

SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD



Mission Statement

*In partnership with the students, the home and the community,
Superior-Greenstone District School Board will address individual students' needs by providing:
a diverse education that prepares for and honours their chosen path for success,
avenues that foster a love of learning, and
the means to honour varied learning styles.*



Videoconference Site Locations

Superior-Greenstone District School Board ... (SGDSB) 12 Hemlo Drive, Marathon, ON
 Manitouwadge High School (MNHS) 200 Manitou Road W., Manitouwadge, ON
 Marathon High School (MRHS) 14 Hemlo Drive, Marathon, ON
 Lake Superior High School (LSHS) Hudson Drive, Terrace Bay, ON
 Nipigon-Red Rock District High School (NRHS) 20 Frost Street, Red Rock, ON
 Geraldton Composite High School (GCHS) 500 Second Street West, Geraldton, ON

Regular Board Meeting 2012/02

Committee of Whole Board In-Camera
(Closed to Public) 3:30 p.m.

Regular Board Meeting: (Open to Public)
Follows conclusion of In-Camera

MINUTES

Monday, January 23, 2012

Designated Site: Superior-Greenstone DSB Meeting Room 12, Hemlo Drive, Marathon, ON

Board Chair: Pauline (Pinky) McRae

Director Designate: Cathy Tsubouchi

VC Sites at: GCHS / LSHS / MNHS / NRHS

Teleconference Moderator: RM. Joannette

PART I: Committee of Whole Board
PART II: Regular Board Meeting

Section (A) In-Camera: : – (closed to public): 7:04 p.m.
Section (B) : – (open to public) 7:20 p.m.

Attendance

<u>Trustees</u>	Attendance: On-site (OS); Teleconference (TC); Videoconference (VC); Absent (A); Regrets (R)										
	OS	TC	VC	A	R	OS	TC	VC	A	R	
Bartlett, Bette		X				Mannisto, Mark			X		
Brown, Cindy	X					McRae, Pauline (Pinky)	X				
Dart, Alannah (Student)	X					Pelletier, Allison (Student)			X		
Fisher, Cindy		X				Rozsel, Christine (Student)			X		
Fisher, Matthew					X	Santerre, Angel			X		
Keenan, Darlene		X				Simonaitis, Fred			X		

<u>Board Administrators</u>	Attendance Mode: On-site (OS); Teleconference (TC); Videoconference (VC); Absent (A); Regrets (R)				
	OS	TC	VC	A	R
Tamblyn, David: Director of Education			X		
Petrick, Nancy: Superintendent of Education		X			
Tsubouchi, Cathy: Superintendent of Business	X				
Williams, Dianne: Manager of Accounting Services	X				
Chiupka, Wayne: Manager of Plant Services/Transportation					X
Morden-Cormier, Nicole: School Effectiveness Leader		X			
Willcocks, Barb: Student Success Leader		X			
Paris, Marc: Coordinator of Maintenance					X
Draper, Barb: Coordinator of Human Resources Services	X				
Ross, Brad: Coordinator of Systems and Information Technology					X
Joannette, Rose-Marie: Administrative Assistant / Communications	X				

1.0 Roll Call

Due to inclement weather, the meeting was delayed by 30 minutes to permit an opportunity for Trustees who were to travel into videoconference sites were able to join the meeting. Board Chair P. McRae conducted roll call at 7:03 p.m. and members were present as noted above.

PART I: *Committee of the Whole Board*

Section (A) In-Camera: – (closed to public) 7:04 p.m.

2.0 Committee of the Whole Board *(In-Camera Closed)*

(Attached)

2.1 Agenda: Committee of the Whole Board - Closed **14/12**

Moved by: Trustee Keenan

Second: Trustee Brown

✓ That, the Superior-Greenstone DSB go into a Committee of the Whole Board Section A (Closed Session) at 7:04 p.m. and that this portion be closed to the public.

Carried

2.2 Rise and Report from Closed Session

15/12

Moved by: Trustee Brown

Second: Trustee C. Fisher

✓ That, the Superior-Greenstone DSB rise and report from the Committee of the Whole Board Section A (Closed Session) at 7:17 p.m. and that this portion be open to the public.

