

**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

**Board Meeting No.-3/2004**

**MINUTES**



Electronic Meeting



Face-to-Face

Committee of Whole Board (*Closed Session*)

\ Regular Board (*Public Session*)

Monday, February 16, 2004 – 6:30 p.m.

Convened at Superior-Greenstone DSB Board Meeting Room, Marathon, Ontario  
Via Videoconference

Designated Board Chair: Guy Champagne

Director: H. Wilson-Boast

Part I

*Committee of the Whole Board: 6:32 p.m.*

*Section (A): In-Camera, Session 1 – (closed to public): 6:33 p.m.*

*Section (B): In-Committee (open to public): 6:49 p.m.*

Part II

*Regular Board (open to public): 7:30 p.m.*

Notes: Per Board Bylaw Section 4.0, Part 4.2.1 and Section 13.0, Part 13.2 and due to the physical absence of the Chair in the Meeting Room of the Board, the Board Vice Chair, Guy Champagne acted as Chair with the duties and responsibilities as outlined in Section 13.0, Part 13.1.

Attendance

<b><u>Trustees</u></b>	<i>Attendance Mode: On-site (OS); Teleconference (TC); Videoconference (VC); Absent (A); Regrets (R)</i>										
	OS	TC	VC	A	R		OS	TC	VC	A	R
Aylward Les			✓			Mannisto, Mark			✓		
Bartlett, Bette			✓			Notwell, Kathryn		✓			
Champagne, Guy	✓					Sparrow, Julie	✓				
Keenan, Darlene			✓			Turner, Jim			✓		
Ray, Dean: Student	✓										

<b><u>Board Administrators</u></b>	<i>Attendance Mode: On-site (OS); Teleconference (TC); Videoconference (VC); Absent (A); Regrets (R)</i>				
	OS	TC	VC	A	R
Heather Wilson-Boast: <i>Director of Education</i>	✓				
Bruce Rousseau: <i>Superintendent of Business</i>	✓				
Patti Pella: <i>Superintendent of Education</i>	✓				
John Robart: <i>Assistant to Superintendent of (Education</i>	✓				
Cathy Tsubouchi: <i>Manager of Accounting Services</i>	✓				
Wayne Chiupka: <i>Manager of Plant Services</i>	✓				
Barb Draper: <i>Coordinator of Human Resources Services</i>	✓				
Brad Ross: <i>Coordinator of Systems and Information Technology</i>	✓				
Rose-Marie Joanne: <i>Transportation Manager/ Administrative Assistant</i>	✓				

**1.0 Roll Call**

Designated Board Chair Guy Champagne conducted roll call at 6:32 p.m. Members present as noted above.

**2.0 Disclosure of Interest: re Closed Session**

There were no disclosures of interest regarding the closed session.

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PART I: *Committee of the Whole Board Section (A)*

*In-Camera Session 1: - (Closed to Public); 6:33 p.m.*

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**3.0 Committee of the Whole Board Section A** *(In-Camera Closed)*

*(Go to Committee of Whole Closed)*

3.1 Agenda: Committee of the Whole Board

**43/04**

*Moved By: Trustee L. Aylward*

*Seconded By: Trustee M. Mannisto*

**4 That**, the Superior-Greenstone DSB go into a Committee of the Whole Board (In-Camera Session) at 6:33 p.m. and that this portion be closed to the public.

Carried

**44/04**

*Moved By: Trustee J. Sparrow*

*Seconded By: Trustee M. Mannisto*

**4 That**, the Superior-Greenstone DSB rise and report from the Committee of the Whole Board (In-Camera Session) at 6:49 p.m. and that this portion be open to the public.

