



*The Northwest Catholic
District School Board*



THE NORTHWEST CATHOLIC DISTRICT SCHOOL BOARD

REGULAR MEETING OF THE BOARD

The Minutes of the Regular Meeting of The Northwest Catholic District School Board held on May 21, 2013 in the Dryden Board Office, Dryden, Ontario, St. Francis School, Fort Frances, Ontario, Sacred Heart School Library, Sioux Lookout, Ontario and St. Patrick's School, Atikokan, Ontario.

Call to Order

The meeting was called to order at 6:32 p.m. with Board Vice Chair C. Bowen in the Chair.

Opening Prayer

C. Bowen led the Board in prayer. Prayers were offered for the special intentions of Trustees and staff.

Roll Call

C. Bowen	J. Kulchyski
K. Bryck	T. Larson
M. Chojko-Bolec	D. Mainville
H. Huntley	R. van Oort

Absent with regrets

A.-M. Fitzgerald
C. Howarth, Superintendent of Business

Officials

M.C. Kelly, Director of Education
M. Saari, Superintendent of Education
Seija Van Haesendonck, Manager of Finance
D. Gardiman, Human Resources Administrator
C. Wilson, Executive Assistant

Visitors

Declarations of Conflict Of Interest

Pursuant to the Municipal Conflict of Interest Act, 1990, none of the Trustees declared a conflict of interest.

Consideration and Approval of Agenda

Moved by: R. van Oort
Seconded by: T. Larson

Motion 13-063

THAT the Agenda of the Regular Meeting of The Northwest Catholic District School Board dated May 21, 2013, be approved as presented.
CARRIED.

Confirmation of Minutes of the Regular Meeting

Moved by: K. Bryck
Seconded by: J. Kulchyski

Motion 13-064

THAT the Minutes of the Regular Meeting of The Northwest Catholic District School Board dated April 16, 2013, be approved as circulated.
CARRIED.

Recognition of Excellence

The Board recognized the exemplary commitment and dedication of the students and staff at St. Patrick's School. Six students and two staff members were recognized as follows: Thomas Dickson, Senior Kindergarten for being an exemplary role model; Kierra Stewart, Grade 1 for treating others with a high level of respect; Jaida Anderson, Grade 2 for being kind to all students and speaking out against bullying; Ella Richard, Grade 3 for being an exemplary role model; Joshua Palmai, Grade 5 for his exemplary leadership skills and excellent work ethics; Baylee Thorson, Grade 7 for her exemplary leadership skills, an excellent role model and a true and caring friend; and staff members Lorraine Miller, CUPE and Diane Bowes, OECTA. Lorraine Miller, CUPE, for her exemplary commitment and dedication to school program and activities and Diane Bowes, OECTA, because she is diligent, organized and works very hard for her students. She has a real interest in improving children's skills and has readily incorporated many new teaching methods and techniques to the betterment of her students' education. Acting Principal, Ron Fryer, was extremely proud of the chance to recognize these students and staff for their outstanding personal contributions to St. Patrick's School. Trustee Larson presented each student and staff member with a token of the Board's appreciation.

Delegations/Presentation

Presentation –
Curriculum Coordinator,
Natasha Getson

Natasha Getson, Curriculum Coordinator, presented the Board with an informative PowerPoint detailing the purpose of Common European Framework Reference (CEFR). In CEFR inspired classrooms consistency is built across the Board. Best practices are shared among all classrooms. Technology is integrated into daily learning environment to promote student interaction and engagement. Some advantages are; alignment with Ministry initiatives, applicable from grades K-12, applies to Core, extended and immersion French programs, provided opportunity to re-focus instructional strategies, helps set learning goals for teachers and students, emphasizes oral interaction communication and supports the development of functional bilingualism. With the implementation of CEFR, core French, extended French and French Immersion students will all feel confident and comfortable using their French skills at the level they have attained.

2013-14 Preliminary
Budget

Director Kelly introduced S. Van Haesendonck, Manager of Finance who presented the 2013-14 Preliminary Budget Report in the absence of C. Howarth, Superintendent of Business. S. Van Haesendonck noted that, after administration meets with the Ministry and the B Memo is released, the budget will change. She highlighted the 2013-14 Preliminary Budget as presented. She noted that \$173,000 is just slightly over the 1% operating budget allowed by the Ministry. The Board will likely have to request approval from the Ministry of Education for the budget shortfall. It is a very tight budget with no wiggle room. S. Van Haesendonck

reviewed the comparison between the 2012-13 and 2013-14 budget. The cost of teacher salaries has increased as a result of more of our teachers being at the higher salary bracket. Supply teacher costs are up as well. She noted that more of the teachers will have access to larger sick banks than in the past because of the language in the MOU between the Unions and the Ministry of Education.

Business Arising Out of Minutes

Policy Governance

Special Education Advisory Committee

Trustee K. Bryck highlighted the SEAC minutes. She noted that SEAC will draft a letter of support similar to the letters of support found in the minutes from other SEACs in the province. The new SEAC member application will be forwarded to the Director for approval.