Carried

PART II: *Regular Board Meeting*

Section (B): – (open to public): 7:20 p.m.

3.0 Regular Meeting Call to Order

16/12

Moved by: Trustee Brown

Second: Trustee Keenan

✓ That, the Superior-Greenstone DSB Regular Board Meeting on Monday, January 23, 2012 be called to order at 7:20 p.m.

Carried

4.0 Report of the Committee of the Whole Closed Section A

4.1 17/12

Moved by: Trustee Keenan

Second: Trustee Santerre

✓ That, the Superior-Greenstone DSB Committee of the Whole, In-Camera Section A (Closed)

Reports be adopted including the confidential minutes' record from meetings held on:

- 1. Annual Organizational & Regular Board Meeting 2012-01 – December 5,, 2011*

Carried

5.0 Approval of Agenda

Board Chair McRae advised that Agenda Item 12.1 does not require a motion to affect; rather correspondence will be sent to the ministry to inform of the change in Director Tamblyn's qualification status. The agenda will be amended to renumber items under Section 12.0

18/12

Moved by: Trustee Keenan

Second: Trustee Santerre

✓ That, the agenda for the Superior-Greenstone DSB 2012/02 Regular Board Meeting, Monday, January 23, 2012 be accepted and approved as amended.

Carried

6.0 Disclosures of Interest re: Open Session

There were no disclosures offered at this time.

7.0 Minutes: Board Meetings and Board Committee Meetings

19/12

Moved by: Trustee Mannisto

Second: Trustee Keenan

✓ **That**, the minutes of the following Board meetings be adopted: the minutes of the following Board meetings be adopted:

1. Annual Organizational & Regular Board Meeting 2012-01 – December 5,, 2011
and that the Board acknowledges receipt of the following minutes:
2. Parent Involvement Committee Meeting – November 23, 2011

Carried

8.0 Board Committee Reports: (Statutory / Standing / Ad Hoc)

8.1 Board Audit Committee

(D. Keenan/ C. Tsubouchi)

8.1.1. Report No. 06: Audit Committee Meeting held December 20, 2011

Superintendent of Business Cathy Tsubouchi provided a detailed account of the items covered during the Audit Committee meeting on December 20, 2011. She reviewed the attachments including the Draft Financial Statements, noting that Trevor Ferguson of Deloitte & Touche had provided a comprehensive review of the Independent Auditor's Report in December

20/12

Moved by: Trustee Mannisto

Second: Trustee Keenan

✓ **That**, the Audit Committee recommends that the Superior-Greenstone DSB accepts the 2010/11 audited Financial Statements, pending the Minister's approval and makes the following reserve transfers:

From Retirement Gratuities Reserve	\$400,000.00
From Winning Teams Reserve	\$6,631.00
From Insurance Reserve	\$10,000.00

And that, the Audit Committee recommends that the Superior-Greenstone DSB accepts the 2010/11 Annual Detailed and Annual Summary Reports

Carried

- 8.2
- Board Policy Review Committee
 - Next meeting is on January 30, 2012
 - Native Education Advisory Committee
 - Next meeting is on February 14, 2012 at George O'Neill PS
 - Occupational Health and Safety Committee
 - An informative presentation was made regarding an issue of asbestos handling. According to schedule, next meeting is on March 8, 2012.
 - Parent Involvement Committee
 - Next meeting is on January 31, 2012
 - Special Education Advisory Committee
 - Next meeting is on February 2, 2012
 - Transportation Committee
 - No Report

9.0 Business Arising Out of the Minutes

9.1 December 5, 2011 Agenda Item 22.3.1: Trustee Sub-Committee Appointments for 2012

Board Chair McRae revisited this item to permit opportunity for those Trustees who were not in attendance at the December 5, 2011 Organizational meeting to offer expressions of interest for any board committees upon which they wished to serve.