Carried

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PART I: *Committee of the Whole Board Section (B)*

*(Open to Public): 6:49 p.m.*

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**4.0 See Committee of Whole: Section B** *(Open Session)*

4.1 Report No. 11: School Council Feedback re Trustee Code of Ethics

An overview of feedback received from stakeholder groups was provided. One School Council's report has not yet been received. Decision to approve the policy was deferred to March Board Meeting

4.2 Report No. 12: Rotation of Board Meetings

This item was deferred to March Board Meeting. Administration was directed to investigate availability of space and opportunity to access meeting facilities in schools that would have classes in session during the days that face-to face board meeting rotations may take place off the Board Office site.

4.3 OPSBA Election for Vacancies

D. Keenan advised that this was brought up at the November Board of Directors meeting because it was anticipated that the 2003 Municipal Elections would require that vacancies be filled. The co-vice chair position for the northern group is open. They anticipate this vacancy will be filled at the February Board of Directors meeting.

4.4 OPSBA Draft Paper on Good Governance

D. Keenan advised that this proceeded though the OPSBA Executive Council and passed at that level.

**45/04**

Moved By: Trustee L. Aylward

Seconded By: Trustee B. Bartlett

**4 That**, the Superior-Greenstone DSB rise and report from the Committee of the Whole Board (Open Session) at 7: 25 p.m. and that this portion be open to the public.

Carried

4.5 Trustee Planning Meeting

Consensus is to plan session to run on April 2, and 3, 2004

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PART II: *Regular Board Meeting*

(Open to Public): 7:30 p.m.

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**5.0 Regular Meeting Call to Order and Approval of In-Camera Report**

G. Champagne called the Regular Meeting to order at 7:30 p.m.

5.1 Report No. 11: School Council Feedback re Trustee Code of Ethics

Although the Board took receipt of this report, a decision on this matter was deferred to March Board Meeting as information from a School Council remains outstanding

**46/04**

Moved By: Trustee K. Notwell

Seconded By: Trustee J. Turner

**4 That**, the the Superior-Greenstone DSB receive Report No.: 11 - School Councils' Feedback re Draft-Trustee Code of Ethics for information.

Carried

**47/04**

Moved By: Trustee J. Sparrow

Seconded By: Trustee D. Keenan

**4 That**, the Superior-Greenstone DSB approve the Committee of the Whole (In-Camera) Report.

Carried

**6.0 Approval of Agenda**

**48/04**

Moved By: Trustee L. Aylward

Seconded By: Trustee B. Bartlett

**4 That**, the agenda for the Superior-Greenstone DSB Regular Board Meeting #3/2004 be accepted and approved as amended to add the Transportation Committee Meeting (Verbal Report) as Item 8.3.

Carried

**7.0 Disclosure of Interest re: Open Session**

There were no disclosures of interest regarding the open session

**8.0 Minutes**

8.1 Board Meetings:

8.1.1 # 2/2004: Regular Board – January 19, 2004

**49/04**

Moved By: Trustee M. Mannisto

Seconded By: Trustee J. Turner

**4 That**, the minutes from the following Board Meetings be and are hereby declared adopted:

- # 2/2004 Regular Board Meeting – January 19, 2004

Carried

8.2 Statutory Committees

8.2.1 SEAC Meeting-January 14, 2004

**50/04**

Moved By: Trustee D. Keenan

Seconded By: Trustee L. Aylward

**4 That**, the minutes from the following SEAC Meetings be acknowledge as received:

- SEAC: January 14, 2004

Carried

8.3 Transportation Committee Meeting: February 12, 2004

Transportation Manager, RM. Joanne provided a verbal report regarding the Transportation Committee Meeting convened on February 12, 2004. The Transportation Committee reviewed a request from the Marjorie Mills Public School Council to consider expanding bus transportation services in Longlac. Expansion of transportation services would require an exception to be made to Transportation Policy # 301 and add significant additional expenditure for bus services.

**51/04**

Moved By: Trustee J. Sparrow

Seconded By: Trustee M. Mannisto

**4 That** the Superior-Greenstone District School Board approve the recommendation of the Board Transportation Committee that transportation service levels in the Town of Longlac remain as currently established under the provisions of the Transportation Policy # 301, and,

**That**, the Board direct Administration to send a letter to the Municipality of Greenstone to address the concerns expressed by the Transportation Committee.

