



## SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD

**Our Mission:**

*“In SGDSB we are learners. Everything we do is designed to help all students succeed and make a difference. We build positive places for learning and working... together”.*

**Our Vision:**

*“Inspiring our students to succeed and make a difference”.*

**Our Motto:**

*“Small schools make a difference”.*

**Our Values:**

*“Character, Citizenship, Collaboration, Communication, Creativity and Critical Thinking”.*

### Regular Board Meeting 2023/04

### A G E N D A

Monday, March 27, 2023 – 6:30 p.m.

**Videoconference & Teleconference**

Microsoft Teams meeting - [Click here to join the meeting](#)  
1 – 8 0 7 – 7 0 1 – 5 9 8 0 Conference ID: 429 900 212 #

**Board Chair:** Pinky McRae

**Director:** Nicole Morden Cormier

Location: Videoconference & Teleconference

Recorder: G. Christianson

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

Section (A): – (open to public): 6:30 p.m.  
Section (B) In-Camera: – (closed to public) TBA

#### **1.0 Roll Call**

<b><u>Trustees</u></b>	Attendance: On-site (OS); Teleconference (TC); Videoconference (VC); Absent (A); Regrets (R)										
	OS	TC	VC	A	R		OS	TC	VC	A	R
Brunskill, Dr. Megan						Nesbitt, Jason					
Cormier, Dr. Paul						Pristanski, Kal					
Fairservice, Dan						Michano, Julie					
Jarvis, Allison						Grace Molinski (Student)					
Liscomb, Pat						Emeraude Hunter (Student)					
McRae, Pauline (Pinky)											

<b><u>Board Administrators</u></b>	Attendance: On-site (OS); Teleconference (TC); Videoconference (VC); Absent (A); Regrets (R)				
	OS	TC	VC	A	R
Morden Cormier, Nicole: <i>Director of Education</i>					
Fredrickson, Eric: <i>Superintendent of Education</i>					
Goodman, William: <i>Superintendent of Education</i>					
Marton, Alex: <i>Superintendent of Business</i>					
Harris, Brent: <i>Manager of Financial Services</i>					
Muir, Gordon: <i>Manager of Plant Services/Transportation</i>					
Grecica, Jason: <i>Team Lead - Business Services</i>					
Dee, Christine: <i>Team Lead – Payroll Services</i>					
Nault, Denis: <i>Manager of Human Resources</i>					
Lucas, Jay: <i>Coordinator of Information Technology Services</i>					
Kitchener, Nick: <i>Manager of Information Technology</i>					
Renaud, Deana: <i>Mental Health Manager</i>					
Bartlett, Shy-Anne: <i>Manager of Indigenous Education</i>					
Christianson, GerriLynn: <i>Executive Assistant &amp; Communications</i>					

**2.0 Regular Meeting Call to Order**

✓ **That**, the Superior-Greenstone DSB Regular Board Meeting on Monday, March 27, 2023, be called to order at \_\_\_\_\_ p.m.

**3.0 Approval of Agenda**

✓ **That**, the agenda for the Superior-Greenstone DSB 2023/04 Regular Board Meeting, March 27, 2023, be accepted and approved.

[\(Attached\)](#)**4.0 Disclosures of Interest re: Open Session**[\(Trustee Link to Conflict-of-Interest Form\)](#)**5.0 Minutes: Board Meetings and Board Committee Meetings****5.1 Board Meeting Minutes**

✓ **That**, the minutes of the following Board meeting be adopted as amended:

1. Regular Board Meeting 2023/03: February 27, 2023;

[\(Attached\)](#)**5.2 Board Committee Meeting Minutes**

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

1. Indigenous Education Advisory Committee November 15, 2022.

[\(Attached\)](#)**6.0 Business Arising Out of the Minutes****7.0 Delegations and/or Presentations****7.1 Showcasing Learning:**

Presentation Titled: Trillium Demonstration Schools

(PowerPoint Presentation  
– E. Fredrickson & W. Goodman)

**7.2 Excellence in Education: Marathon High School**

Presentation Titled: Supporting Our Students

(PowerPoint Presentation  
– Principal, Stephen Wilson)

**7.3 Report No. 28:**

Student Trustee Report: March 2023

[\(Attached\)](#) -Trustees, G. Molinski & E. Hunter)**8.0 Reports and Matters for Decision****8.1 Board Committee Reports: (Statutory / Standing / Ad Hoc)****8.1.1 Special Education Advisory Committee (SEAC) Report**

(M. Brunskill/ W. Goodman)

**8.1.2 Parent Engagement Committee (PEC) Report**

(M. Brunskill/ N. Morden Cormier)

**8.1.3 Indigenous Education Advisory Committee (IEAC) Report**

(P. Cormier/ N. Morden Cormier)

**9.0 Reports of the Business / Negotiations Committee**

Superintendent of Business: Alex Marton  
Business /Negotiations Chair: Trustee Kal Pristanski

**9.1 Report No. 29:**

Accumulated Surplus for Capital Projects No. 03

[\(Attached\)](#) – A. Marton)

✓ **That**, the Superior-Greenstone DSB, approve for release, \$110,000 in accumulated surplus funds for use in capital projects for the 2022-2023 fiscal year.

9.2 Report No. 30:  
Employee Well-Being Programs *(Attached – J. Hynnes/ A. Marton)*

9.3 Report No. 31:  
Trustee Professional Development Funds 2022-2023 *(Attached – A. Marton)*

**10.0 Reports of the Director of Education**

*Director of Education: Nicole Morden Cormier*

10.1 Report No. 32:  
Directors Monthly Report: March 2023 *(Attached - N. Morden Cormier)*

10.2 Report No. 33:  
Anishinabek Education System & SGDSB:  
Engagement Framework Agreement *(Attached - N. Morden Cormier)*

**11.0 Reports of the Education Committee**

*Superintendent of Education: Will Goodman  
Superintendent of Education: Eric Fredrickson  
Education Chair: Trustee Dan Fairservice*

11.1 Report No. 34:  
Technology Enabled Teaching & Learning  
Portfolio Board Report *(Attached – S. Wallwin/ W. Goodman)*

**12.0 New Business**

*Board Chair: Pinky McRae*

12.1 Board Chair  
12.1.1 Update: Minister and Board Chair Teleconference *(P. McRae)*

12.1.2 Trustee Professional Development Planning *(P. McRae)*

12.2 Trustee Associations and Other Boards  
12.2.1 OPSBA Director Update *(Trustee, J. Nesbitt)*

12.2.2 Indigenous Trustees Council Update *(Trustee, P. Cormier)*

12.3 Trustee Activities

12.4 Future Board Meeting Agenda Items

12.5 Board Meeting Evaluation Summary February 27, 2023  
- [Evaluation Form Link for March 27, 2023](#) *(Attached - P. McRae)*

**13.0 Notice of Motion**

**14.0 Observer Comments**

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

PART II: Committee of the Whole Board

Section (B) In-Camera: – (closed to public) TBA.

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

[\(Attached\)](#)

15.1 Agenda: Committee of the Whole Board – Closed

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

15.2 Rise and Report from Closed Session

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

**16.0 Report of the Committee of the Whole Closed Section B**

- 16.1 ✓ **That**, the Superior-Greenstone DSB Committee of the Whole, In-Camera Section B (Closed) Reports be adopted including the amended confidential minutes from the meeting held as:
1. Regular Board 2023/03: February 27, 2023

[\(Attached\)](#)

16.2 Other Recommendations from Committee of the Whole Closed Session  
(This section may be used as required coming out of closed session)

✓ **That**, the Superior-Greenstone DSB adopt the following recommendations as related to the confidential reports, which include:

- (list motions here which may apply)

**17.0 Adjournment**

✓ **That**, the Superior-Greenstone DSB 2023/04 Regular Board Meeting, Monday, March 27, 2023 adjourn at \_\_\_\_\_, p.m.

<b><u>2023 - Board Meetings</u></b>		
Videoconference and/or Designated Site indicated in schedule. Time 6:30 p.m.		
Monday, April 3, 2023 <i>*Special Board Meeting</i>	Monday, April 24, 2023	Monday, May 29, 2023 <i>*Designate Site: SGDSBLC</i>
Monday, June 26, 2023	Monday, July 10, 2023	Monday, August 28, 2023
Monday, September 18, 2023	Monday, October 23, 2023 <i>*Designate Site: GCHS</i>	Monday, November 20, 2023
Monday, December 4, 2023 (1:00 p.m.) <i>*Designate Site: Board Office</i>		

**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

**Regular Board Meeting 2023/04**

Committee of the Whole Board: Closed Session.

Monday, March 27, 2023

Videoconference and Teleconference

**A G E N D A**

**Board Chair:** Pinky McRae

**Director:** Nicole Morden Cormier

Location: Videoconference & Teleconference

Recorder: G. Christianson

PART II: Committee of Whole Board – Closed

Section (B): In-Camera TBD.

- 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 In-Camera (closed) Meeting Minutes as Amended
  - 1. Regular Board Meeting 2023/03: March 27, 2023 [\(Attached\)](#)
- 4.0 Personnel Item A: (N. Morden Cormier)
- 5.0 Personnel Item B: (W. Goodman)
- 6.0 Personnel Item C: (N. Morden Cormier)
- 7.0 Report No.: IC-03-23 (To follow under separate cover - N. Morden Cormier)



## SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD

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### Regular Board Meeting 2023/03

### MINUTES

Monday, February 27, 2023 – 6:30 p.m.

**Videoconference & Teleconference**

Microsoft Teams meeting  
1 – 8 0 7 – 7 0 1 – 5 9 8 0 Conference ID: 256 317 751 #

**Board Chair:** Pinky McRae

**Director:** Nicole Morden Cormier

Location: Videoconference & Teleconference

Recorder: G. Christianson

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

Section (A): – (open to public): 6:30 p.m.  
Section (B) In-Camera: – (closed to public) 9:11 p.m.