- 9.1.1 Appointment to Native Education Advisory Committee
Trustee Bette Bartlett advised she was prepared to serve on the Native Education Advisory Committee. B. Bartlett's desire for full appointment was accepted and in turn, Trustee F. Simonaitis agreed to move into the alternate position.
- 9.1.2 Appointment to Parent Involvement Committee
Trustee Cindy Fisher advised she was prepared to serve on the Parent Involvement Committee. C. Fisher's desire for full appointment was accepted and in turn, Trustee A. Santerre agreed to move into the alternate position.
- 9.1.3 Appointment of Chair, Native Education Advisory Committee
Trustee C. Fisher's absence at December 5, 2011 Organizational Meeting negated opportunity to assign her appointment as Chair of NEAC. The motion was carried at this time as follows:

21/12

Moved by: Trustee Brown

Second: Trustee Mannisto

✓ That, the Superior-Greenstone DSB appoints Cindy Fisher as Chair of the Native Education Advisory Committee, effective January 23, 2012

Carried

10.0 Delegations and/or Presentations

- 10.1 Excellence in Education: Growing Success Implementation Project: A Success Story at LSHS
Lake Superior High School Principal Linda Palmer provided a comprehensive report regarding this project at the school. It included video clips of a Gr. 12 classroom lesson illustrating how students come to be fully engaged in the event. The teacher demonstrates the conduct how a collaborate conversation with the students, evolves into a student-led learning program where descriptive feedback is evoked from the group to establish the success criteria for the learning goals of the lesson. Ministry of Education support of the project is complete with its supply of video-camera recordings to be used in professional learning communities. As well, there are five on-site school visits from Regional educational officers, which as a component of the program will facilitate monitoring of the program for evidence of learning in this initiative.

Superintendent of Education Nancy Petrick advised that this pilot is expected to be implemented in other high schools over time and there are plans to collaborate in the 7 and 8 classes in the other areas.

10.2 Student Trustees' Update

10.2.1 Alannah Dart

In her verbal report, Ms. Dart updated the Board about events at Marathon High School including:

- November 30-Vow of Silence an event that saw \$500 in pledges taken to raise money for child abuse, poverty and exploitation in third world countries. Students' participation involved a vow to be silent for a day including turning off all communication devices.
- December food drive was successful with a substantial donation made to the Marathon Food Bank
- Christmas dance was well attended
- Grade 11 Art Class painted Common Area windows based on the theme, "Christmas Around the Globe"
- Student Council is breaking from activities until start of second semester because January is a stressful time culminating with first term examinations
- Ms. Dart requested and received approval to attend the Ontario Student Trustees' Association Conference to be held in Ottawa on February 9-11, 2012. A teacher chaperone will accompany the student trustee group.

10.2.2 Allison Pelletier

A verbal update was given about events at Geraldton Composite HS, including:

- Student Council food drive was successful
- \$4800 was raised for the Geraldton Harvest Centre
- Christmas dance held in conjunction with Ecole Secondaire Chateau Jeunesse was hugely successful with more than half of the school population attending
- Two new clubs; the Photography and the Garden Club have started up at GCHS
- The Annual Pancake Breakfast (teachers serving students) was held on December 23, 2012
- Sports teams are doing well and hope to have a banner brought back by the Curling Team
- There was a Student Senate meeting held in November with several student presentation made including one from Amanda Czerwinski, an appointee to the Minister of Education's Student Advisory Council
- She noted that a student survey results have been collated, noted a couple of highlights being that:
 - Elementary students were no keen to have the split grade
 - Elementary students do feel they have a say about what is happening in their school
 - Students are grateful for the involvement and advocacy by Student Trustees
 - Secondary students do not feel there are adequate learning resources in school
 - Secondary students are not that keen on the virtual classroom environment
 - Student senate is attempting to set up a Wiki-page to help the group stay connected
 - Next meeting is on February 16, 2012
- Ms. Pelletier sought permission and was approved to attend OSTA in February 2012.

10.2.3 Christine Roszel

In her verbal update the following information was relayed

- Candy-grams for Christmas raised significant funds
 - Four carts of food were donated by students and sent to food bank for hampers
 - In a poll, 67% of students approve of acquiring a new mascot costume, now the focus on how to, or if a fund raiser needed to afford purchase
 - Athletic Association is gearing up for the 5th Annual Cardboard box races
 - Student council is preparing for the 30-Hour Famine and hope to top last year's donations of \$1500
 - Ms. Roszel sought permission and was approved to attend OSTA in February 2012.
- Trustee M. Mannisto thanked the group for their remarks and requested that the information be consolidated into a report for public consumption. Director Tamblyn said that he intends to make a note of the Student Trustee comments in the monthly Director's Report.