Carried

**9.0 Business Arising Out of the Minutes**

9.1 Trustee Appointment to Board Policy Committee:

See Item 12.1: Board Meeting January 19, 2004

**52/04**

Moved By: Trustee K. Notwell

Seconded By: Trustee M. Mannisto

**4 That**, the Superior-Greenstone DSB appoints Trustee, Darlene Keenan to the Board Policy Committee, for the period, January 19, 2004 to November 30, 2006:

Carried

9.2 Report No.:13: Update: 2004-2005 Draft School Year Calendar

See Item 21.23: Board Meeting December 5, 2003

**53/04**

Moved By: Trustee J. Sparrow

Seconded By: Trustee D. Keenan

**4 That** the Superior-Greenstone DSB receive Report No. 13: Update Draft 2004-2005 School Year Calendar as presented.

Carried

**54/04**

Moved By: Trustee J. Turner

Seconded By: Trustee M. Mannisto

**4 That**, the Superior-Greenstone DSB direct Senior Administration to further consult with its coterminous boards to explore the option of implementing a September 1, 2004 school year start date.

Carried

## **10.0 Reports of the Director of Education**

*(H. Wilson-Boast)*

### 10.1 Correspondence: Ministry of Citizenship & Immigration

The ministry has advised that the Superior-Greenstone DSB draft Annual Accessibility Plan may now be posted to the Board website. As a working document, administration is required to review the draft after one year and bring any revision forward to the Board at that time.

### 10.2 Good News Glances

#### 10.2.1 Manitowadge High School: Grassroots Proposal

A \$9,000.00 grant has been awarded to the school as a result of its application to the SchoolNet Grassroots Program. The winning proposal includes the creation of a website to provide on-line pre-placement activities for Cooperative Education Students.

## **11.0 Reports of the Education Committee**

*(Education Chair: K. Notwell)*

*Superintendent of Education: P. Pella*

No Report

## **12.0 Reports of the Business Committee**

*(Business Chair: L. Aylward)*

*Superintendent of Business: B. Rousseau*

### 12.1 Update: Sale of Lake Superior HS (Schreiber Building)

The transfer of title is proceeding with the expectation that the matter will be finalized shortly.

### 12.2 Report No. 14: Report on Results of 2003 Audit—by Deloitte & Touche

**55/04**

*Moved By: Trustee D. Keenan*

*Seconded By: Trustee K. Notwell*

**4 That, the Superior-Greenstone DSB receive Report No. 14: Report on Results of 2003 Audit —by Deloitte & Touche as presented.**

Carried

The Manager of Accounting Services, C. Tsubouchi provided a review of the Deloitte and Touche external audit findings as completed by the firm in November 2003. The firm found the Board Financial Statements for the 2002-2003 fiscal year to be in order and compliant with regulatory requirements. The auditors noted excellent cooperation from all management and staff.

**56/04**

*Moved By: Trustee D. Keenan*

*Seconded By: Trustee L. Aylward*

**4 That, the Superior-Greenstone DSB accept the Report on Results of 2003 Audit—by Deloitte & Touche as presented.**

Carried

### 12.3 Board Directed Audit Committee

Trustee J. Turner requested that administration explore the development of a Board Directed Audit Committee. The matter was deferred to the Board Policy Committee to be addressed within its mandate to review and develop policy.

### **13.0 Matters for Decision**

*Board Chair: B. Bartlett*

#### 13.1 Disbursements: January 2004

**57/04**

*Moved By: Trustee B. Bartlett*

*Seconded By: Trustee L. Aylward*

**4 That**, the following expenditures for Superior-Greenstone DSB be approved:

*Disbursements for the month of January 2004 in the total amount of \$3,350,548.07.*

Carried

#### 13.2 Report No.: 15: Personnel-February 16, 2004

**58/04**

*Moved By: Trustee K. Notwell*

*Seconded By: Trustee B. Bartlett*

**4 That**, the Superior-Greenstone DSB receive Report No. 15: Personnel-February 16, 2004 as presented.

Carried

**59/04**

*Moved By: Trustee J. Sparrow*

*Seconded By: Trustee D. Keenan*

**4 That**, the Superior-Greenstone DSB approve the recommendations in Report No. 15: Personnel-February 16, 2004 as presented.

