. Nominations are now open for school board trustee candidates. The nomination period to register as a candidate runs from Monday, May 2, 2022, until Friday, August 19, 2022. Candidates must file their nominations through their local municipal clerk. More information found at <https://elections.ontarioschooltrustees.org/BecomeATrustee/>
- ii. Catholic Ratepayers' notice will be sent to all school communities.

b. 2022-2023 Board Meeting Dates at 10:00 am

The following tentative meeting dates were scheduled for the 2022-2023 School Year:

- i. September 21, 2022 - Catholic Education Centre
- ii. October 12, 2022 - School Location, Manitouwadge
- iii. November 9, 2022 - **Inaugural Meeting** - Catholic Education Centre
- iv. December 14, 2022 - Catholic Education Centre
- v. January 11, 2023 - Catholic Education Centre
- vi. February 8, 2023 - Catholic Education Centre
- vii. March 8, 2023 - Catholic Education Centre
- viii. April 12, 2023 - Catholic Education Centre
- ix. May 10, 2023 - School Location TBD
- x. June 20, 2023 - Catholic Education Centre

8. Committee of the Whole

Resolution #58/22

Moved by Trustee Jean

Seconded by Trustee Harmon

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 #59/22

Moved by Trustee McPherson

Seconded by Trustee Marino

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.

9. Closing Prayer and Adjournment

God of wisdom, We thank you for all the gifts you have given us throughout this school year. We praise you for giving us life, for saving us in Christ, and for choosing us to be your people. As we come to the end of this school year, we voice our gratitude for the good things you have done in us, and we praise you for all who have shared in the work of this school. We ask you to bless them in your love and give them refreshment and peace. We praise you, God, through Jesus Christ, our Lord, who lives and reigns forever and ever. Amen.

Resolution #60/22

Moved by Trustee Jean

Seconded by Trustee Marino

THAT the Superior North Catholic District School Board meeting on June 21, 2022, adjourn at 3:51 pm.

Carried.

Originally signed by

Judy Wawia,
Chair of the Board

Maria Vasanelli,
Director of Education