#### **1.0 Roll Call**

<b><u>Trustees</u></b>	<i>Attendance: On-site (OS); Teleconference (TC); Videoconference (VC); Absent (A); Regrets (R)</i>										
	OS	TC	VC	A	R		OS	TC	VC	A	R
Brunskill, Dr. Megan			x			Nesbitt, Jason			x		
Cormier, Dr. Paul			x			Pristanski, Kal			x		
Fairservice, Dan			x			Michano, Julie			x		
Jarvis, Allison			x			Grace Molinski (Student)			x		
Liscomb, Pat			x			Emeraude Hunter (Student)			x		
McRae, Pauline (Pinky)			x								

<b><u>Board Administrators</u></b>	<i>Attendance: On-site (OS); Teleconference (TC); Videoconference (VC); Absent (A); Regrets (R)</i>				
	OS	TC	VC	A	R
Morden Cormier, Nicole: <i>Director of Education</i>			x		
Fredrickson, Eric: <i>Superintendent of Education</i>			x		
Goodman, William: <i>Superintendent of Education</i>			x		
Marton, Alex: <i>Superintendent of Business</i>			x		
Harris, Brent: <i>Manager of Financial Services</i>			x		
Muir, Gordon: <i>Manager of Plant Services/Transportation</i>			x		
Grecica, Jason: <i>Team Lead - Business Services</i>			x		
Dee, Christine: <i>Team Lead – Payroll Services</i>					x
Nault, Denis: <i>Manager of Human Resources</i>			x		
Lucas, Jay: <i>Coordinator of Information Technology Services</i>			x		
Kitchener, Nick: <i>Manager of Information Technology</i>			x		
Renaud, Deana: <i>Mental Health Manager</i>			x		
Bartlett, Shy-Anne: <i>Manager of Indigenous Education</i>			x		
Anthony Jeethan: <i>Human Rights and Equity Advisor</i>					x
Christianson, GerriLynn: <i>Executive Assistant &amp; Communications</i>			x		

**Land Acknowledgement**

Board Chair Pinky McRae provided a land acknowledgement for the Ancestral and Traditional Territories of the Indigenous people on whose lands we are gathering today. We recognize and honour the contributions of the Indigenous peoples for they hold the knowledge, traditions and history of the land.

**Black History Month Acknowledgement**

Every February, people across Canada participate in Black History Month events and festivities that honour the legacy of Black people in Canada and their communities. Black History Month is an opportunity to engage in open dialogue and a commitment to learning more about the stories Black communities in Canada have to tell about their histories, successes, sacrifices and triumphs.

PART I: Regular Board Meeting

Section (A): – (open to public): 6:30 p.m.

**2.0 Regular Meeting Call to Order****37/23**

Moved by: Trustee J. Nesbitt

Second: Trustee J. Michano

✓ **That**, the Superior-Greenstone DSB Regular Board Meeting on Monday, February 27, 2023, be called to order at 6:33 p.m.

Carried**3.0 Approval of Agenda**

The Student Trustees have submitted a conference application that they request to have added to the meeting for review/approval. With the permission of the board, the conference request was added as agenda item 12.6 Student Trustee Conference Application Form and the document sent to the Trustees electronically via email for review during the meeting.

**38/23**

Moved by: Trustee P. Cormier

Second: Trustee A. Jarvis

✓ **That**, the agenda for the Superior-Greenstone DSB 2023/03 Regular Board Meeting, February 27, 2023, be accepted and approved as amended.

Carried**4.0 Disclosures of Interest re: Open Session**

There were no disclosures of interest offered at this time.

**5.0 Minutes: Board Meetings and Board Committee Meetings****5.1 Board Meeting Minute Amendments**

Due to a clerical error, the Mover of the motion must be amended to that of a Trustee who was present for the Inaugural/Org./Regular Board Meeting 2023/01: November 21, 2022.

**5.1.1 Resolution No. 25/23 Amendment****39/23**

Moved by: Trustee K. Pristanski

Second: Trustee A. Jarvis

✓ **That**, the Superior-Greenstone DSB amend motion 25/23 previously adopted, to now

read: Moved by: Trustee K. Pristanski Seconded by: Trustee A. Jarvis

That, the minutes of the following Board meeting be adopted:

1. Inaugural/Org./Regular Board Meeting 2023/01: November 21, 2022.
2. Special Board Meeting 01/2023: January 9, 2023.

Carried**5.1.2 Resolution No. 35/23 Amendment****40/23**

Moved by: Trustee M. Brunskill

Second: Trustee J. Nesbitt

✓ **That**, the Superior-Greenstone DSB amend motion 35/23 previously adopted, to now read:

Moved by: Trustee M. Brunskill Seconded by: Trustee J. Nesbitt

That, the Superior-Greenstone DSB Committee of the Whole, In-Camera Section B

(Closed) Reports be adopted including the confidential minutes from the meeting held as:

1. Inaugural/Organizational/Regular Board 2023/01: November 21, 2022.

Carried

## 5.2 Board Meeting Minutes

**41/23**

Moved by: *Trustee J. Michano*

Second: *Trustee J. Nesbitt*

✓ **That**, the minutes of the following Board meeting be adopted as amended:

1. Regular Board Meeting 2023/02: January 30, 2023;

Carried

## 5.3 Report Numbers re Special Board Meeting: January 9, 2023

Due to a clerical error, the special board meeting report was noted incorrectly. The following motion was carried to correct a clerical error made and to amend the report number sequence. All other reports are numbered correctly.

**42/23**

Moved by: *Trustee K. Pristanski*

Second: *Trustee P. Cormier*

✓ **That**, the Superior Greenstone DSB approve the correction to the board report number recorded into the January 9, 2023, Special Board Meeting minutes, so that agenda item number 6.3, incorrectly stated as Special Board Report No. 01, are changed to the correct sequence being board report number 06.

Carried

## **6.0 Business Arising Out of the Minutes**

Nil.

## **7.0 Delegations and/or Presentations**

### 7.1 Showcasing Learning: Early Years Presentation Titled: Early Years Learning - Video 1 & 2

The Director of Education Nicole Morden Cormier provided an introduction to the video presentations that highlight the Early Years program and encourage Kindergarten registration.

### 7.2 Excellence in Education: Lake Superior High School Presentation Titled: Supporting Student Identity & Belonging at LSHS

Principal Chris Martin and Student Siera Fisher provided a comprehensive presentation regarding the many ways that Lake Superior High School supports student identity and belonging. The presentation showcased the safe and nurturing environment, school spirit, honouring preferred names and pronouns, and the work to implement the Well-Being pillar of the Multi-Year Strategic Plan.

### 7.3 Report No. 18: Student Trustee Report: February 2023

Student Trustees Grace Molinski and Emeraude Hunter provided a detailed review of the report. They highlighted the Student Senate meeting in January and the work to create positive change and well-being, along with the work to enhance communication with the Student Senate.

## **8.0 Reports and Matters for Decision**

### 8.1 Board Committee Reports: (Statutory / Standing / Ad Hoc)

#### 8.1.1 Board Policy Review Committee (BPRC) Report

Trustee Allison Jarvis provided a review of the Board Policy Review Committee meeting held on February 7, 2023. The Committee appointed Trustee Jarvis as Chair and reviewed a large number of policies that have been posted for stakeholder review and approved recommendations from administration for the redundancy of several policies. The next meeting is scheduled for May 2, 2023.

#### 8.1.2 Special Education Advisory Committee (SEAC) Report (Cancelled)



Superintendent of Education Will Goodman advised that the February 14, 2023 SEAC meeting was cancelled due to lack of quorum. The next meeting is scheduled for March 7, 2023.

- 8.1.3 Indigenous Education Advisory Committee (IEAC) Report (Cancelled)  
 Director of Education Nicole Morden Cormier advised that the February 21, 2023 IEAC meeting was canceled out of respect for the tragic loss in the community. Administration is working to find a new meeting date. A Special IEAC meeting was held on February 9, 2023 to discuss de-streaming.

## **9.0 Reports of the Business / Negotiations Committee**

Superintendent of Business: Alex Marton  
 Business /Negotiations Chair: Trustee Kal Pristanski

- 9.1 Report No. 19: Capital Project Work 2022-2023  
 Superintendent of Business Alex Marton and Manager of Plant Services Gord Muir provided a review of the report. The 2022-2023 capital budget was developed with stakeholder input and building audits. The Board expressed their gratitude for the investment in gender neutral bathrooms in the schools to support student and staff safety and well-being. The capital work planned for 2022-2023 school year is in the amount of \$6,146,903 as per the project plans.
- 9.2 Report No. 20: Board Estimates Process for 2023-2024  
 The Superintendent of Business provided highlights from the submitted report. He discussed the process and consultations that will be completed to prepare the board estimates for 2023-2024.

**43/23**

Moved by: Trustee J. Michano

Second: Trustee K. Pristanski

✓ **That**, the Superior-Greenstone DSB having received Report No. 20: Board Estimate Process for 2023-2024, accepts the proposal as presented.

Carried

- 9.3 Report No. 21: Accumulated Surplus for Capital Projects No. 02  
 The Superintendent of Business discussed the shipping delays and a lack of bids on project tenders that resulted in the inability to complete 2 capital projects that had previously been approved in May 2022. With approval, the work will be completed in the 2022-2023 fiscal year.

**44/23**

Moved by: Trustee K. Pristanski

Second: Trustee A. Jarvis

✓ **That**, the Superior-Greenstone DSB, approve for release, \$395,000 in accumulated surplus funds for use in capital projects for the 2022-2023 fiscal year.

Carried

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

Director of Education: Nicole Morden Cormier

- 10.1 Report No. 22: Directors Monthly Report: February 2023  
 The Director provided a review of the February 2023 report. She noted that the theme showcased in the digital document is identity and belonging. The report featured many activities that are evidence of the Well-Being pillar of the Multi-Year Strategic Plan in action through cultural literacy, supporting transitions, celebrating heritage and helping students feel a sense of belonging.
- 10.2 Report No. 23: Proposed School Year Calendar 2023/2024  
 The Director discussed the consultation process completed in the development of the proposed school year calendar for 2023/2024. She reviewed the need for advocacy regarding the challenges the school board faces with the professional activity day topic restrictions imposed by the Ministry, as the 1.5 days for school board areas of focus is not enough time to support our educators for areas of need specific to SGDSB.

**45/23**

Moved by: Trustee A. Jarvis

Second: Trustee J. Nesbitt

✓ **That**, the Superior-Greenstone DSB having received Report No. 23: Proposed School Year Calendar 2023/2024, accepts the Calendar, and that, Administration is directed to forward the proposed Calendar to the Ministry of Education for its approval.