Carried

### **14.0 New Business**

#### 14.1 Chair

No Report

#### 14.2 Correspondence

No correspondence

#### 14.3 Student Trustee Update

Student Trustee Dean Ray provided an overview of events around the area secondary schools and reported on several current sporting events. Marathon High School received donations of over 300 books in support of the OPP drive to collect books for far northern communities libraries.

#### 14.4 Future Board Meeting Agenda Items

Trustee K. Notwell requested that the Learning through the Arts Program which is an active program at the George O'Neill, B.A. Parker and Terrace Bay Public Schools be profiled as information items at future Board Meetings.

### **15.0 Trustee Associations and Other Boards**

#### 15.1 OPSBA: Labour Relations Symposium

**60/04**

*Moved By: Trustee D. Keenan*

*Seconded By: Trustee L. Aylward*

**4 That**, Bette Bartlett be authorized to attend the Labour Relations Conference in Toronto in March and that expenses to be paid according to policy.

Carried

15.2 Other Boards

15.2.1 Correspondence: Durham DSB

The Board expressed its support for the Durham DSB resolution requesting the Ministry of Education explore the establishment of policy requiring criminal background checks for all trustees on Ontario Public School boards.

**16.0 Information and Miscellaneous**

**17.0 Observer Comments**

**18.0 Adjournment**

**61/04**

Moved By: Trustee L. Aylward

Seconded By: Trustee J. Sparrow

4 **That**, the Superior-Greenstone DSB Regular Board Meeting #3/2004 adjourn at 8:22 p.m.

Carried

**2004: Future Board Meetings**

Electronic (videoconference) Meetings held on Mondays

Committee of the Whole (*closed session*) (6:30 p.m.) / Regular Board (*open session*) (7:00 p.m.)

March 29<sup>th</sup>      May 17<sup>th</sup>      July 19<sup>th</sup>      August 30<sup>th</sup>      October 18<sup>th</sup>  
November 15<sup>th</sup>

Face-to-Face Meeting (in Marathon Board Meeting Room) are held on Fridays

Committee of the Whole (*closed session*) (11:00 a.m.) / Regular Board (*open session*) (11:30 a.m.)

April 16<sup>th</sup>      June 18<sup>th</sup>      September 17<sup>th</sup>      December 3<sup>rd</sup>

**Committee of the Whole Board / Regular Board Meeting # 3/ 2004**

Monday, February 16, 2004

**MINUTES**

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2004

\_\_\_\_\_  
SECRETARY

\_\_\_\_\_  
CHAIR

**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

**Board Meeting No.-3/2004**

**TOPICS**

Electronic Meeting

Face-to-Face

Monday, February 16, 2004

Convened by Videoconference from Superior-Greenstone DSB – Board Room, Marathon, Ontario

Designated Board Chair: Guy Champagne

Director: H. Wilson-Boast

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PART I, Section (A): *Committee of the Whole Board (In-Camera) Session 1*

*(This portion closed to public): 6:30 p.m.*

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1.0 Personnel

*(H. Wilson-Boast)*

2.0 Litigation: File No. 3330-019

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PART I, Section (B): *Committee of the Whole Board*

*(This portion open to public): TBA*

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1.0 Report No. 11: School Council Feedback re Trustee Code of Ethics  
See notes at Item 4.1

*(Electronic Attachment)*

2.0 Report No. 12: Rotation of Board Meetings  
See notes at Item 4.2

*(Electronic Attachment)*

3.0 OPSBA Vacancies for Election  
See notes at Item 4.3

4.0 OPSBA Draft Paper on Good Governance  
See notes at Item 4.4