First Nations, Métis and Inuit Advisory Committee

Trustee Mainville informed Trustees that he is still waiting for the April 11 report from the Treaty 3. Director Kelly noted that the powwow held at Couchiching on May 14, 2013 was outstanding. The facility is stunning. B. Hyatt, Principal at St. Michael's School and Student Success Leader did an excellent job organizing the event, which had over 100 students dressed in their regalia. It was a joyful and wonderful event, and the students danced freely. It was a celebration of our First Nations culture and students and staff had a great time. Mary-Catherine Kelly and Mark Chojko-Bolec attended the Rainy River First Nations fish fry held Friday, May 17, 2013.

Thunder Bay Diocesan Trustees' Association Executive

Trustee van Oort reminded Trustees that the Thunder Bay Diocesan Trustees' Association has requested submissions for nominations of a person who has contributed to Catholic Education in an exemplary way. Trustee Huntley will submit a written nomination to the Thunder Bay Diocesan Trustees' Association.

Northwest Ontario Student Services Consortium

Trustee Kulchyski referred Trustees to the report presented in the Board Reports – Items for Monitoring: Action Required section of the agenda.

Transportation Committee

Trustees received the Agenda for April 22, 2013 and Minutes for May 22, 2012 and April 22, 2013 as presented. Trustee Huntley noted that he was not present at the April 22nd meeting.

Audit Committee

Trustee Larson informed Trustees that the Audit Committee will hold its next meeting on June 4th at 5:00. Director Kelly informed Trustees that committee member Frank Ball has tendered his resignation from this committee.

Reports – Items for Decisions: Action Required

- Board Governance By-Laws At its Committee of the Whole meeting dated March 19, 2013 Trustees agreed that number nine in By-Law 400 be revised to remove the sentence, "The Chair or the Chair's designate cannot attend by electronic means."
- Third Reading
- Moved by: K. Bryck
Seconded by: T. Larson
- Motion 13-065 THAT the Board approve the revision to By-Law 400 Attendance of Trustees at Meetings as determined at its Committee of the Whole Meeting held March 19, 2013.
- CARRIED.

Reports – Items for Monitoring: Action Required

- Director's Report Leading & Serving in Our Catholic Schools
- The Role of the Catholic Administrator
 - Self-Reflection Tool
- Director Kelly shared the two documents for the use of principals, vice principals and system leaders. The documents "Leading and Serving in our Catholic Schools" highlights the role of the Catholic administrators and offers a reflection tool for self-assessment, based on the Ontario Catholic Leadership Framework.
- OCSTA AGM May 2-4, 2013
- President's Report
 - Minister of Education Report
 - Early Learning Report
- Trustees received the OCSTA AGM May 2-4, 2013 reports as presented. Congratulations was extended to Anne-Marie Fitzgerald on her re-election to Director at Large for the OCSTA Provincial Executive.
- Catholic Education Week Update
Trustees received the Catholic Education Week Update as presented.
- Me to We Social Justice Event "We Stand Up"
Trustees received the Me to We Social Justice Event "We Stand Up" report as presented. The Board did send teachers and student leaders to attend this event, which was enjoyed by all.
- Equity & Inclusive Education Intermediate Workshops
Trustees received the Equity & Inclusive Education Intermediate Workshops report as presented.
- St. Joseph's School FDK S. Van Haesendonck, Manager of Finance informed Trustees that

Renovation	the tenders for the St. Joseph's School FDK Renovation have been published and an addendum has been distributed. The tender closes May 28, 2013. We will do an email vote for consideration of the successful tender shortly after it closes. In 2011, in order to implement the unofficial FDK program, a 2 classroom addition was added to the existing portable classroom structure which left \$426,622 remaining from the funding allocation of \$754,834, to complete renovations by September 2013 when the official FDK program will commence.
Northwest Ontario Student Services Consortium & Rainy River District Transportation Services Consortia E&E Update	S. Van Haesendonck, Manager of Finance informed Trustees that the Ministry has completed its E & E Rating for both Consortiums. Superintendent of Business, C. Howarth, is optimistic that they will receive a high E & E Rating, which would hopefully result in additional transportation funding.
Suspension & Expulsion Data 2009	Superintendent of Education, M. Saari, informed Trustees that the Suspension and Expulsion data has been shared with Principals. Schools have strategies in place that work with student so that problems don't arise. Due to these excellent strategies, our schools have a low suspension rate and no expulsions recorded. The Ministry of Education supports student learning and well-being through analysis of suspension and expulsion data captured and calculated in OnSIS on a yearly basis. Superintendent Saari answered Trustee queries.
Leading Student Achievement: Networks for Learning	Trustees received the Leading Student Achievement: Networks for Learning Report as presented.
Teacher Learning & Leadership Program (TLLP)	Trustees received the Teacher Learning & Leadership Program (TLLP) Report as presented.
District Review Process	Trustees received the District Review Process report as presented. Director Kelly noted this is a learning opportunity for staff because we go into the class and talk with the students. Teaching practices are in line with the provincial standards. Superintendent of Education, M. Saari, wanted to thank Joanne Querel for all the work she has done in this area.
Newsletter to Parents	Trustees received the Newsletter to Parents as presented. The parent newsletter has covered excellent topics this year to assist parents. Director Kelly noted that Joanne Querel is also involved with the PIC and brings workshops/information to each meeting to support parent education.