*Carried*10.3 Report No. 24: 2023 Graduation Dates and Times

The report was provided for information. The Director encouraged Trustees to please mark their calendars for the dates and particularly focus attendance on the Secondary formal graduations as they may be requested to participate at the request of the School Principals. The Director discussed the David Tamblyn Memorial Bursary and the very generous donation made by the Tamblyn family to match the school board bursary for the next 10 years.

**11.0 Reports of the Education Committee**

Superintendent of Education: Will Goodman  
Superintendent of Education: Eric Fredrickson  
Education Chair: Trustee Dan Fairservice

11.1 Report No. 25: SGDSB Mental Health Portfolio Board Report

Mental Health Manager Deana Renaud presented a comprehensive review of the report. She highlighted the continued commitment to trauma informed approach, addictions, and well-being. The report outlined the efforts to build internal capacity through staff professional development, and the creation of a Substance Use Strategy. The school board Mental Health portfolio continues to develop the tiered approach of service provision, understanding the needs of students and families, as well as building strong relationships with community services.

11.2 Report No. 26: Early Years Portfolio Board Report

Early Years System Principal Hillary Freeburn provided a review of the report. She discussed the community partner engagement, professional learning, early years literacy and the launch of the 2023-2024 Kindergarten recruitment season. Schools have worked hard to welcome and support new learners and their families through a number of activities.

**12.0 New Business**

Board Chair: Pinky McRae

12.1 Board Chair12.1.1 Update: Minister and Board Chair Teleconference

Board Chair Pinky McRae attended the most recent teleconference with the Minister. She advised that the concerns brought forward from the Board Chairs across the province were regarding the school year calendar and executive compensation. In 2014 salaries were frozen for Superintendents and Directors. Since this time, EQAO staff have received a 13% increase. The Deputy Minister has received \$64,000 on top of last year's salary. The Board Chair discussed the severity of this issue and the negative impacts felt across the education and health care sector. Several Trustees highlighted the particular challenges faced for rural executives such as retention and large workloads. The Board Chair advised that this is a matter that our Board will need to remain on top of as this matter continues to build across the province.

12.1.2 Report No. 27: OPSBA Public Education Symposium (PES) Report

The Board Chair invited Trustees who were not able to contribute to the written report regarding the OPSBA PES Symposium, to provide a brief verbal report. Trustee Jarvis noted that this year's PES was one of the best she has ever attended. She expressed gratitude to Trustee Cormier for the excellent presentation and knowledge shared at the symposium. Trustee Fairservice shared his observations from the PES and expressed his upset that attendees were on their phones or iPad during the event. He also expressed his observation that only two members attended the smudge and the Northern meeting. Trustee Cormier discussed his attendance of the "hot topics" panel and noted that he has advised OPSBA of his recommendation to have an Indigenous representative on the

panel. Trustee Nesbitt expressed his gratitude for the PES presentations and the opportunity to network with Trustees across the province.

### 12.1.3 Trustee Professional Development

#### 12.1.3.1 OPSBA Labour Relations Symposium April 27-28, 2023

The Board Chair advised that the link to the OPSBA site regarding the event was included in the agenda for information. The Superintendent of Business will provide a report on the Trustee Professional Development budget at the next Board meeting to help Trustees plan their PD for the remainder of the fiscal year according to available funds. Trustee Nesbitt advised that he will request OPSBA to allow for virtual attendance for the conferences to help decrease costs and reduce travel.

#### 12.1.3.2 Canadian School Boards Association Conference July 3-5, 2023

The Board Chair reminded Trustees that as per Policy 208, Trustees would be required to complete the application form to indicate their interest in attending any conference not sponsored by OPSBA such as the Canadian School Boards Association Conference. The link to the conference page was included in the agenda for information. Trustee Paul Cormier advised that there is an Indigenous Trustees conference that is held in conjunction with the Canadian School Boards Association Conference.

#### 12.1.4 Update; Fact Sheet: Role of the Trustee

The Board Chair advised that the Fact Sheet for the Role of the Trustee has been completed. A draft copy was included in the agenda package for review. Once finalized, the formal copy will be circulated. The document has been reviewed through legal counsel and will be shared to help build greater understanding of the role of a Trustee. It was requested that a quick summary version be created that is shorter in length. The Director advised that the statutory duties can be highlighted in communications, however, due to the complexity of the role legal counsel felt the requirement to include the full information. The Board Chair recommended that we start with the use of this document and that we could potentially work towards more simplified content for an additional document. This matter will be discussed again at the June Regular Board meeting.

#### 12.1.5 Fact Sheet: Conflict of Interest

The newly created Fact Sheet for Conflict of Interest was included for information. A finalized copy will be circulated. Trustees are required to complete the Conflict-of-Interest Form prior to a Board meeting should there be a conflict of interest with a topic on the agenda.

### 12.2 Trustee Associations and Other Boards

#### 12.2.1 OPSBA Director Update

Trustee Jason Nesbitt provided a review of the OPSBA Board of Directors meeting held on February 25, 2023. He advised that discussions included student well-being, transportation, electronic meetings, advocacy day and PES follow up. It was suggested that the board potentially look into PD regarding the art of political advocacy.

#### 12.2.2 Indigenous Trustees Council Update

Trustee Paul Cormier discussed the most recent Indigenous Trustees Council meeting. The meeting highlights included a presentation from Ontario Finance Committee, discussions regarding mental health, technology, language and the national food policy. He is also the representative on the working group that met on February 21, 2023.

### 12.3 Trustee Activities

Nil.

### 12.4 Future Board Meeting Agenda Items

The Board Chair reminded Trustees to please provide any future agenda items to the Director or Board Chair in advance of the next meeting.

12.5 Board Meeting Evaluation Summary January 30, 2023  
 Reminder to Trustees to please complete the Board Meeting Evaluation form after each meeting through the link provided in the agenda.

12.6 Student Trustee Conference Application Form  
 As per policy 208 the Student Trustees have submitted an application to attend the Ontario Principal Council Summit on Public Education in Canada taking place on April 3-4, 2023. With the approval of adding this item on to the Agenda, Trustees were emailed the application form that was submitted as an addition to the Agenda for review. The conference is not related to an OPSBA/OSTA sponsored event, and therefore as per Policy 208, shall require board approval.

**46/23**

Moved by: *Trustee J. Nesbitt*

Second: *Trustee J. Michano*

✓ **That**, the Superior-Greenstone DSB having received and reviewed the Student Trustee Conference Application form request, approve the travel expense for Student Trustees Grace Molinski and Emeraude Hunter for their attendance at the Ontario Principal Council Summit on Public Education in Canada scheduled for April 3-4, 2023.

Carried

**13.0 Notice of Motion**

Nil.

**14.0 Observer Comments**

Nil.

PART II: Committee of the Whole Board

Section (B) In-Camera: – (closed to public) 9:11 p.m.

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

15.1 Agenda: Committee of the Whole Board – Closed

**47/23**

Moved by: *Trustee J. Nesbitt*

Second: *Trustee A. Jarvis*

✓ **That**, the Superior-Greenstone DSB go into a Committee of the Whole Board Section B (Closed Session) at 9:11 p.m. and that this portion be closed to the public.

Carried

15.2 Rise and Report from Closed Session

**48/23**

Moved by: *Trustee M. Brunskill*

Second: *Trustee J. Michano*

✓ **That**, the Superior-Greenstone DSB rise and report from the Committee of the Whole Board Section B (Closed Session) at 9:31 p.m. and that this portion be open to the public.

Carried

**16.0 Report of the Committee of the Whole Closed Section B**

16.1 **49/23**

Moved by: *Trustee J. Nesbitt*

Second: *Trustee M. Brunskill*

✓ **That**, the Superior-Greenstone DSB Committee of the Whole, In-Camera Section B (Closed) Reports be adopted including the amended confidential minutes from the meeting held as:

1. Regular Board 2023/02: January 30, 2023

Carried

16.2 Other Recommendations from Committee of the Whole Closed Session

Nil.

**17.0 Adjournment**

**50/23**

Moved by: Trustee J. Nesbitt

Second: Trustee M. Brunskill

✓ **That**, the Superior-Greenstone DSB 2023/03 Regular Board Meeting, Monday, February 27, 2023, adjourn at 9:38, p.m.

Carried

<b><u>2023 - Board Meetings</u></b>		
<i>Videoconference and/or Designated Site indicated in schedule. Time 6:30 p.m.</i>		
Monday, March 27, 2023		
Monday, April 3, 2023 <i>*Special Board Meeting</i>	Monday, April 24, 2023	Monday, May 29, 2023 <i>*Designate Site: SGDSBLC</i>
Monday, June 26, 2023	Monday, July 10, 2023	Monday, August 28, 2023
Monday, September 18, 2023	Monday, October 23, 2023 <i>*Designate Site: GCHS</i>	Monday, November 20, 2023
Monday, December 4, 2023 (1:00 p.m.) <i>*Designate Site: Board Office</i>		

**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

**Regular Board Meeting 2023/03**

Committee of the Whole Board: Closed Session.

