



December 11, 2017

Catholic Education Centre, Terrace Bay, ON

BOARD MEETING MINUTES

Trustees:

- Hugh McCorry, Chair
- Marline Ilijow
- Shirley Jean
- Bill McKay
- Lawrence McParland
- Lilliana McPherson
- Amanda Monks
- Judy Wawia, Vice-Chair
- Carol Barnes (Absent)

Administration:

- Kerry Desjardins, Superintendent of Education
- Rima Mounayer, Superintendent of Education
- Scott Adams, Supervising Manager of Finance

Guests

- Sister Stephanie Romiti, Catholicity and Faith Formation Coordinator
- Father Terry Sawchuk, Board Chaplain

Recorder

- Deana Figliomeni

Opening Liturgy

The meeting commenced at 1:20 pm with an opening prayer from Father Terry Sawchuk, and a reading of our mission and traditional territories identification. Prior to the Board meeting, Trustees attended mass at St. Martin Church where they participated in their annual Commissioning Service.

Inaugural Session

The meeting was called to order by acting Director of Education, Rima Mounayer. Trustee McPherson gave a report on behalf of the Nominating Committee. In general, committees remain the same.

Mrs. Mounayer called for nominations for the position of Chair of the Board. Trustee Wawia nominated Trustee McCorry. This was seconded by Trustee Ilijow. Trustee McCorry was acclaimed as Chair of the Board.

Nominations for the position of Vice-Chair were called for by Mrs. Mounayer. Trustee Jean nominated Trustee Wawia, and the nomination was seconded by Trustee McPherson. Trustee Wawia was acclaimed Vice-Chair of the Board.

Trustee McCorry assumed the Chair's position and final review of the Trustee committees followed.

Resolution # 66/17

Moved by Trustee McParland

Seconded by Trustee Jean

THAT the Board approves the Trustee Committee memberships for 2018, as established.

Carried.

Approval of Agenda

Resolution # 67 /17

Moved by Trustee Monks

Seconded by Trustee Ilijow

THAT the agenda for Board meeting #11/17 being held on December 11, 2017 be accepted as presented.

Carried.

Resolution # 68/17

Moved by Trustee McKay

Seconded by Trustee McPherson

THAT the Board acknowledges and accepts the excused absence of Trustee Barnes from attending Board Meeting #11/17 held December 11, 2017.

Carried.

Approval of Minutes

Resolution #69/17

Moved by Trustee Ilijow

Seconded by Trustee McKay

THAT the minutes for [Board Meeting #10/17 held November 6, 2017](#) be accepted as presented.

Carried

Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

Presentations

The 2017 Annual Directors report was reviewed.

Resolution # 70/17

Moved by Trustee Jean

Seconded by Trustee Ilijow

THAT the board approves and accepts the 2017 Annual Directors Report, as presented.

Carried.

1. Student Achievement (Kerry Desjardins and Rima Mounayer)

All reports were accepted as presented. Highlights included updates on the Faith Ambassadors Catholicity Team, ICE Symposium held in November 2017, Indigenous Education, Wellness PA Day, Learning for All and Special Education, French as a Second Language, New Teacher Induction Plan and Equity and Inclusive Education.

2. Finance

Mr. Scott Adams, Manager of Finance provided a financial report as of November 30, 2017.

Borrowing Resolution:

Resolution # 71/17

Moved by Trustee McPherson

Seconded by Trustee McParland

THAT the Board authorizes the borrowing of money to meet current expenditures of the Superior North Catholic District School Board (The "Board")

- A. In accordance with Subsection 243(1) of the Education Act (R.S.O. 1990) (the "Act"), the Board considers it necessary to borrow the amount of up to Nineteen Million Nine Hundred and Twenty-Seven Thousand Seven Hundred and Seventy-Seven Dollars (\$19,927,777) to meet, until current revenue is received, the current expenditures of the Board for the period commencing on September 1, 2017 and ending on August 31, 2018 (the "Period").
- B. Pursuant to Subsection 243(3) of the Act, the total amount borrowed pursuant to this Resolution together with the total of any similar borrowings and any accrued interest on those borrowings is not to exceed

the unreceived balance of the estimated revenues of the Board for the Period.

- C. The total amount previously borrowed by the Board pursuant to Section 243 that has not been repaid is \$0.
- D. The amount borrowed for current expenditures is within the Board's Debt and Financial Obligation Limit as established by the Ministry of Education and Training from time to time.

RESOLVED THAT:

1. The Chair or Vice Chair and the Treasurer are authorized on behalf of the Board to borrow from time to time by way of promissory note, or overdraft, or bankers' acceptance from [Canadian Imperial Bank of Commerce ("CIBC") OR the Bankers of the Board or from any other approved lender [Note: Either scenario would be acceptable but in the second scenario, we need to see evidence that CIBC is a Banker of the Board] authorized for borrowing purposes in accordance with Section 243 of the Act] a sum or sums not exceeding in the aggregate to Nineteen Million Nine Hundred and Twenty-Seven Thousand Seven Hundred and Seventy-Seven Dollars (\$19,927,777) to meet, until current revenue is collected, the current expenditures of the Board for the Period (including the amounts required for the purposes mentioned in Subsection 243(1) and 243(2) of the Act), and to give to [CIBC OR the Bankers of the Board or to any other approved lender] promissory notes or bankers' acceptances, as the case may be, sealed with the corporate seal of the Board and signed by any two of the Chair or Vice Chair and the Treasurer for the sums borrowed plus interest at a rate to be agreed upon from time to time with [CIBC OR the Bankers of the Board or any other approved lender];
2. The interest charged on all sums borrowed pursuant to this Resolution plus any related charges, is not to exceed the interest that would be payable at the prime lending rate of the chartered banks listed in Schedule 1 of the Bank Act (Canada) on the date of borrowing;
3. The Treasurer is authorized and directed to apply in payment of all sums borrowed plus interest, all of the moneys collected or received in respect of the current revenues of the Board;
4. The Treasurer is authorized and directed to deliver to [CIBC OR the Bankers of the Board or any other approved lender] from time to time upon request a statement showing (a) the total amount of unpaid previous borrowings of the

Board for current expenditures together with debt charges, if any, and (b) the uncollected balance of the estimated revenues for the current year or, where the estimates have not been adopted, the estimated revenues of the previous year less any current revenue already collected.

Carried.

It was noted that CIBC is primary account, and board credit cards are in place with BMO.

3. Supervising Manager of Plant & Information Technology

[Barry Biggs entered the meeting.]

Mr. Biggs joined the Trustees to give a brief report on the Plant monthly report. Mr. Biggs clarified that the CEC Expansion plans posted in the boardroom for comment are all the same. Looking for input from Trustees and staff on thoughts.

Mr. Biggs updated Trustees on Gym floor renewal - Geraldton and Longlac - changing the tiling in the gym floor - French school board will pay their portion for the flooring.

Mr. Biggs clarified the portable at St Hilary is under review.

Topographical surveys, have been completed for improvement of outside school programs. These surveys can assist with getting the work begun in the spring. Mr. Biggs clarified discussions have taken place with Principals to discuss ideas of what they would like to see in their outdoor playgrounds. The outdoor playground areas work will begin next summer. Replacement of Geraldton playground equipment is in the beginning stages as the equipment is becoming unsafe, and the most cost efficient solution would be to replace all equipment. The equipment at all schools is inspected regularly as per Ministry regulation.

Parking Conditions - Evaluations of outside parking are being complete.

Mr. Biggs updated Trustees on the brick work at Holy Angels - Bricks were removed to be able to view the insulation, and it was noted the bricks are crumbling. In order to find out what the issues were, the scaffolding had to be set up and it was looked into in the summer of 2017. The plan now is to remove all brick, replace with lower level of stone and siding above. The entire roof may have to be redone. The roof and the bricks will be done at the same time. The project will begin this summer.

Rebates for replacing lighting are being looked into. The fire marshal requested we number all rooms and that process is currently being completed.

Heating at St. Martin - Mr. Biggs noted St. Martins was built as a green school. A study is to be conducted to investigate what cost benefit would be gained for the board to switch to either propane or gas.

Holy Saviour School - Air quality air study has been initiated to start before Christmas on how best to get better air quality throughout the building.

[Mr. Biggs left the meeting room]

Committee of the Whole

Resolution # 72/17

Moved that Trustee Ilijow

Seconded that Trustee McPherson

THAT we resolve into Committee of the Whole with Trustee McCorry 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 # 73/17

Moved that Trustee Wawia

Seconded that Trustee McParland

THAT the Board moves out of Committee of the Whole and reconvenes as a Board in public session and accepts all recommendations contained therein.

Carried.

Matters Requiring Decision or Action

Policies:

Resolution #74/17

Moved that Trustee Wawia

Seconded that Trustee McParland

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

[P-GL 106 Aspiring Leaders Program \(Formerly Principal Leadership Incentive\)](#)

[P - GL 108 Selection and Appointment of Principals](#)

[AP - GL 108 Selection and Appointment of Principals](#)

Carried.

The following policy and procedures were not approved.

[P - F 405 Travel Expenses](#)

[AP - F 405 Travel Expenses](#) not approved and back for reconsideration at the January 2018 Board meeting.

Line 1.6, page 2 of the Administrative Procedure should read, the per kilometer reimbursement may apply up to 5000 kilometers **up to a maximum of the equivalent airfare.**"

Resolution #75 /17

Moved by Trustee McParland

Seconded by Trustee Jean

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

[AP - F 408 Journal Entries](#)

[AP - F 409 Logical Access Control](#)

[AP - F 410 Changes To The Payroll Master File](#)

[AP - F 411 Grant and Non-Grant Revenues](#)

Carried.

Discussion and Informational Items

January 12 & 13, 2018 - Trustee Team Building and Director's Appraisal

The January 12 & 13, 2018 session will be cancelled until further notice.

January 18 - 20, 2018 - OCSTA Seminar "Advancing the Catholic Education Agenda"

The board will be sending four participants to the seminar. This seminar will be a great opportunity to bring any board concerns to OCSTA.

Closing Prayer

A closing prayer was read by all those in attendance.

Adjournment

Moved by Trustee McKay

Seconded by Trustee McPherson

THAT we do now adjourn at 4:25 p.m.

Carried.

Originally signed by Hugh McCorry

Originally signed by Kerry Desjardins

Hugh McCorry, Chair of Board

Kerry Desjardins, Acting Director of Education