



March 8, 2023, 10:00 am

Catholic Education Centre, Terrace Bay

Board Meeting Agenda

The meeting began at 10:00 am with Trustee Wawia in the Chair.

1. Opening Prayer and Acknowledgment

Prayer

God of peace and justice,
Open our hearts and minds to the beauty and wisdom of those around us.
Help us to create spaces of warmth, welcome and acceptance where each and every person is valued and heard.
Guide us to see and celebrate our differences as opportunities for growth and learning.
Teach us to appreciate the many gifts and insights we can offer to each other as members of one faith community.
Sustain us as we work to build your kingdom here on Earth.
We ask this through Christ our Lord. Amen. +

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 #16/23

Moved by Trustee McParland

Seconded by Trustee Monks

THAT the agenda for the Board meeting #3/23, being held on March 8, 2023, be accepted as amended.

Carried.

Amendments include the addition of the Guardian Angel Award Policy and Administrative Procedure for approval.

Carried.

3. Confidentiality Reminder

Members were reminded that proceedings of the Committee of the Whole Meetings shall be considered as confidential unless and until dealt with at a public session of the Board.

4. Code of Conduct at Meetings

Members are reminded of the Board-approved [Code of Conduct](#) in place to promote a positive environment.

5. Roll Call

Trustees:

- Judy Wawia, Chair of the Board
- Amanda Monks, Vice-Chair of the Board
- Bill Harmon
- Shirley Jean (Excused Absence)
- Suzanne Lafrance
- Miranda McFarling
- Lawrence McParland
- Lilliana McPherson
- Tara Patterson (Excused Absence)

Administration:

- Maria Vasanelli, Director of Education
- Kerry Desjardins, Superintendent of Education
- Rima Mounayer, Superintendent of Education
- Paul Tsekouras, Superintendent of Education
- Barry Biggs, Manager of Plant & Field Services Manager

- Billy Luby, Information Technology Manager
- Valerie Paris, Manager of Human Resources
- George Scott, Finance Manager

Recorder:

- Deana Figliomeni, Executive Administrative Assistant and Communications Officer

Guests:

- Father Terry Sawchuk, Board Chaplain
- Lindsay Costa, Principal, St. Martin Catholic School

Resolution #17/23

Moved by Trustee McPherson

Seconded by Trustee Harmon

THAT the Board acknowledges and accepts the excused absence of Trustee Patterson and Trustee Jean from attending Board Meeting #3/23 held March 8, 2023.

Carried.

6. Approval of Minutes

Resolution #18/23

Move by Trustee Harmon

Seconded by Trustee McFarling

THAT the [minutes for the Board Meeting #2/23 held on February 15, 2023](#), be accepted as received.

Carried.

7. Declaration 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.

There were no declarations of pecuniary interest.

8. Presentations

a. Principal Presentation, Lindsay Costa, St. Martin Catholic School

- K.Desjardins thanked Lindsay Costa for her presentation, noting that it is evident from L.Costa's presentation that staff and students are engaged in the initiatives. K.Desjardins and Trustee Wawia thanked L.Costa for her leadership in the school and for making all feel welcome.

b. Director Report, Maria Vasanelli, Director of Education

- A Save the Date email from OCSTA about the upcoming Program in Human Rights for Catholic School Board Leaders, a program designed for Trustees in collaboration with the Ministry of Education and the trustee associations to inform its design and delivery. OCSTA has gotten on board to educate Trustees about what is happening provincially and in education in general. These are good sessions for Trustees to attend. This program will consist of two sessions. Session 1 topic is Ableism and is planned for Saturday, May 13, 2023 from 9:00 am -12:00 pm. Session 2 topic is Anti-Hate and is planned for Tuesday, May 23, 2023, from 5:30 pm – 9:00 pm. More information will be provided once it is available.
- The Senior Team has to take a different approach and mindset to education. This is at the top of the agenda in all areas of education at this time.
- A presentation on the Brightspace Portfolio will be put together. Principals have also been asked to put together a presentation on how schools use technology as a tool, and findings will be shared with Trustees.

c. **Student Achievement**

i. Kerry Desjardins, Superintendent of Education Monthly Report

- The intentional work being done in the Boards and schools and looking at the recommendations that have been made in the Human Rights Right to Read Report. Looking at ensuring we have supports in place in the early years so we do not see impacts early on. Early screens were done in January in all Kindergarten classrooms to determine what students were not meeting expectations, and intentional interventions are being implemented to reach these students.
- Two candidates from Lakehead University are doing placements at Our Lady of Fatima and St. Joseph. Both have temporary teaching certificates and can be paid for their placements at our schools. They will start March 20 - April 28, 2023.

The hope is that they will continue after the placement is finished on April 28, 2023.

- The Board enters into a lease agreement every three years with the Corporation of the Municipality of Greenstone.
- Kindergarten registration is going well, and Welcome to Kindergarten nights are happening at all schools. Our registration numbers are much higher than they have been over the past number of years.
- The seven students that are waiting for referrals for the Children's Centre Thunder Bay are due to short staff; students have been tiered and are being looked at based on their needs.

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

- It is the Human Right of students to have the right to learn, achieve knowledge and succeed. Our Leads and Principals work in their capacity to ensure we are answering the needs of our students. Targeting higher level thinking for our students. We are incredibly proud of the work our Leads are doing in our schools.
- Positive feedback has been received from the families who attended the Lakehead University Achievement Indigenous Cultural Celebration Night. The event celebrated Indigenous culture and featured a special jersey created by a local Indigenous artist, Jacenia Desmoulin.
- Attendance support for families continues. We see a lot of refusals for students to attend school. These refusals are based on non-diagnosed anxieties the students have to come to school. Attendance Counsellor is working with these families to provide services with partner organizations, Triple P programming and incentives to get these students back to class. The absenteeism rates for students range from all grade levels.
- Trustees can put a letter together to bring the attention to the Ministry about where the kids are removed from the registry. Trustees could bring this to a regional meeting to request changing the registrar rules so that they do not demit after 15 days.