Monday, February 27, 2023

Videoconference and Teleconference

**TOPICS**

<b>Board Chair:</b> Pinky McRae	<b>Director:</b> Nicole Morden Cormier
Location: Videoconference & Teleconference	Recorder: G. Christianson

PART II: Committee of Whole Board – Closed	Section (B): In-Camera 9:11 p.m.
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- 1.0 Disclosure of Interest: re Closed Session
- 2.0 Approve Agenda: Committee of the Whole In-Camera (Closed)
- 3.0 In-Camera (closed) Meeting Minutes as Amended
  - 1. Regular Board Meeting 2023/02: January 30, 2023
- 4.0 Personnel Item A:
- 5.0 Personnel Item B:
- 6.0 Personnel Item C:
- 7.0 Personnel Item D: IC Report No. IC-02-23

**Regular Board Meeting 2023-03**

Monday, February 27, 2023

**MINUTES**

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023

\_\_\_\_\_  
SECRETARY

\_\_\_\_\_  
CHAIR



**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

**Our Mission:**

"In SGDSB we are learners. Everything we do is designed to help all students succeed and make a difference. We build positive places for learning and working... together"

**Our Vision:**

"Inspiring our students to succeed and make a difference"

**Our Motto:**

Gikino'amaadiiwigamigoonsan ezhi-gichi-apiitendaagwag "Small schools make a difference"

**Our Values:**

"Character, Citizenship, Collaboration, Communication, Creativity and Critical Thinking"

**Anishinaabe Gikino'amaagewin Gaa-anokaadamowid (Indigenous Education Advisory Committee)**

**Tuesday, November 15, 2022 – 10:00 a.m. to 2:00 p.m.**

SGDSB Learning Centre & Virtual Meeting – Microsoft Teams

Teleconference Dial-In Information: 1 – 8 4 4 – 6 1 3 – 3 1 2 0; Conference ID No.: 270 917 735#

**Maawanji'idiwin Wiindamaagewi-Ozhibii'igewinan (Meeting Minutes)**

**1.0 Roll Call**

Attendance: On-site (OS); Teleconference (TC); Videoconference (VC); Absent (A); Regrets (R)											
<b>First Nations Communities</b>	OS	TC	VC	A	R	<b>Tribal Councils &amp; Representatives</b>	OS	TC	VC	A	R
(Aroland) Robinson Meshake				X		EOP Program Liaison - Matawa, Shelby Chng			X		
(Biigtigong Nishnabeg) Lisa Michano			X			Marlo Beaucage, Wabun Education Partnership Program.			X		
Biinjiitwaabik Zaaging Anishinabek (Rocky Bay) Yvonne Kowtish	X					Joshua LeClair, Regional Education Council Coordinator, KEB					X
Biinjiitwaabik Zaaging Anishinabek (Rocky Bay) Christine Hardy				X		Tim Robbins, Metis Nation of Ontario - Senator					X
Biinjiitwaabik Zaaging Anishinabek (Rocky Bay) Cheryl Checkley	X					Nokiiwin Education Advisor – Scott Baker / Robyn O'Laughlin			X		
(Ginoogaming #77) Victor Chapais					X	<b>Representatives</b>					
(Ginoogaming #77) Martha Taylor					X	Tamara Vernier, Native Language Teacher					X
(Ginoogaming #77) Dallas Fisher				X		Sara Carlson, Grad Coach - GCHS	X				
(Ginoogaming #77) Malcolm Charles				X		Sarah Park, Grad Coach - NRHS	X				
(Marten Falls FN) Roger Fobister				X		Sonya Belisle, Indigenous Student Success Advocate	X				
(Marten Falls FN) Louise Coaster				X		Patti Pella, Education Officer, Ministry of Education					x
(Pays Plat) Valerie Auger	X					<b>Trustees</b>					
(Netmizaaggamik) Joe Moses				X		Dr. Paul Cormier (IEAC Chair)	x				
(Netmizaaggamik) Amber Deveraux					X	Mark Mannisto					x
(Netmizaaggamik) Julie Michano					X	Christine Major					x
(Red Rock) Judy Wawia			X			Pinky McRae (Ex-officio)					x
(Red Rock) Norma Lesperance			X			<b>Board Administration</b>					
(Red Rock) Marilynn Netemegestic					X	Nicole Morden Cormier, Director of Education	x				
(White Sands) Barbara Ann Wynn					X	Shy-Anne Bartlett, Manager of Indigenous Education	x				
Animgiigoo Zaagi'igan Anishinabek Denise Bottle			X			Eric Fredrickson, Superintendent of Education	x				
Animgiigoo Zaagi'igan Anishinabek Yvette Metasinine				X		Will Goodman, Superintendent of Education	x				
(Flying Post First Nation) Angela McLeod				X		Alex Marton, Superintendent of Business					x
(Bingiwi Neyaashi Anishnaabek) Katie Borysewicz			X			Annick Brewster			x		
(Longlac 58 First Nation)						Deana Renaud, Mental Health Manager	x				
						Carole Leroux	x				



## 2.0 **Opening Prayer**

Manager of Indigenous Education, Shy-Anne Bartlett provided an opening prayer for the meeting.

## 3.0 **Welcome and Introductions**

Trustee and Committee Chair, Paul Cormier expressed gratitude for his reappointment as the First Nations Trustee representing the communities. He encouraged communities to please reach out to him with any concerns or questions. Issues and concerns can be added to the agenda for discussion. It is important that all voices are heard regardless of how large of an agenda or how much information there is to cover.

## 4.0 **Approval of the Maawanji'idiwin Wiindamaagewi-Ozhibii'igewinan (Meeting Minutes)**

*Moved by: Yvonne Kowtiash      Second: Valerie Auger*

*That the minutes for the Superior-Greenstone DSB Indigenous Education Advisory Committee meeting, May 26, 2022, be accepted and approved.*

*Carried*

## 5.0 **Apane go Dazhindamowaad (Standing Agenda Items)**

### 5.1 Community Updates (and FNAC)

D. Bottle will provide an update after reaching out to AZA council regarding IEAC representative from AZA as they have had some changes to council.

S. Bartlett, Manager of Indigenous Education expressed regret for the lack of information shared to the school community for the acknowledgement of Powley Day. The day will be added to the school calendar for future recognition. All special dates of importance will be communicated better in the future.

The Director, N. Morden Cormier, expressed her gratitude to Biigtigong for the learning opportunity provided by the community. Positive feedback was received after this event from participants.

First Nations Advisory Committee was added to community updates section of the agenda in order to share from your perspective. Committee members are welcome to provide the feedback and information from their latest meetings with the school.

D. Bottle inquired if there was an update for Beardmore Public School? Superintendent of Education Eric Friedrichson offered an update regarding Beardmore Public School staffing. They have hired a virtual teacher for grades 5-8 and a classroom supervisor. There are two open in-person teaching jobs and they are starting an active recruitment program to attract teachers to our communities.

### 5.2 Celebrations/Updates on Topics from Oct 4<sup>th</sup> Rescheduled IEAC Mtg.

S. Bartlett explained that if anyone has any community updates that you would like included in the Indigenous Newsletter, to please contact her. S. Bartlett shared information on how each school participated in Truth and Reconciliation Week. It is important that moving forward we bring schools and staff into the community to learn about Truth and Reconciliation.

The Mental Health Manager, D. Renaud, Indigenous Student Success Advocate, Sonya Belisle, and S. Bartlett are working on a tragic event response plan and creating protocols for schools. They will be reaching out to the community for consultation in developing this plan and it will be included in the Board Action Plan.

Pays Plat requested a First Rider program to be set up for their community. Together with Senior Admin, S. Bartlett and SNCDSB, a proposal was sent to the East of Thunder Bay Transportation Consortium. The proposal was successful, and Pays Plat First Nation will be included in the First Rider Program moving forward. The First Rider program is a School Bus





Safety Program offered by the East of Thunder Bay Transportation Consortium and Southland Transportation. It introduces children and their parents to school buses and school bus safety. Miigwetch to V. Auger for her work on this.

S. Bartlett offered an update on some of the learning happening within our school board and communities. Last year the Kairos Blanket Exercise was offered in all high school and two elementary schools to students of an appropriate age. All new Trustees will also receive the blanket exercise, at their request. The 4<sup>th</sup> module of EKAN will be happening on December 5<sup>th</sup> and the fifth module is being offered in January. The Director explained that the group is growing, it includes all managers and board office staff, and others are asking to be involved due to positive impacts of this learning around cultural sensitivity. Thanks to KEB and local community leaders, as they have personalized this learning with local contexts, which makes the learning more powerful and impactful.

The Director acknowledges the feedback received regarding the agenda, some felt it was overwhelming and contained a lot of information. Therefore, the school board is creating more time and space for conversations around the agenda topics and have moved some of the updates and information items into a written format to accommodate this.

K. Borysewicz and M. Beaucage requested an agenda package. S. Bartlett sent a follow up email with the agenda package.

### 5.3 Indigenous Student Voice

S. Bartlett introduced and welcomed Alyx Belisle, a grade 10 student from NRDHS that has been taking on many leadership roles. Alyx spoke about the leadership and learning opportunities provided as part of the Indigenous Youth Council. Activities highlighted included a trapping activity, spirit names and a clan teaching with an elder from Thunder Bay. S. Park added that Alyx is incredibly dedicated to IYC and possesses a positive, and outgoing attitude. Alyx is a pleasure to work with and is the first one to take part and be the leadership.

The Director asked Alyx how being a part of the IYC has impacted them? Alyx explained that IYC is fun, interesting and hands on. It allows us to learn at our own level and I am looking forward to doing more outdoor activities for learning.

The Director explained that we are looking at connecting IYC with the Student Senate and will converse with C. Leroux about making this connection.

## 6.0 Nonde-ayaan ji-gaagiiqidoyaang (Open Discussion of Areas of Need):

*Chair, Paul Cormier*

### 6.1 FNAC Meetings: Guidelines and Purpose

S. Bartlett opened by explaining that this guideline was created to ensure we are having regular conversations with Community. This draft guideline has been included in the agenda package. We have created a process to help principals streamline conversations with Community. It is organized month by month. Not all communities are able to attend and therefore it is important that senior administration meet with communities in the community. Recommended to meet in community for 2 meetings per year and have conversations on what is happening at the school level. This communication process must be fair and equitable.

The Director added that this document helps outline what FNAC can be doing, and it can be localized on what the school and community deem important. The Director and Superintendents of Education are committed to be in community as much as possible. We are starting with a soft implementation and ensuring we are having 8 meetings per year. We must be sure to keep the lines of communication with parents open.



Trustee Cormier added that we must understand that there are different kinds of rights. Human Rights are individualistic. Treaty Rights and Indigenous Rights are community based and have a different legal context. It is important that we recognize this up front. We must consider these other rights when creating these types of documents.

Trustee Cormier noted that this is a working document, and it is open for feedback and editing. He advised that as communities are going through their FNAC meetings, please provide feedback on any improvements to this document so that we can learn and grow together.

**Note:** S. Sabourin entered the meeting at 10:35 a.m.

#### 6.2 Board Action Plan

S. Bartlett will be sending out a consultation to all community members regarding the Board Action Plan to gain an understanding of the communities' perspective. If there is interest in being a part of this process, please reach out to S. Bartlett. Traditionally this is financially focused, how the Indigenous funding is being utilized within Indigenous Education. The Operational plan has not been previously included as it is not a financial piece but moving forward will be included to show how the Indigenous Education Manager is utilizing their time and resources. For example, the development of the FNAC, and working on Education Service Agreements.

