



January 11, 2023, 10:00 am

Catholic Education Centre, Terrace Bay

## Board Meeting Minutes

Meeting was called to order at 10:05 am with Trustee Wawia in the Chair.

### 1. Opening Prayer and Acknowledgment

#### Prayer

Almighty Father, we thank You graciously for the New Year 2023. We ask You, Lord, to bless us as we begin this blessed new year with renewed hope in You. Lord, thank You so much for all that You have done. Your hand in our lives is so much more than we could ask for.

#### Acknowledgement

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 #1/23

Moved by Trustee Jean

Seconded by Trustee Patterson

THAT the agenda for the Board meeting #1/23, being held on January 11, 2023, be accepted as received.

Carried.

### 3. Roll Call

#### Trustees:

- Judy Wawia, Chair of the Board
- Amanda Monks, Vice-Chair of the Board
- Shirley Jean

- Bill Harmon
- Lawrence McParland
- Miranda McFarling
- Lilliana McPherson
- Suzanne Lafrance
- Tara Patterson

### 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
- Rima Mounayer, Superintendent of Education
- Kerry Desjardins, Superintendent of Education
- Valerie Paris, Manager of Human Resources

### Guests

- Father Terry Sawchuk

### Recorder:

- Deana Figliomeni, Executive Administrative Assistant and Communications Officer

## 4. Declaration and Oath of Allegiance

Trustee McFarling announced her Declaration and Oath of Allegiance. She was appointed as Trustee to represent the community of Manitouwadge and the Superior North Catholic District School Board as of January 11, 2023.

## 5. Approval of Minutes

### Resolution #2/23

Moved by Trustee McParland

Seconded by Trustee Jean

THAT the [minutes for the Board Meeting #10/22 held on December 14, 2022](#), be accepted as received.

Carried.

## 6. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest. Members were reminded of their duty to declare a conflict of interest should awareness of conflict arise at any time during the meeting.

## 7. Presentations

### a. [Principal Presentation, Betty-Jane Mercier and Sarah Clowes, St. Edward Catholic School](#)

P.Tsekouras thanked B.J. Mercier, Principal and S. Clowes, Vice-Principal, for their work for the school and openness to work together for their school community.

[Trustee Monks left the meeting following role call]

### b. [2021-2022 Director's Annual Report](#)

M.Vasanelli welcomed everyone back to the new year. She stated she looks forward to the new complement of Trustees and working with all Trustees.

The 2021-2022 Annual report was presented by M.Vasanelli and the Executive Council. The Director's report provides an overview of the strategic plan of the Superior North Catholic District School Board. The plan is founded on four priorities; Faith & Justice, Academic Excellence, Indigenous Education and Focus on the Future. The Director's report summarises our 2021-2022 highlights and successes.

The SNCDSB Halo will be shared with families through email. P.Tsekouras will confirm the details of this new process with B.Jewis, the Catholicity Lead.

### c. Student Achievement

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

Thirteen Special Incidence Portion (SIP) applications were submitted to Ministry. If approved, it will be \$374,439 additional dollars for our Special Education funding.

The attendance portfolio will return to Rima Mounayer, and Michelle Edmond,

Attendance Counsellor, has returned from Maternity leave. The Student Information System requires work, and for the interim, Danielle Bond will be helping IT and implementing work in Powerschool.

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

Starting EQAO preparation sessions again with schools. Information has been sent to schools, and classes have been signed up. The Math team is excited and is doing a great job in all our schools.

Preparation for EQAO start is up to each Board; our Board plan is to analyze data as a Math team, recognize the needs, and then do specific targeted instruction for students to prepare them for EQAO testing. The Math team works with all grades starting in September.

Questions have been submitted to EQAO from our Board regarding issues found during the initial testing last year. EQAO has also received recommendations from CODE regarding the new testing method.

R.Mounayer's report highlights school council chairs in all of our schools. All schools have an active council. The Catholic Parent Involvement Committee (CPIC) is small, and thank you to Trustee Patterson for chairing the committee. We are actively searching for more members of our CPIC committee.

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

Indigenous Education Professional Development Day is being planned with the planning committee. It was noted that it would be beneficial for staff to mix with other staff members teaching their same grade or in a shared role. P.Tsekouras will bring this back to the committee to see how we can be intentional with the seating of our staff during these sessions.