Moved by: H. Huntley
Seconded by: K. Bryck

Motion 13-066

THAT the Reports "Items for Monitoring" presented at the Regular Meeting of The Northwest Catholic District School Board dated May 21, 2013, be confirmed as presented.

CARRIED.

School Council Meeting Minutes/Reports: Action Required

- St. Patrick's School – October 10, 2012, November 7, 2012, November 29, 2012 & February 6, 2013
- Sacred Heart School – March 21, 2013
- St. Joseph's School – April 30th, 2013

Moved by: T. Larson

Seconded by: J. Kulchyski

Motion 13-067

THAT the School Council Meeting Minutes presented at the Regular Meeting of The Northwest Catholic District School Board dated May 21, 2013, be confirmed as presented.

CARRIED

Chairperson Report

N/A

Correspondence – Action

None

Other Motions**New Business And Notices Of Motion****Future Meetings**

- CCSTA AGM – June 6-8, 2013, Winnipeg, Manitoba
- CCSTA National Conversation on Catholic Education October 3-5, 2013, Marriot Hotel, Ottawa, Ontario

Director Kelly noted that traditionally we send the Catholicity Coordinator, the OECTA President, the Board Chair and the Director of Education to the CCSTA National Conversation on Catholic Education because they are involved in FACE. Trustees discussed attendance at this conference and how it would affect the budget.

Moved by: H. Huntley

Seconded by: T. Larson

Motion 13-068

THAT, for the 2013/2014 School Year Trustees, other than the Chair, have the opportunity to attend CCSTA in Ottawa or Kingston.

CARRIED.

Reports - Information Only

Correspondence – Information Only

Trustees received the following correspondence for information.

- OCSTA 2013 Ontario Budget
- Ontario Legislative Highlights, Budget Bulletin
- Ontario News – A Budget for a Prosperous & Fair Ontario
- Ministry of Education, Patti Pella, Approval of Modified 13/14 School Year Calendar
- Hamilton-Wentworth DSB Letter to Honourable Liz Sandals
- Lakelands DSB SEAC Letter to Honourable Liz Sandals
- Lakelands DSB SEAC Letter to Honourable Ted McMeekin
- Durham DSB Letter to Honourable Liz Sandals
- St. Mary's CWL Members
- The Terry Fox Foundation
- Diocese of Thunder Bay, Most Rev. Fred J. Colli
- Our Lady of the Way School ARC Minutes, March 20, 2013
- OCSOA President-Elect for 2013/14, Simone Oliver
- OCSOA eNews, April 2013
- OCSOA Conference Mass, April 19, 2013
- Catholic Education: A National Conversation, October 3, 4, & 5, 2013
- Northwestern Ontario Student Services Consortium Update – April 9, 2013
- Thank You Card – St. Mary's CWL

Observer Comments

None

Board's Self Evaluation

Summary of Board Self Evaluation for April 16, 2013.

In-Camera Session

Moved by: H. Huntley
Seconded by: T. Larson

Motion 13-069

THAT the Regular Meeting of The Northwest Catholic District School Board adjourn into an In-Camera Session with the public excluded at 8:30 p.m.

CARRIED.

Break

The Board took a break at 8:31 p.m.

Reconvene

The Board reconvened with the in-camera session at 8:44 p.m.

Business Arising From In-Camera Session

Personnel Report

Moved by: T. Larson
Seconded by: R. van Oort

Motion 13-070

THAT the Board confirm the Personnel Report for the period April 17, 2013 to May 21, 2013 as presented at its In-Camera Session held on May 21, 2013.

CARRIED.

Director of Education
Appointment

Moved by: K. Bryck
Seconded by: R. van Oort

Motion 13-071

THAT, subject to the approval of the Ontario Minister of Education, the Board of Trustees of the Northwest Catholic District School Board approve the appointment of Rick Boisvert to the position of Director of Education and Secretary of the Board on a five year renewable term contract effective September 1, 2013.

CARRIED.

Superintendent of
Education Contract
Extension

Moved by: J. Kulchyski
Seconded by: H. Huntley

Motion 13-072

THAT the Board confirm the extension of Margot Saari for the position of Superintendent of Education for the period commencing July 13, 2013 and terminating August 31, 2014, upon approval of the Ministry of Education.

CARRIED.

Adjournment

Moved by: R. van Oort
Seconded by: T. Larson

Motion 13-073

THAT The Northwest Catholic District School Board adjourn at 10:35 p.m.

CARRIED.

Amy Mary Fitzer
Board Chair

Ms. Jay Catherine Kelly
Recording Secretary