#### 6.3 Self-ID Letter and Data Sharing Letter

Superintendent of Education W. Goodman presented the draft Self-ID Letter and Data Sharing Letter. He noted that this work comes from the terms of commitment and ensures that the work between the communities and the school board is solidified in a document and is a permanent commitment from the school board. He expressed his gratitude for the feedback received. The goal moving forward is to have data more transparent. He advised that the data sharing letter can be signed by whoever is your signing authority for your community. The school board will honour the wishes of the community as some may not wish to sign the self-identification letter.

P. Cormier discussed the importance of how we learn as we are doing things together. Therefore, he encouraged everyone to share feedback and keep this in mind as you are working with these documents. If there are changes that need to be made or further discussions needed, then those discussions are encouraged.

The Director advised that at the next IEAC meeting the board can propose which data sets we can begin discussing. The Committee discussed the need for support to understand the data. The Director will review this further and look in to providing some professional development to help everyone understand the data and how to use the data.

#### 6.4 Other Discussion Items

P. Cormier welcomed communities to provide updates or share their voice. He noted that these sections on the agenda have been added in to make sure communities have areas to provide feedback and share.

### **7.0 Anishinaabe Gikino'amaagewini-Dazhindamowaad (Indigenous Education Updates)**

#### 7.1 Graduation Coach Update

##### 7.1.1 Graduation Coach Update - GCHS

Graduation Coach Sarah Carlson provided a review of the written report provided in the agenda package. The report highlighted how student voice is encouraged and supported, as the Indigenous Education team collectively works to support student success.

##### 7.1.1 Graduation Coach Update - NRHS



Graduation Coach Sarah Park provided a review of the written report provided in the agenda package. During the presentation, she highlighted the support provided to students as they transition back to school and the survey of students to determine the areas of need.

#### 7.2 Indigenous Youth Council Update

Indigenous Student Success Advocate, Sonja Belisle provided a verbal presentation of the written report provided. She discussed the additional work being done with coterminous school boards to support students to become members of the Indigenous Youth Council and support their transitions to high school.

### **8.0 Ginkino-amaagewini-Odaakewigimaa Oshkichigaadewinan (Director of Education Updates)**

#### 8.1 Director's Quarterly Report

Director of Education Nicole Morden Cormier provided an introduction to her written report and encouraged committee members to read through the broad range of updates included in the document.

### **9.0 Awashime Dazhindamowaad (Additional Agenda Items)**

#### 9.1 Indigenous Mental Health Worker - Greenstone

Mental Health Manager Deana Renaud announced that the school board has recently created the position of Indigenous Mental Health Worker for the Greenstone area. The position has been posted and we are currently seeking candidates. D. Renaud advised that we will be seeking support from IEAC members for interview support and support as we build relationships with families and elders. Trustee P. Cormier expressed his gratitude for the progression in this area.

#### 9.2 SGDSB Substance Abuse Strategy

D. Renaud presented the report regarding the substance abuse strategy that is a resource strategy document for Principals and staff. The Board wide strategy will support all schools and was created in June. D. Renaud expressed her gratitude for the work of Principal Jennifer Rissanen and Judy Wawia for bringing the concern forward and collectively working together towards this strategy.

#### 9.3 Tutors in the Classroom/Mathify

Superintendent of Education Eric Fredrickson advised that the Tutors in the Classroom is a program funded by the Ministry of Education in response to the pandemic. The school board has posted 4 positions to support students. He noted that the Mathify program is another available support that is now run through TVOntario and is an opportunity for students to access a teacher for support. Information regarding the program was sent home with each student through the report cards. S. Bartlett requested the support of the communities to share the Mathify information in any community newsletters to help encourage families to access this resource.

The Superintendent discussed the staffing challenges across the province and the challenges the school board has faced. P. Cormier discussed the work that has initially started with the SGDSB and Lakehead University in developing a program to support the certification of teachers. He discussed the importance of collaboration and the continued discussions regarding the program.

The Wabun Tribal Council has provided funding for students to participate in Tutor Doctor program that is available to all communities within the tribal council.

**Note:** Katie Borysewicz left at 11:45 a.m.



#### 9.4 Summer Learning

Student Success Lead Carole Leroux provided an introduction to the report shared in the meeting package. The report highlights the growth of the Summer Learning program and the four different programs that were available.

P. Cormier recommended that there could be benefit for more collaboration between communities summer programs and including the community activities in this learning.

#### 9.5 Adult Education: PPM 132 Prior Learning Assessment and Recognition

Annick Brewster provided an introduction to her written report that was included in the agenda package. The report highlights the impacts of PPM 132 for prior learning assessments and recognition for adult education to provide more equity and support more students.

### 10.0 Special Meetings

#### 10.1 Future Special Meeting Topics – Meeting Date Scheduling

Suggestions for future special IEAC meetings include the following, as provided at the June IEAC meeting:

- De-Streaming lot of misunderstanding and implication of de streaming.
- Building relationships through inviting community school staff to participate in the School Board staff professional development learning opportunities.
- Progressive discipline and racism in schools.
- Catching students up who have been away from learning due to the COVID-19 pandemic.
- How the school board could increase support of Indigenous language in schools and community

S. Bartlett advised that the suggested Special IEAC meeting topics are based on community voice and feedback. The meetings would be approximately 1 hour and would focus on one specific area of focus and allow for deeper conversations. She noted that attendance is voluntary and encouraged for all who are interested in learning more or providing feedback, consult or raise concerns about a specific topic. Minutes from the Special IEAC meetings will be shared at each IEAC meeting and all matters for decision are brought to the regular IEAC meetings.

#### 10.2 Terms of Reference for IEAC meetings

The Director advised that in recognition of the feedback given and updating of our policy, the Terms of Reference document for IEAC is under review through a step-by-step approach. The Director reviewed the process the school board follows for the review and updating of all school board policies. The same process will be followed for the Policy. The first Board Policy Review Committee meeting is scheduled to take place on February 7<sup>th</sup>. Shy-Anne will forward the draft document to the committee for feedback and to request any preliminary changes. Committee members are encouraged to email Shy-Anne, Nicole or Paul with feedback.

### 11.0 Gaagiigidowin gaye wawiindamowinan aanie-maanwinji'idiwin ge-dazhindamoyaang (Open Discussion and Suggestions for Next Meeting Dates):

#### 11.1 Indigenous Education Advisory Committee Meeting Dates

- The meeting date was tentatively booked for January 24, 2023. However, during the discussions, it was determined that there are some conflicts with that meeting date. The meeting dates will be circulated the committee after the November 21<sup>st</sup> Board meeting. The school board is organizing the schedule to make sure that



dates honour the fall harvest and week of Truth and Reconciliation.

**12.0 Adjournment:**

*Moved by: Yvonne Kowtish      Second: Val Auger  
That, the IEAC Meeting on November 15, 2022, adjourn at 12:20 p.m.*

Carried



**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**  
*"Inspiring Our Students to Succeed and Make a Difference"*

**Report No.:** 28

**Date:** March 27, 2023

**TO:** Chair and Members of the  
 Superior-Greenstone District School Board

**FROM:** Grace Molinski and Emeraude Hunter

**SUBJECT:** Student Trustee Report: March 2023

**STRATEGIC**

**PRIORITY:** Learning and Well-Being

**Background Information**

February, leading into the beginning of March, was a very busy time for us as Student Trustees. At the February Student Senate meeting, we started by providing mental health and crisis resources as a proactive step to provide peer support to any students affected by a recent loss in one of the school communities. Student Senators reported several developments in their schools since our last meeting including mental health awareness activities as well as using and sharing exam coping strategies discussed at our January Senate meeting.

Grace also attended her first SEAC meeting this past month, which provided us with insight surrounding student advocacy. A main discussion during this meeting was surrounding students being increasingly involved in their IEPs, which relates directly to the work that we as Student Trustees do: increasing student involvement and voice. As this was Grace's first committee meeting, she was also able to experience how a committee meeting is run, and take notes on how we can incorporate this into our Student Senate meetings.

We are focused on encouraging students to explore student advocacy and in the February meeting we prioritized teaching about student voice and advocacy, learning about OSTA-AECO and how students can inform Grace and Emeraude's input at the OSTA-AECO table and specific action for student advocacy in the form of a survey we encouraged them to submit as student leaders. In addition, we explained what the Ontario Principals' Council Education Summit is about and informed students that we would be representing them at the Summit.

We used our Edsby group and Senate Instagram to collect some additional data from students. This is part of our continued effort to engage more students in sharing their voices. We received limited responses and our goal is to collect more robust data in the future. What we did learn is that students were more likely to respond to questions about mental health than student advocacy, and 89% of respondents experience school-related stress.

Due to time constraints, we were unable to share a complete summary of learning from the OSTA-AECO Board Council Conference Emeraude attended. Main highlights from the conference were the presentation and discussions with the Ontario Principals' Council, keynote and Q&A session from the Assembly of Seven Generations (A7G), Student Trustee professional development sessions and peer discussions. During a discussion period with the OPC president Patsy Agard, Emeraude was able to share specific information about rural schools being affected by funding cuts, staffing shortages and being overall isolated. During the A7G presentation, Emeraude was able to learn about important matters for Indigenous students including access to mental health, discrimination in the colonial school system, language revitalization and cultural reclamation, data sovereignty, the importance of supporting not only students but their families and great resources to further Student Trustee learning on Indigenous advocacy. This information is extremely valuable and is informing our work to bring a bigger focus on Indigenous education in the Student Senate and our advocacy for students in the board. The professional development sessions included valuable learning about adaptability as a Student Trustee as well as tools and methods of transitioning new Student Trustees, with an emphasis on institutional memory. Emeraude and Grace are part of the OSTA-AECO Northern Region Group that meets at each conference. Discussions with this group surrounded transportation concerns for rural students, unique student-success barriers for northern boards, and trying to conceptualize for people who may not understand the implications of rural learning.

### **Current Situation**

Our focus at this time is hearing from marginalized groups of students who may feel apprehensive about sharing their experiences or may not feel they have been heard. Our goal is to have more engagement overall from students and we are actively using our resources to do so.

We released a survey to collect data for our submission to OSTA-AECO for their upcoming report on the Ontario secondary school health curriculum. We put in a lot of work to collect well - rounded data, and ensure all secondary students had the same access to answer this survey by asking administrators provide the link and time to fill it out in school to eliminate access barriers such as time, technology and internet access

as well as privacy concerns (the survey was anonymous in terms of names but exclusive to SGDSB). We will be reviewing the data we collected with Mrs. Leroux and Ms. Morden-Cormier to provide the board with an in-depth report of our board so that it can be contrasted with OSTA-AECO's report to reflect how we are being represented in their publications.