**d. Finance**

i. [George Scott, Manager of Finance Monthly Report](#)

Financial software training began this week and is off to a smooth start. The purpose of the upgrade is to have a system that is more user-friendly. Any new staff members that have to come in and use the system will have a much smaller learning curve.

Received funding for Capital COVID funding that was completed.

[Financial report as of December 22, 2022](#), Financial report sections were reviewed and explained what each section meant.

In followup to a previous meeting request regarding the financial statements, it was

noted by G.Scott that the section in the financial report mentions charitable organization is being looked into. We are set up as a charity as it allows us to accept donations more easily, income tax exempts. It is common practice in other organizations to use the same name for the charitable organization, and it has been like this for our Board for many years with no issues.

**e. Information Technology**

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

Custodian and Cleaner's new technology has come in and are being rolled out to staff. Additional Bandwidth is being set up at all our schools to help with outages in our areas. There were a few outages over the break, and staff resolved the issues during the break. The Information Technology department is currently helping with new accounting SDS software.

**f. Plant & Field Services**

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

Trying to get all capital projects off the ground. Finding it a little more difficult than in previous years, consultants are busier because of previously delayed projects, affecting new projects.

Working on electric panels in our schools that are recommended to be changed because of age. Electrical plugs at all schools will also be changed to tamper-proof. Accessibility work is beginning to focus on the safety side of things.

Additional COVID cleaning is still occurring in all our schools. High-touch surfaces are cleaned twice daily. Ventilation is still in the same mode as they were during COVID. Beginning to relax all bathroom exhaust fans so they will only run when required.

All classrooms will have a heat detector and visual and audible alarms installed by September.

**8. Decision and Action Items**

**a. 2021-2022 Annual Directors Report**

**Resolution #3/23**

Moved by Trustee McPherson

Seconded by Trustee Lafrance

THAT the Board approves the [2021-2022 Annual Directors Report](#) for distribution.

Carried.

**b. Policies and Administrative Procedures**

**Resolution #4/23**

Moved by Trustee Jean

Seconded by Trustee McParland

THAT the Board approve the **revised** [Administrative Procedure 0-613 Community Use of Schools](#) for distribution.

COVID was removed from the Policy.

Carried.

**Resolution #5/23**

Moved by Trustee Jean

Seconded by Trustee McFarling

THAT the Board approve the **new** [Policy T-706 Electronic Monitoring](#) for distribution.

Carried.

**9. Information and Discussion Items**

**a. 2023 OCSTA/OCSBOA Business Seminar – Thursday, April 27, 2023**

i. [MEMO 2023 OCSTA/OCSBOA Business Seminar – Information](#)

ii. [Preliminary Program](#)

**b. OCSTA 2023 Annual General Meeting and Conference - April 27-29, 2023 - Sheraton Centre Toronto Hotel**

i. [Registration Package](#)

ii. [AGM Preliminary Program](#)

- Trustee Wawia will be attending. Those wishing to attend either the Business Seminar or the Annual General Meeting. Trustee Patterson and McParland have confirmed they are unable to attend the seminar or annual general meeting.

**c. [O. Reg. 463/97 \(Electronic Meetings and Meeting Attendance\) –](#)**

**Physical Attendance Requirements**

- Physical attendance requirements in the regulation will again apply as of November 15, 2022. The reinstated regulation requires that every board have a policy providing for the use of electronic means for holding board and committee meetings. The policy is subject to specific requirements for members of the board to be physically present in the meeting room of the board for at least three (3) regular meetings of the board during each 12-month period beginning November 15, 2022.

**10. Committee of the Whole**

**Resolution #6/23**

Moved by Trustee McPherson

Seconded by Trustee Patterson

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 #7/23**

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.

THAT the Board approves the appointment of Miranda McFarling as Trustee representing the community of Manitouwadge, effective January 11, 2023.

Carried.

**11. Closing Prayer and Adjournment**

Lord, we praise you.  
Though our meeting has ended, our work continues.  
We thank you for what we have learned in this time  
We have spent together.  
As we go from here, guide us in our commitment to

Catholic education. Amen +

**Resolution #8/23**

Moved by Trustee McPherson

Seconded by Trustee Patterson

THAT the Superior North Catholic District School Board meeting on January 11, 2023, adjourn at 2:34 pm.

Carried.

*Originally signed by*

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Judy Wawia,  
Chair of the Board

Maria Vasanelli,  
Director of Education