11.0 Reports of the Business/ Negotiations Committee

(Business/Negotiations Chair: D. Keenan)

Superintendent of Business: C. Tsubouchi

11.1 Report No. 07: Board Estimate Process 2012-2013

Superintendent of Business Cathy Tsubouchi provided a brief overview of her written report advising that the timelines for initiating the process remain similar to past years. The Ministry of Education has indicated that it is their intention to release funding announcements for the 2012-2013 estimates in March of this year. The estimates adopted by the Board are due into the Ministry of Education no later than June 30, 2012.

22/12

Moved by: Trustee Brown

Second: Trustee Keenan

✓ **That**, the Superior-Greenstone DSB accepts Report No 07: Board Estimate Process for the 2012-2013 School Year as presented.

Carried

11.2 Report No. 08: Interim Reports Schedule for 2011/12

C. Tsubouchi reported that this is the third school year that interim financial reports are made to the board. The purpose of interim financial reports is to provide management and the board of trustees with a clear understanding of the status of the current year's budget versus actual expenditures to date, and an outlook for the remainder of the year. These reports are scheduled to happen in February, May and August 2012.

11.3 Report No. 09: 2011-2012 Internal Review Proposal

Manager of Accounting Services Dianne Williams reported that as per Board policy the Internal Review is proposed annually where two elementary and a secondary school (on a rotational basis) undergo an audit for enrolment, inventory, invoice processing, cash handling and school funds. The findings of the audit will be presented to the Board Audit Committee in June. Audits will be done at the Manitowadge and the Dorion Public Schools as well as the Manitowadge High School.

23/12

Moved by: Trustee Brown

Second: Trustee Mannisto

✓ **That**, the Superior-Greenstone DSB approves Report No. 09: 2011-2012 Internal Review Proposal and that the report be presented to the Board Audit Committee in June.

Carried

11.4 Report No. 10: Disbursement November & December 2011

D. Williams provided a summary of this report.

12.0 Reports of the Director of Education

Director of Education: David Tamblyn

12.1 Report No. 11: Common Ground & Purpose: Roles and Responsibilities

Director David Tamblyn provided an overview of the report, explaining that Bill 177 introduced a number of changes in legislation pertaining to School Board Governance. Board Trustees were in September and November provided professional development with the focus on building a strong board team and a leadership partnership with the Director. The workshop dealt extensively with the legal roles and responsibilities of the individual trustee, the Board and the Director of Education. In conclusion, it was decided that a job description for individual trustees, the board group itself as well as that of the Director of Education would be developed. Given the heavily conscripted nature of the roles and responsibilities as outlined in Bill 177, these job descriptions will be posted directly to the Board Policy Section 800 Role Descriptions.

24/12

Moved by: Trustee Mannisto

Second: Trustee Brown

✓ **That**, the Superior-Greenstone DSB, having received Report No 11 approves the following direction to process the adoption of Policy relative to Role Descriptions for the Individual Trustee, the Board, and the Director of Education, that is, Option A

Carried

12.3 Report No. 12: Director's Monthly Report- January 2012

Director Tamblyn advised a report of this nature would be a regular feature at future board meetings. The report would consolidate information about events, updates and good news items, which might not warrant a stand-alone report to the Board, but are important to communicate to

keep Trustees apprised of as much developing information as possible. He invited anyone who may have items for this summary to forward to him at their convenience for inclusion.

13.0 Reports of the Education Committee

(Education Chair: Angel Santerre)

Superintendent of Education: Nancy Petrick

- 13.1 Report No. 13: Update: School College Work Initiatives – Dual Credit Program
Student Achievement Lead, Barb Willcocks provided an overview of this report noting that the positive reception of the program has seen it grow from six courses to nine credit courses for the 2011-2012 school year.
Student Trustee A. Pelletier inquired if there were any statistics being logged as to the continuity of the students following through on the careers related to the dual credit programs for which they enrolled. B. Willcocks advised that this statistic is not monitored at this time, but it may be an interesting outcome to track in the future.