Emeraude and Grace are actively advocating for equal representation at OSTA-AECO. Neither of us have had access to our OSTA-AECO membership emails despite reaching out to the organization several times via email, tech help requests and most recently in person at the Board Council Conference. Unfortunately, we have still been excluded from these emails in which we would receive newsletters, resources and communications from partnering organizations. Due to this, we have decided it was appropriate to take the step of contacting the CEO of OSTA-AECO, Declan Ameral, by email directly. We will keep the board apprised of developments and assure that we will push to have a seat at the table provincially.

As part of our efforts surrounding Indigenous advocacy we have implemented a land acknowledgement for our Student Senate meetings. We also want to recognize that real action is important here, and Grace and Emeraude are reviewing the United Nations Declaration on the Rights of Indigenous Peoples to educate ourselves on important issues as well as the Truth and Reconciliation calls to action surrounding education so that we can implement efforts to answer relevant calls to action in the future. We are also going to begin participating in the Indigenous Youth Council meetings, at their invitation, and hope to have members of the Indigenous Youth Council participate in the Student Senate meetings.

### **Next Steps**

The incoming Student Trustee elections will soon take place. We are advertising the position and working to recruit students to run for the position through our Edsby group, Instagram account, and are emailing principals to let them know about this upcoming election. Since most schools are very active on their Facebook accounts (as this is where a large majority of student and parent involvement occurs), we thought it would also be a good idea to have high schools post about the elections on Facebook as well. We are in the process of reaching out to principals to ask them about posting our elections poster on Facebook as well.

As mentioned earlier, we are working on implementing a land acknowledgement into our Student Senate meetings. We are in the process of formulating and formalizing this



land acknowledgement, and gaining Indigenous perspectives and input surrounding this important step. We also plan on making the formulation of the land acknowledgement a monthly challenge for our Student Senators in our March meeting, so that their voices are reflected in the land acknowledgement as well as to represent the diverse communities within the Superior-Greenstone District School Board.

**Administrative Summary**

*That the Superior-Greenstone DSB receive Report No. 28, Student Trustee Report: March 2023, for information.*

Respectfully submitted by:

Grace Molinski  
Student Trustee

Emeraude Hunter  
Student Trustee



**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**  
***"Inspiring Our Students to Succeed and Make a Difference"***

**Report No.: 29**

**Date:** March 27, 2023

**TO:** Chair and Members of the  
Superior-Greenstone District School Board

**FROM:** Alex Marton, Superintendent of Business

**SUBJECT:** Accumulated Surplus for Capital Projects No. 3

**STRATEGIC  
PRIORITY:** Stewardship

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**Background**

Surplus funds are typically used to ensure the Board is solvent in the event of significant, unexpected costs. Examples include uninsured damages due to negligence or misuse or legal expenses. In other cases, reserves can be used to supplement the cost of capital expenditures.

**Current Situation**

As of March 2023 the Learning Centre hosts 24 staff, and 5 community partners. This represents an increase of 240% in staff occupancy since 2019. This increase is due to turnover in regional positions being filled with staff in Red Rock.

The IT Department's strategy for this fiscal year involves shifting repairs and maintenance of school learning equipment from a 3<sup>rd</sup> party to internal staff. This will reduce both cost and wait time resulting in less barriers for students in our district. To execute this strategy, there is a need for a cohesive space for IT to repair, store and deploy equipment.

Creating an IT space will allow all three Red Rock IT staff to work and collaborate in the same area and provide room for maintenance. This renovation will open up 2 more offices for our growing Red Rock team.

**Administrative Recommendations**

*That, the Superior-Greenstone DSB approve for release \$110,000 in accumulated surplus funds for use in capital projects for the 2022-2023 fiscal year.*

Respectfully submitted by:

Alex Marton, Superintendent of Business



**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**  
*"Inspiring Our Students to Succeed and Make a Difference"*

**Report No.:** 30

**Date:** March 27, 2023

**TO:** Chair and Members of the  
 Superior-Greenstone District School Board

**FROM:** Alex Marton, Superintendent of Business

**SUBJECT:** Employee Well-Being Programs

**STRATEGIC**

**PRIORITY:** Well-Being

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**Background**

As identified in the *Well-Being* priority of the Strategic Plan, SGDSB is committed to fostering a positive sense of self, spirit and belonging that is experienced when our cognitive, emotional, social, and physical needs are being met. SGDSB continues to demonstrate our commitment to staff well-being through several initiatives and understands that well-being is achieved through equity and respect for our diverse identities and strengths.

In May 2022 the inaugural *Wellness Incentive Program* was launched, providing staff with a reimbursement for purchases that supported their mental and physical health. Staff feedback was positive, and many stories were shared.

In June 2022, all staff were invited to complete the OURschool survey, which gathered information based on how their school was operating. Respondents identified Communication, Collaboration and Work-Life Balance as target areas for improvement. In response, site visits were completed by the Disability and Wellness Advisor to engage staff in further discussion around these identified areas. Staff shared their strategies for how they support their own well-being and ideas for future wellness activities to support their school environment.

**Current Situation**

Based on feedback, a communication strategy was developed, and programs were introduced to staff in January 2023. These programs included partnerships with regional businesses to offer discounts and well-being focused activities for staff. Examples include:

- Wellness Lab in Terrace Bay – gift certificates for staff to use towards fitness classes
- 20-Hours Outside Challenge – initiative for March to encourage staff to connect with the outdoors
- Boreal Offerings Yoga in Red Rock, Nipigon and virtual – free virtual yoga was offered for staff during lunch breaks and after school in February and March
- OneBeat Cycle Studio in Thunder Bay – special pricing for staff of SGDSB
- Fresh Air Experience in Thunder Bay – special pricing for staff of SGDSB

- Your Body Fitness and Nutrition – virtual fitness programming available for all staff from March - June

**Next Steps**

Continuous feedback from staff will support new investments in well-being in 2023-24. Work will continue with regional partners to expand programming and discounts available for staff.

The *Wellness Incentive Program* will be re-branded in April 2023 to the *Well-being Promotion Program* and will launch in May 2023. The goal of the re-branding is to further support the objectives of the Strategic Plan and give greater focus for staff as they intentionally engage in activities that support their spiritual, physical, social, and intellectual health.

**Administrative Recommendations**

*That the Superior-Greystone DSB receive Report No. 30, Employee Well-Being Programs, for information.*

Respectfully submitted by:

Alex Marton  
Superintendent of Business

Jolene Hynnes  
Disability and Wellness Advisor



**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**  
*"Inspiring Our Students to Succeed and Make a Difference"*

**Report No.: 31**

**Date:** March 27, 2023

**TO:** Chair and Members of the  
Superior-Greenstone District School Board

**FROM:** Alex Marton, Superintendent of Business

**SUBJECT:** Trustee Professional Development Funds 2022-2023

**STRATEGIC  
PRIORITY:** Learning, Stewardship

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**Background**

At the January 2023 Board Meeting, the Board requested a report on available professional development (PD) funds for the 2022-23 fiscal year. The purpose of the report is to provide information necessary to plan for PD attendance for the remainder of the year.

**Current Situation**

Trustee PD and travel allocation for the 2022-23 fiscal year is \$47,130. Accumulated and encumbered travel and PD expenses so far amount to \$37,563, resulting in a balance of \$9,567. Encumbered expenses include planned student trustee travel and PD in April.

For a typical 3-day conference in Toronto, costs for travel, registration and accommodations amount to \$2,200 per trustee. Based on this estimate, the Board can send 4 trustees for additional conferences while staying within the budgeted allocation for governance.

**Administrative Recommendations**

*That the Superior-Greenstone DSB receive Report No. 31, Trustee Professional Development Funds 2022-2023, for information.*

Respectfully submitted by:

Alex Marton  
Superintendent of Business



**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**  
“Inspiring Our Students to Succeed and Make a Difference”

**Report No.:** 32  
**Date:** March 27, 2023

**TO:** Chair and Members of the  
Superior-Greenstone District School Board

**FROM:** Nicole Morden Cormier, Director of Education

**SUBJECT:** Director’s Monthly Report: March 2023

**STRATEGIC PRIORITY:** Learning, Well-Being, Stewardship and Relationships

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**Background**

The Director’s Monthly Report is an opportunity to showcase examples of the numerous ways in which school personnel and system staff are operationalizing the 2018-2023 Multi-Year Strategic Plan. For the month of March, we have provided a variety of examples that demonstrate how schools and the system are supporting students to have voice – through leadership opportunities, as they exercise social, environmental and digital responsibility, and as they work to “make a difference”.

**Current Situation**

Please click on the following link to read the Director’s Monthly Report: March to read about explicit examples of these learning opportunities.



Director's Monthly Report March 2022-2023

If we want learners who can thrive in turbulent, complex times, apply thinking to new situation, and change the world, we must reimagine learning:

[Go to this Sway](#)

**<https://sway.office.com/LzkvwOvrleRcvnbo?ref=Link>**

**Administrative Summary**

*That the Superior-Greenstone DSB receive Report No. 32: Director’s Monthly Report: March 2023, for information.*

Respectfully submitted by:

Nicole Morden Cormier,  
Director of Education



**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**  
*"Inspiring Our Students to Succeed and Make a Difference"*

**Report No.:** 33  
**Date:** March 27, 2023

**TO:** Chair and Members of the  
 Superior-Greenstone District School Board

**FROM:** Nicole Morden Cormier, Director of Education

**SUBJECT:** Anishinabek Education System and SGDSB: Engagement Framework Agreement

**STRATEGIC PRIORITY:** Relationships

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**Background**

A partnership objective of the Relationship Pillar of the Multi-Year Strategic Plan requires that we "develop strategies to enhance communication and transparency with and among staff, students, families and community partners to foster a positive sense of belonging". In the fall of 2020, discussion began with the Anishinabek Education System (AES) Region 1 and our school board to articulate what strong partnerships and mutual accountability means for AES Region 1 schools and SGDSB. Both parties determined that there was a need for parameters to be established that outline when and how engagement regarding signification decisions would occur.