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

- All schools and the Catholic Education Centre have celebrated Shrove Tuesday and Ash Wednesday. The feedback on the HALO has been qualitative. Working the see how we can track who is using it and how it is being used within classrooms.

- Brightspace Portfolio launched and has 483 parents/guardians log in to see what their kids are working on. This is an excellent level of parent engagement.
- Planning an Experiential Learning Opportunity with the College for our St. Edward and St. Hilary Catholic School students to experience life at the college for a day. Transportation costs are a factor in offering this to other schools within our Board. We must look at how we can integrate this opportunity with other events already planned for our schools in the city. An idea might be to partner with other school boards to share transportation to attend a day at the College or the University.
- Indigenous PD Day is on April 21, 2023. The day is coming together, and content from the morning is being tied in for educators and staff to make the learning visible within the schools. The subcommittee meets tomorrow, March 9, 2023. The day will be interactive, and resources will be on hand to view. The plan will be finalized and shared at the next Board meeting.

d. Finance

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

- Work begins on the 2023-2023 Estimates. Once GSN information and staffing numbers are completed, it can begin and will be brought for approval at the June Board meeting.
- School fundraising accounts are being reconciled, and it appears fundraising activities are getting back to pre-covid levels.
- An update on Capital projects will be brought to a future Board meeting.
- A professional development session on Trustee Travel was done with Trustees. An example of a travel trip was provided. Best to keep receipts for everything. Do not require receipts for anything outside Board boundaries (including Thunder Bay), and submit per diem. Get a receipt from the hotel, even if it is on a Board credit card, as they are required to keep these on file for audit purposes.
- On the travel expense form, dollar signs should be added to the allowance rate chart to avoid confusion. The numbers listed are amounts for round-trip costs.
- Each line on the travel expense form is a trip. Trustees are required to combine all trip expenses on one line. Expenses can be handed in monthly or when attending a meeting.
- Inside Board boundaries, you claim receipt and only get the amount you claim.
 - [Financial report as of February 28, 2023](#) was reviewed with

Trustees.

e. Information Technology

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

- SchoolMessenger and SafeArrival training was completed with Administrative Assistants and Principals, and the program implementation with parents and guardians are going well.
- Report cards and special programs have been completed through our Student Information System.
- Trustees will be receiving new devices; they will be Chromebooks. Training and support will be provided once they are received.

f. Plant & Field Services

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

- St. Hilary Addition program is still waiting for word back from the Ministry on what we are approved. If we do not hear by April, we may have to postpone the addition.

9. Decision and Action Items

- a. [Right of Use Agreement](#) with Corporation of the Municipality of Greenstone

Resolution #19/23

Moved by Trustee McPherson

Seconded by Trustee Harmon

THAT the Superior North Catholic District School Board approve the three-year lease agreement with the Corporation of the Municipality of Greenstone for the operation a Friends of the North Daycare Centre in the facility at Our Lady of Fatima Catholic School.

Carried.

Two changes were proposed by SNCDSB, with no change requests made by the Corporation of the Municipality of Greenstone.

- *Clause 9:* The Operator shall prohibit alcoholic beverages, smoking and vaping in the Friends of the North Daycare Centre facility, Our Lady of

Fatima Catholic School and school grounds.

- *Clause 11:* It is understood that the responsibility of the Board will do snow clearing and removal of the parking/drop-off/pick-up loop.

b. Policies and Administrative Procedures

Resolution #20/23

Moved by Trustee McParland

Seconded by Trustee McPherson

THAT the following revised Policies and Administrative Procedures be approved for distribution:

1. [P-HR 520 Employee Recognition](#)
2. [P-ES 329 Student Attendance](#)
3. [AP-ES 329 Student Attendance](#)
4. [P-HR 538 Teacher Hiring Practices](#)
5. [P-HR 542 Teacher Hiring Conflict of Interest](#)
6. [P - Guardian Angel](#)
7. [AP - Guardian Angel](#)

Carried.

- The Guardian Angel was renamed from the Good Shepherd Award. This award was created as we wanted something for each individual school. One person (not a group) for each school in the Board. The committee will now decide what the recipients of the award will receive.
- A "Guiding Light" award will be brought to a future Board meeting for an award for Catholic Education Centre staff.

10. Information and Discussion Items

- a. SNCDSD #Highlights - Edition 3 for the 2022-2023 School Year
 - Visit <https://bit.ly/3ItJeVI> for the latest edition. The newsletter aims to showcase the learning happening in eight schools across the Board. The format, content, and distribution of the

newsletter were discussed. The newsletter includes engaging visuals, such as photos and videos, to make the newsletter more attractive and informative and is distributed digitally to the entire school community, including parents, students, and staff.

11. Committee of the Whole

Resolution #21/23

Moved by Trustee McParland

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 #22/23

Moved by Trustee McPherson

Seconded by Trustee Harmon

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.

12. Closing Prayer and Adjournment

Gracious God, inspire us to gather wisdom from holy mentors, saints and children. We want to serve you and the Gospel with all our hearts, minds and spirits. Remind us to reflect regularly on Scripture and tradition so we can build our Catholic learning community of joy, peace and gratitude. Amen. +

Resolution #23/23

Moved by Trustee Harmon

Seconded by Trustee McParland

THAT the Superior North Catholic District School Board meeting on March 8, 2023, adjourn at 2:45 pm.

Carried.

Originally signed by

Judy Wawia,
Chair of the Board

Maria Vasanelli,
Director of Education