14.0 Matters for Decision

Board Chair: Pinky McRae

- 14.1 Report No. 14: Personnel – January 23, 2012
This report was presented for information with specific inquiries regarding staff addressed during the in-camera, closed section.

15.0 New Business

- 15.1 Board Chair
- 15.1.1 Marathon Community Adjustment Committee
Board Chair P. McRae provided a brief update about her involvement on the Marathon Community Adjustment Committee, noting that the group is seeking a firm to do research on what is needed for education in our areas
- 15.1.2 Strategic Leadership Conference
P. McRae, Trustee M. Mannisto and Director Tamblyn attended this session on January 19, 2012. It was by ministry invitation and the session was of value in terms of helping Board set direction for their Strategic Planning endeavours. As well, the networking component of the event helped their group determine that this board is doing relatively well and in some areas is ahead by comparison with other boards.

Director Tamblyn added that a Strategic Planning Committee group has/is being put together and he expects that System Improvement Team to be a major contributor and invites the Trustees to join that team as well. P. McRae expressed her interest in being a member on this front.
- 15.1.3 Schools in the Middle
P. McRae audited this session in Thunder Bay on January 20, 2012 and notes that it was an impressive to be hear from a ground-level perspective what our Principals are doing in our schools.
- 15.2 Trustees' Reports: Constituent Concerns
Trustee M. Mannisto advised that sawmills in both Nakina and in Longlac have declared bankruptcy.
- 15.3 Future Board Meeting Agenda Items
- Student Trustee A. Pelletier advised she would like to update the Board on about the Geraldton Composite HS Peer Mediation/John Howard Society Groups' work.
 - Trustee C. Brown requested that a limited review of some aspects of the Board Bylaws, which should be revised.

16.0 Notice of Motion

Nil

17.0 Trustee Associations and Other Boards

17.1 OPSBA

Trustee D. Keenan reminded group that Public Education Symposium is set for this coming weekend.

18.0 Observer Comments

(Members of the public limited to 2-minute address)

Nil

19.0 Adjournment

25/12

Moved by: Trustee Brown

Second: Trustee C. Fisher

✓ **That**, the Superior-Greenstone DSB 2012/02 Regular Board Meeting, Monday, January 23, 2011 adjourn at 8:43 p.m.

Carried

<u>2012 Board Meeting Schedule</u>	
6:30 p.m.: All Meetings Convened at Superior-Greenstone DSB Meeting Room, Marathon, ON	
Tuesday, February 21	Monday, August 20
Monday, March 19	Monday, September 17
Monday, April 16	Monday, October 22
Tuesday, May 22	Monday, November 19
Monday, June 18	Friday, December 7
Monday, July 16	

SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD

Regular Board Meeting 2012/02

Committee of the Whole Board: Closed Session.

Monday, January 23, 2012

Designated Site: Superior-Greenstone DSB Meeting Room 12, Hemlo Drive, Marathon, ON

TOPICS

Board Chair: P. McRae

VC Sites at: LSHS / MNHS / NRHS /SGBO

Director Designate: Cathy Tsubouchi

Teleconference Moderator: RM. Joannette

PART I: Committee of Whole Board – Closed

Section (B): In-Camera 7:04 p.m.

- 1.0 Disclosure of Interest: re Closed Session (P. McRae)
- 2.0 Approve Agenda: Committee of the Whole In-Camera (Closed) (P. McRae)
- 3.0 Personnel Report: (Trustee Queries re Personnel Report No. 14) (B. Draper)
- 4.0 In-Camera (closed) Meeting Minutes
 - December 5, 2011 Annual Organizational & Regular Board Meeting (Attached)
- 5.0 Property Issue: IC Report 01- January 23, 2012 (Attached - W. Chiupka)
- 6.0 Property Issue: Correspondence (Attached)
- 7.0 Personnel: Vacation Carryover (Information to follow Separately)

Regular Board Meeting 2012-02

Monday, January 23, 2012

MINUTES

APPROVED THIS _____ DAY OF _____, 2012

SECRETARY

CHAIR