The AES promotes Anishinaabe culture and language and improves education outcomes for Anishinabek students of the 23 participating First Nations. Through the Master Education Agreement signed by the Federal Government, the participating First Nations have full control over establishing and maintaining system-wide education standards that support the transfer of Anishinabek students between the Anishinabek Education System schools and the provincial education system schools. Currently, within AES Region 1 (which aligns with the territory that the Superior-Greenstone District School Board serves), there are four First Nations who are participating in the AES. This list includes Biigtigong Nishnaabeg, Biinjitiwaabik Zaaging Anishinaabek, Long Lake #58 First Nation, and Netmizaaggamig Nishnaabeg.

**Current Situation**

As of March 2023, the Draft Engagement Framework is in the final stages of revision. The process to arrive at an agreement has been filled with significant learning, new understandings and increasingly positive relationship building for the Manager of Indigenous Education and the Director of Education. These positive outcomes resulted as the meetings were focused on keeping students at the center, and from a desire to see meaningful change and a new level of cooperation.

This agreement sets out a process by which the First Nations and the school board will gather input and guidance and build consensus on key decisions impacting Anishinabek student success and well-being for students attending First Nations Schools and the First Nations' students attending schools operated by the school board. The framework articulates the Principles of Engagement which include how the First Nations and school board will conduct themselves as full and equal partners, and a process by which engagement will occur.

**Next Steps**

In the Spring of 2023, in recognition of the significance of this framework, plans are being formulated to engage in an official signing ceremony for this agreement. This ceremony will involve members of the AES and the school board, including the Chair and Indigenous Trustee for the School Board.

Upon signing, the Manager of Indigenous Education and Superintendents will embark upon a capacity building process which will ensure that all leaders at SGDSB not only understand the contents of the agreement but develop additional understanding of the importance of this agreement through the lens of our commitment to Truth and Reconciliation, equity, and a cultural responsive educational experience for students.

**Administrative Recommendations**

*That the Superior-Greenstone DSB receive Report No. 33, Anishinabek Education System and SGDSB: Engagement Framework Agreement for information.*

Respectfully submitted by:

Nicole Morden Cormier  
Director of Education





**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**  
*"Inspiring Our Students to Succeed and Make a Difference"*

**Report No: 34**  
**Date: March 27, 2023**

**TO:** Chair and Members of the  
 Superior-Greenstone District School Board

**FROM:** William Goodman, Superintendent of Education

**SUBJECT:** Portfolio Update: Technology Enabled Teaching and Learning

**STRATEGIC PRIORITY:** Learning and Well-Being

**Background**

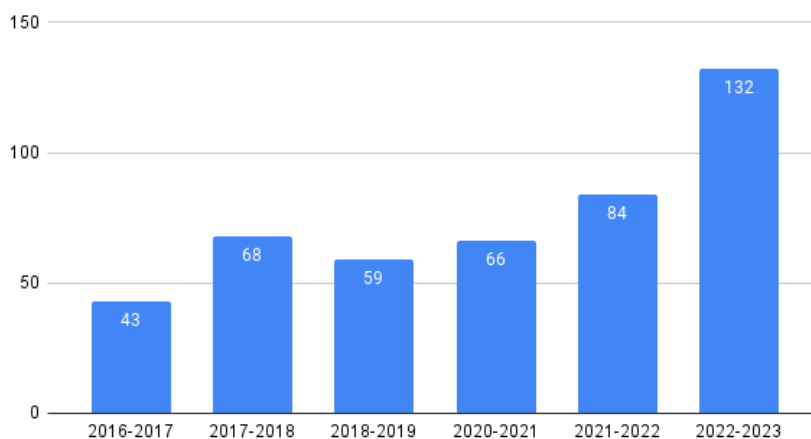
Aligning with our 2018-2023 Strategic Plan, Achieving Excellence: A Renewed Vision for Education in Ontario, and the responsibilities of the Technology Enabled Learning and Teaching Principal position, we are supporting all our schools in embedding technology enabled learning and teaching practices to support student achievement and well-being by offering high-quality teaching and learning experiences in a variety of learning environments. We are continuing to expand pathways opportunities, while aligning operational practices at the secondary level, by collaborating on timetable scheduling to offer a variety of video conferencing and e-learning options for our secondary students.

As a result of PPM 167: Online Learning Graduation Requirement, grade 9 students who started school in the 2021-2021 school year are required to complete two e-learning credits as part of their Ontario Secondary School Diploma requirement. Parents/Guardians can opt out of this requirement.

**Current Situation**

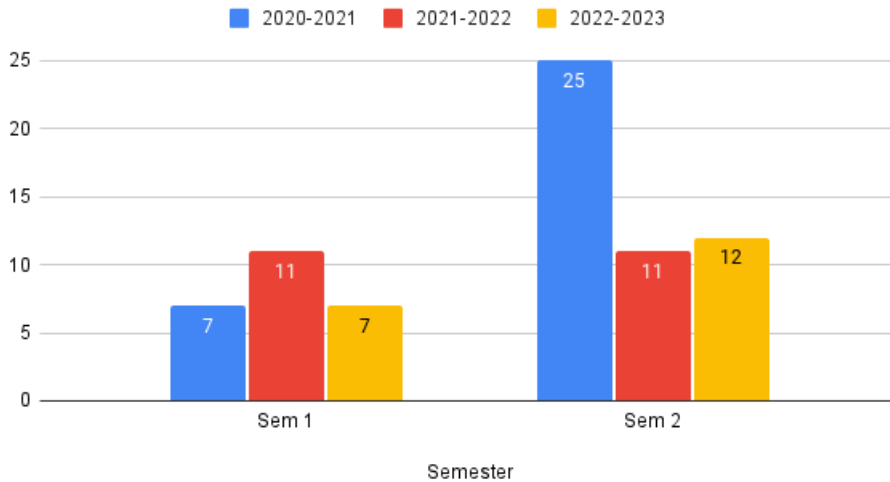
For the 2022-2023 school year, we have had 132 students enrol in our e-learning courses. Our e-Learning courses have maintained consistent growth with an average of 75 students enrolled in an e-Learning course per year. This number reflects both Superior-Greenstone District School Board students and out of board (OOB) students enrolled in our e-learning courses. The numbers fluctuate on a yearly basis due to home school timetables, pathway needs, and student schedules.

SGDSB e-Course Student Enrollment



Our VC course offerings continue to grow as system alignment with timetable creation occurs and capacity with staff and students expands. For the 2022-2023 school year we had 19 active VC courses serving all 5 schools and our remote secondary learners.

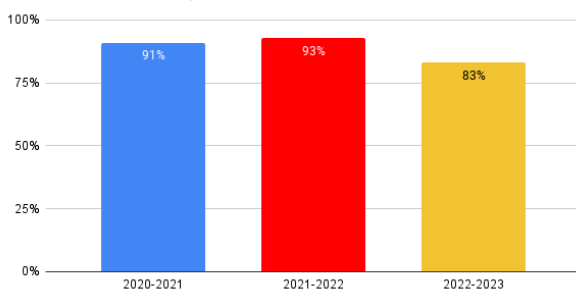
### Active VC Course Offerings



Students enrolled in both our e-Learning and VC courses demonstrate a high level of credit accumulation. Our credit accumulation average for e-Learning is 88% and the VC credit accumulation average is 89%.

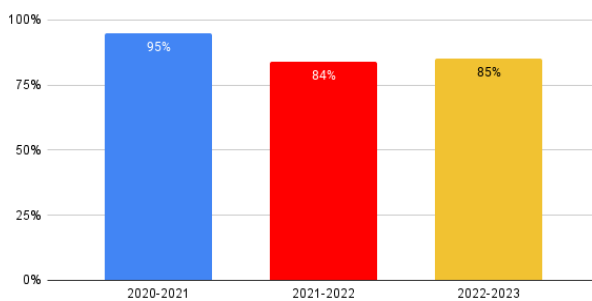
#### VC Credit Accumulation

\*2022-2023 Sem 1 Data Only



#### e-Learning Credit Accumulation

\*2022-2023 Sem 1 Data Only



Superior-Greenstone District School Board is now a member of the Ontario e-Learning Consortium (OeLC). Our former Northern e-Learning Consortium (NeLC) has disbanded as a consortium, and we now pay to be a member of the Ontario e-Learning Consortium. By becoming a member of the Ontario e-Learning Consortium, we have significantly increased the number of partner boards our students can take e-learning courses from 14 to 55.

Currently 98% of eligible students have opted in for the two e-learning credit Ontario Secondary School Diploma requirement and our partnership with the Ontario e-Learning Consortium will help ensure that we can meet their pathway needs. Current OELC data for the 2022-2023 school year (including summer school):

Number of Member Boards	55
Total Number of Classes	2,589
Total Enrollment	46,160
Current Number of Regular Classes	43,730

**Next Steps**

1. Strategic planning of video conferencing and e-learning classes across the district to ensure that a system wide perspective is used when scheduling classes.
2. Support our grade 5 and 8 elementary and grade 10 Civics and Careers classes with blended learning professional development opportunities to increase student and educator capacity in Brightspace.
3. Continued education and awareness of all digital learning opportunities with educators, students and families.
4. Continued support for our educators, staff and families with safe, digital tools that support learning, student success and well-being, accessibility, and transparent communication.

**Administrative Recommendations**

*That the Superior-Greenstone DSB receive Report No. 34: Technology Enabled Teaching & Learning Portfolio Board Report, for information.*

Respectfully submitted by:

Stacey Wallwin,  
Technology Enabled Learning and Teaching Principal (TELTP)

William Goodman  
Superintendent of Education



**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**  
**Trustee Evaluation: Regular Board Meetings**  
**RESPONSE SUMMARY FOR**  
**February 27, 2023 REGULAR BOARD MEETING**

Reflection	Yes	No	N/A	Total Responses out of 11
Do you feel that the information in the agenda package adequately prepared you for the meeting?	2	0	0	2
The presentations were relevant to the governance work of the Board – (e.g. relating to student achievement, well-being and the budget).	2	0	0	2
The Board Chair effectively moderated the meeting (e.g. kept it moving, facilitated questions, provides reminders of bylaws when necessary, etc.)	2	0	0	2
The information provided in the agenda package and through the presentations was sufficient in order to make an informed decision.	2	0	0	2
The meeting was successful in carrying out the aims of the Board’s Multi-Year Strategic Plan.	2	0	0	2
The presentations and board reports were clearly connected to the implementation of the Strategic Plan and this evidence helped me to gain confidence in its effective implementation.	2	0	0	2
<p><b>Optional:</b>                      Based upon the role of the trustee, what items from this meeting allowed you to gain confidence in your role and what needs to be improved to allow you to fulfill your role in a more effective way?</p> <p><b>Responses:</b></p> <ul style="list-style-type: none"> <li>• Really gained confident and understanding in how our schools are creating a sense of belonging.</li> <li>• Heartening to see tangible results of our Board policy making and strategic plan from our student trustees and video clips of what’s going on in our schools.</li> </ul>				
<p><b>Optional Comments:</b></p> <ul style="list-style-type: none"> <li>• Length of meeting was long. Not sure if there is anything we can do but meetings getting into 9:30 p.m. can be difficult.</li> <li>• Trustee conference reports should be written. Must focus on the conference not ‘tattle tailing’.</li> </ul>				

## **SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

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*Section*                      Personnel

*Policy Name*                CONFLICT OF INTEREST

723

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*Board Approved: June 22, 2021*

*Review By: December 2026*

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The Superior-Greenstone District School Board ("the Board") is committed to safeguarding the public interest and trust in public education. Board employees, volunteers and trustees are expected to uphold the public trust and demonstrate integrity in all of their dealings. Conflicts of interest, whether *actual, potential or perceived*, may impact on the integrity and public image of the Board and public education generally. Employees and volunteers are therefore responsible and accountable for identifying and avoiding any situations which may present a potential or actual conflict of interest or be perceived to be a conflict of interest as between their personal interests and their official duties and responsibilities as a Board employee or volunteer.

### **POLICY**

It is the policy of the Superior-Greenstone District School Board that Employees, Volunteers and Trustees are required to disclose any potential or actual conflicts of interest that could compromise, or be perceived to compromise, their objectivity and judgment to their immediate supervisor immediately upon becoming aware in writing of the actual or potential conflict of interest. As such, employees and volunteers may be required to excuse themselves from any duty or transaction where they have, or may appear to have, a conflict of interest that could compromise, or be perceived to compromise, their objectivity and judgement.

### **1.0 DEFINITION**

- 1.1 For the purposes of this policy, a conflict of interest is any situation in which an individual has a personal or financial interest that may:
- Affect their judgement and/or the performance of their duties or responsibilities to the Board; and/or
  - Cause them to act, or appear to act, in a way that is not in the best interests of the Board; and/or
  - Negatively affect the reputation of the Board in the community.
- 1.2 An individual is in a conflict of interest when they get, or hope to get, personal gain by using their position, influence, time, resources, facilities and/or student or staff information.
- 1.3 Personal gain from a conflict of interest could include something gained for a friend, family member or a business associate.

- 1.4 An individual should not have, or be involved in, any direct or indirect personal or financial interest that would, or could, negatively affect the reputation of the Board, and/or interfere with their independent exercise of judgment on behalf of the Board.
- 1.5 Conflicts of interest may include, but are not limited to, circumstances whereby a Board employee or volunteer:
- Is involved in a hiring or staff allocation decision when they have a close personal relationship with the applicant or affected staff member
  - Supervises or manages employees with whom they have, or have had, a close personal relationship where performance and discipline is required
  - Is involved in any business or other outside activity or interest that interferes with their regular duties and responsibilities at, and for, the Board
  - Uses the Board's equipment, resources, materials, or facilities in any form whatsoever, in the pursuit of outside employment, including paid private practice
  - Is involved in purchasing or other supply chain-related activities and accepts gifts or favours or provides preferential treatment to any bidders or suppliers and/or publicly endorses suppliers or products
  - Is involved in any business or other outside activity or interest that could create an actual, possible, or perceived conflict of interest, or could adversely affect the reputation of the Board in the community.

## **2.0 DUTY TO DISCLOSE**

- 2.1 Employees, Volunteers, and Trustees must report any actual, potential, or perceived conflict of interest that they have, or may have, to their immediate supervisor as soon as they become aware of the conflict. All conflicts of interest are to be reported using the Superior-Greenstone District School Board Conflict of Interest Declaration Form by selecting *Self-declaration*.
- 2.2 Anyone who has reason to believe that another Board employee or volunteer may be in a conflict-of-interest situation is encouraged to report to the Director of Education, or designate, the perceived conflict using the Superior-Greenstone District School Board Conflict of Interest Declaration Form by selecting *Report about another employee/volunteer*.

## **3.0 CONFIDENTIALITY**

- 3.1 Any personal information disclosed under this policy will be treated confidentially. Any personal information collected, relevant to a particular conflict of interest will be used by the Board for purposes of evaluating the risk of the conflict of interest and for fashioning an appropriate remedy.

- 3.2 In order to adequately address any disclosed or potential conflicts of interest, it may be necessary for the immediate supervisor to seek direction and guidance from senior staff. If such consultation or further discussion is necessary, the supervisor will advise the affected individual accordingly.

#### **4.0 CONSEQUENCES OF BREACH**

- 4.1 Anyone who engages in activities that contravene this policy, including failing to disclose a conflict of interest, may be subject to disciplinary action up to and including termination of employment, and/or other appropriate measures.

#### **5.0 ACCOUNTABILITY**

- 5.1 Employees are charged with a personal responsibility to identify and report conflict of interest situations in accordance with this Policy.
- 5.2 Immediate Supervisors are responsible for identifying and/or clarifying conflict of interest situations with the employees who report to them before passing this to the Director or designate.
- 5.3 Human Resources is responsible for ensuring that all new employees are aware of this policy.
- 5.4 The Director or designate, in consultation with Human Resources, is responsible for deciding whether a conflict-of-interest situation exists and the subsequent action(s) that may be required.

#### **6.0 SCOPE**

- 6.1 This policy applies to board employees, volunteers and trustees.
- 6.2 This policy shall in no way relieve any employee, volunteer or trustee from complying with any laws, statutes, regulations, rules, or applicable standards of professional conduct or practice.

#### **7.0 NOTIFICATION**

- 7.1 Each employee and volunteer will be made aware of the Policy.

#### **Legal References**

*Education Act*

*Municipal Freedom of Information & Protection of Privacy Act*

## **Related Procedures and Policies**

- Policy 704 Hiring Policy
- Policy 207 Lines of Communication Regarding Complaints
- Policy 210 Student Trustee
- Policy 217 Trustee Expenses
- Policy 303 Purchasing
- Policy 304 Surplus Equipment, Furniture and Books
- Policy 307 Travel, Meals and Hospitality Expenditures
- Policy 522 Scholarships and Trust Funds
- Policy 605 Special Education
- Policy 609 Prior Learning Assessment and Recognition
- Policy 802 Individual Trustee
- Policy 803 Board of Education
- Policy 539 Indigenous Education Advisory Committee





### Small Schools Make a Difference

## Superior-Greystone District School Board Conflict of Interest Declaration Form

Please complete this form if you believe that you may be involved in a conflict-of-interest situation or if you are unsure and seek to disclose a potential or perceived conflict of interest. Please read Superior-Greystone District School Board Conflict of Interest Policy 723.

### SECTION 1: PERSONAL DETAILS

NAME: [Click here to enter text.](#)

JOB TITLE / AREA OF RESPONSIBILITY: [Click here to enter text.](#)

PHONE: [Click here to enter text.](#) EMAIL: [Click here to enter text.](#)

### SECTION 2: DISCLOSURE DETAILS

The following is a:  Self-declaration  Report about another employee/volunteer

The actual, potential, or perceived conflict of interest relates to: *(tick all appropriate box/es)*

- Relationship with family or friends
- Staff recruitment
- Outside work activities (paid/unpaid)
- Relationship with external parties
- Financial interest
- Disposal of school assets
- Gifts/benefits
- Provision of external consultancy services
- Provision of private tutoring
- Other (if you selected other please provide details)
- Procurement of goods and services

The following actual, potential, or perceived conflict of interest has been identified. Please provide all relevant details.

[Click here to enter text.](#)

The (actual, potential or perceived) conflict is expected to last: *(tick appropriate box)*

- 0–12 months
- >12 months or ongoing
- Do not know

### SECTION 3: TO BE COMPLETED BY THE PRINCIPAL/SUPERVISOR/DIRECTOR

In my opinion the details provided: *(tick appropriate box)*

- Do not constitute a conflict of interest, employee may continue the activity (proceed to Section 4).

Do constitute an actual, potential, or perceived conflict of interest (provide a detailed action plan below).

If the situation does constitute a conflict of interest, please ensure that the following actions have been considered:

- Ensure all information surrounding the conflict has been disclosed to Supervisor or Director of Education if report is concerning another employee/volunteer and documented.
- Inform likely affected persons of the conflict, seeking their views where relevant as to whether they object.
- Reformulate the scope of work or restricting access to certain information.
- Recruit a third party to oversee part, or all, of the process.
- Recommend relinquishing the interest that is causing the conflict.
- Temporarily remove the person from the process or responsibilities.
- Monitor the person’s activities closely in relation to the conflict of interest.
- Take no further action because the conflict is minimal.
- If necessary, consult with your supervisor when self-declaring and the Director of Education, or designate, when reporting another employee/volunteer.

I have reviewed the above considerations and request that the Employee takes the following action to eliminate/manage the conflict:

[Click here to enter text.](#)

Plan to be reviewed:

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Within 1 month   | <input type="checkbox"/> Within 3 months | <input type="checkbox"/> Within 6 months                            |
| <input type="checkbox"/> Within 12 months | <input type="checkbox"/> Other – specify | <input type="checkbox"/> N/A: Conflict is one-off or short duration |

**SECTION 4: EMPLOYEE’S DECLARATION**

To the best of my knowledge and belief any actual, potential, or perceived conflicts between my duties as an employee and my private and/or business interests have been fully disclosed in this form in accordance with the requirements of the Superior-Greystone District School Board Conflict of Interest Policy 723.

I acknowledge, and agree to comply with, any approach identified in this form for removing or managing an actual, potential, or perceived conflict of interest.

SIGNATURE:

DATE:

**SECTION 5: PRINCIPAL / SUPERVISOR/ DIRECTOR**

The actions described in the approach outlined in Section 3 have been put in place to effectively manage any actual, potential, or perceived conflict of interest disclosed in Section 2. The approach outlined in Section 3 ensures that the Superior-Greystone District School Board’s public interests and reputation is adequately protected.

NAME: [Click here to enter text.](#)

SIGNATURE:

DATE: