

SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD



Mission Statement

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



Videoconference Site Locations

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

Inaugural / Organizational & Regular Board Meeting 2011/01

12:30 p.m. Inauguration / Elections (Open Session)
 Followed by Committee of Whole Board (In-Camera-Closed)

1:45 p.m. (Regular Board)
 Follows Conclusion of In-Camera

A G E N D A

Friday, December 3, 2010

Designated Site: Marathon Board Meeting Room, 12 Hemlo Drive, Marathon, ON

Board Chair: *To Be Determined*

Director: *Patti Pella*

VC Sites at: GCHS / LSHS / MNHS / NRHS

Teleconference Moderator: RM. Joannette

PART I: Declaration & Inauguration of Board	Section A (Public) *12:30 p.m.
PART II: Elections: 2011 Board Chair and Vice Chair	Section B, (Public): *12:45 p.m.
PART III: Determination of 2011 Board Organizational	Section C, (Public): * 1:00 p.m.
PART IV: Committee of Whole Board – In Camera	Section D (Closed to public): * 1:15 p.m.
PART V: Regular Board Meeting	Section E, (Public): * 1:45 p.m.

* All times noted are approximate

Note: Patti Pella, Director and Secretary to the Board will preside for meeting until the conclusion of the election or acclamation for the 2011 Board Chair. The Board Chair elected or acclaimed then presides for the remainder of the Inaugural/Organizational and Regular Board Meeting.

1.0 Roll Call

<u>Trustees</u>	Attendance: On-site (OS); Teleconference (TC); Videoconference (VC); Absent (A); Regrets (R)										
	OS	TC	VC	A	R		OS	TC	VC	A	R
Bartlett, Bette						McRae, Pauline					
Brown, Cindy						Pelletier, Allison (Student)					
Carlino, Daniela (Student)						Robinson, Danielle (Student)					
Fisher, Cindy						Santerre, Angel					
Keenan, Darlene						Simonaitis, Fred					
Mannisto, Mark						Simmons, Tina					

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

PART I: Declaration & Inauguration of Board

Section A (Public) 12:30 p.m.

2.0 Declaration of Election Returns

(Patti Pella-Director)

Angel Santerre: Terrace Bay/Schreiber Ward (Elected)
 Bette Bartlett: Nipigon Ward (Elected)
 Cindy Brown: Marathon Ward (Acclaimed)
 Darlene Keenan: Manitouwadge Ward (Elected)
 Fred Simonaitis: Greenstone Ward (Elected)
 Mark Mannisto: Greenstone Ward (Elected)
 Pauline McRae: Marathon Ward (Acclaimed)
 Tina Simmons: Red Rock, Dorion, Hurkett Ward (Acclaimed)

3.0 Declaration of First Nation Representative Appointment

(P. Pella)

Note: The Appointment of First Nation Representative is contingent upon receipt of the name of an individual whose nomination is supported by First Nation Chiefs with whom the Board holds Tuition Agreements.

4.0 Inauguration: Trustee Declaration and Oath of Office

(P. Pella)

For Reference on Procedures for the Inaugural and Annual Organizational Meetings please see Section 3.0 of the Superior-Greenstone DSB Bylaws as attached.

(Attached - Bylaw)

4.1 Trustees' Recital of Oath / Signatures

(Handout for to each Trustee)

5.0 Declaration of Legally Constituted Board

(P. Pella)

PART II: Elections: 2011 Board Chair and Vice Chair

Section B, (Public): 12:45 p.m.

6.0 Naming of Two Scrutineers

(P. Pella)

Note: Scrutineers are appointed to duties for the duration of all components of this meeting agenda where a ballots may be cast.

7.0 Election: Board Chair for 2011

(P. Pella)

7.1 Board Chair: Call for Nominations

✓ ***That***, the ballot from the election of the Board Chair is destroyed.

8.0 Chairperson Assumes Chair for 2011

(To be Determined)

9.0 Election: Board Vice-Chair for 2011

9.1 Board Vice-Chair: Call for Nominations

✓ ***That***, the ballot from the election of the Board Vice-Chair is destroyed.

PART III: Determination of 2011 Board Organizational

Section C, (Public): 1:00 p.m.

10.0 Approval of Agenda

✓ ***That***, the agenda for Superior-Greenstone DSB Inaugural / Organizational and Regular Board Meeting 2011/01 be accepted and approved.

11.0 Election: Standing Committee Chairs

11.1 Chair: Education Committee-Call for Nominations

✓ ***That***, the ballot from the election of the Education Committee Chair is destroyed.

11.2 Chair: Negotiations / Business Committee-Call for Nominations

✓ ***That***, the ballot from the election of the Negotiations/Business Committee Chair is destroyed.

12.0 Appointments of Statutory Committees

12.1 2011 Special Education Advisory Committee (SEAC)

1. _____ Appointee
2. _____ Appointee
3. _____ Alternate Appointee
4. _____ Alternate Appointee

12.2 2011 Occupational Health and Safety Committee

1. _____ Appointee
2. _____ Appointee
3. _____ Alternate Appointee

12.3 2011 Student Alternative Learning (SAL) Committee

In accordance with the Education Act, a board shall establish a SAL Committee to function as a committee to make decisions at meetings regarding supervised alternative learning by pupils

of the board. A board shall appoint the following individuals to be members of a committee:

1. _____ Appointee
2. _____ Alternate Appointee
3. The Director of Education or the Superintendent of Education
4. At least one person who is not a member or employee of the Board

13.0 Appointments of Standing Committee

13.1 2011 Parental Involvement Committee

1. _____ Appointee
2. _____ Appointee
3. _____ Appointee
4. _____ Alternate Appointee

13.2 2011 Native Education Advisory Committee (NEAC)

✓ *That, the Superior-Greenstone DSB appoint the First Nation Representative _____ as a member and Chair of the NEAC, and further appoint the following trustees as NEAC members:*

- 1 _____ Appointee
- 2 _____ Appointee

13.3 2011 Transportation Committee

1. _____ Appointee
2. _____ Appointee
3. _____ Alternate Appointee

13.4 2011 Board Discipline Committee

1. _____ Appointee
2. _____ Appointee
3. _____ Appointee
4. _____ Appointee
5. _____ Appointee

13.5 Board Policy Review Committee

✓ *That, the Superior-Greenstone DSB appoints the following trustees to the Board Policy Review Committee, for the period December 3, 2010 to November 30, 2014:*

1. _____ Appointee
2. _____ Appointee
3. _____ Appointee
4. _____ Appointee
5. _____ Appointee

PART IV: Committee of Whole Board – In Camera

Section D (Closed to public): 1:15 p.m.

14.0 Disclosure of Interest: re Closed Session

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 A (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 A (Closed Session) at _____ p.m. and that this portion be open to the public.

PART V: Regular Board Meeting

Section E, (Public): 1:45 p.m.

16.0 Regular Meeting Call to Order

✓ That, the Superior-Greenstone DSB Inaugural / Organizational and Regular Board Meeting 2011/01 be called to order at _____ p.m.

17.0 Report of the Committee of the Whole Closed Session

17.1 *✓ That, the Superior-Greenstone DSB – Committee of the Whole – In-Camera Section A (Closed) Reports be adopted with the following recommendations therein:*

—
 —

18.0 Disclosures of Interest re: Open Session

19.0 Minutes: Board Meetings and Board Committee Meetings

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

- Regular Board Meeting – November 15, 2010, and

(Attached)

20.0 Business Arising Out of the Minutes

21.0 Delegations and/or Presentations

21.1 Presentation of the Bernadine Yackman Award
Armand Giguere: Trustee Advisor (Caramat)

(Trustee – D. Keenan)

21.2 Presentation: School Support Student Success Initiative

(MRHS Principal, Brenda Wisikin)

21.3 Presentation: Student Trustees' Update

(Verbal – Student Trustees)

21.3.1 Update: Student Senate

21.3.2 Allison Pelletier

21.3.3 Daniela Carlino

21.3.4 Danielle Robinson

22.0 Reports of the Business Committee

Business Chair: (To be Determined)

Superintendent of Business: Cathy Tsubouchi

22.1 Reports No. 01
Financial Statements Update

(Attached – Cathy Tsubouchi)

22.2 Report No. 02
Board Audit Committee

(Attached – Cathy Tsubouchi)

✓ **That**, effective December 3, 2010, the board member listed below be appointed to the Audit Committee for a term of four (4) years:

1. _____
2. _____
3. _____

22.3 Report No. 03
BA Parker PS Replacement Project Update

(Attached – Wayne Chiupka)

23.0 Reports of the Director of Education

Director of Education: Patti Pella

23.1 Report No. 04
2011 Regular Board Meeting Rotation and Dates Options for Discussion

(Attached – P. Pella)

✓ **That**, the Superior-Greenstone DSB approve the 2011 Regular Board Meetings schedule as outlined in Report No. 04 as:

- Option No. 1: ☐
- Option No. 2: ☐
- Option No. 3: ☐
- Other as follows: ☐

23.2 Report No. 05
Legal Representation

(Attached – P. Pella)

23.3 Report No. 06
2009-2010 Director's Annual Report

(To Follow Under Separate Cover – P. Pella)

24.0 Reports of the Education Committee

Education Chair: (To be Determined)

Superintendent of Education: David Tamblyn

24.1 Report No 07
Update: Violence in the Workplace Bill 168 Implementation

(Attached – D. Tamblyn)

25.0 Matters for Decision

Board Chair: (To be Determined)

25.1 Report No. 08
Personnel-December 3, 2010

(Attached – Barbara Draper)

26.0 New Business

- 26.1 Chair
- 26.2 Correspondence
- 26.3 Future Board Meeting Agenda Items
 - Board Improvement Plan
 - Report from Board Leadership Development Meeting
 - Initiatives
- 26.4 Miscellaneous

27.0 Trustee Associations and Other Boards

- 27.1 OPSBA
Reminder: Public Education Symposium: January 27-29, 2011
Internet Link: <http://www.opsba.org/index.php?q=system/files/2011PESProgram.pdf>
- 27.2 Appointments of OPSBA Director and Voting Delegates
 - 27.2.1 Trustee Appointments for OPSBA Director/Voting Delegate
✓ That, the Superior-Greenstone DSB appoint
Trustee _____ to serve as its Director
to OPSBA effective for the period of December 3, 2010
to November 30, 2011.

✓ That, the Superior-Greenstone DSB appoint
Trustee _____ to serve as its Voting
Delegate to OPSBA effective for the period of
December 3, 2010 to November 30, 2011.
 - 27.2.2 Trustee Appointment for OPSBA Alternate Director/Alternate Voting Delegate
✓ That, the Superior-Greenstone DSB appoint
Trustee _____ to serve as its Alternate
Director to OPSBA effective for the period of
December 3, 2010 to November 30, 2011.

✓ That, the Superior-Greenstone DSB appoint
Trustee _____ to serve as its Alternate
Voting Delegate to OPSBA effective for the period of
December 3, 2010 to November 30, 2011.

28.0 Observer Comments

(Members of the public limited to 2 minute address)

29.0 Adjournment

✓ That, the Superior-Greenstone DSB Inaugural /
Organizational and Regular Board Meeting
2011/01 adjourn at _____, p.m.

2011 Board Meeting Schedule

To Be Determined

Section 3.0**INAUGURAL and ANNUAL ORGANIZATIONAL MEETINGS****3.1 Inaugural Meeting**

The Inaugural Meeting of a newly elected Board shall be held during the first seven (7) days of December at the call of the Board Secretary.

This meeting shall be held at the head office of the Board in Marathon, Ontario.

3.2 Annual Organizational Meeting

The Annual Organizational Meeting of the Board for the second, third and fourth years of a Board's term of office shall be held in the first seven (7) days in each succeeding December at the Board's Head Office, unless the Board otherwise directs.

3.3 Quorum Needed

It shall be necessary for the conduct of any business, including elections at the Inaugural and Organizational Meetings, that there be a quorum present.

Should no quorum be found, then the meeting shall be postponed for a period not exceeding seven (7) days.

3.4 First Nations Representative

As provided under Regulation, the Secretary shall announce, if available, the name of the member appointed by the First Nations within the Board's jurisdiction to represent the interests of Indian pupils attending the Board's schools, and that person so named shall be deemed an elected member of the Board once appointed by Board resolution.

3.5 Procedures

The procedures at the Inaugural Meeting and each succeeding Annual Organizational Meeting shall be as follows.

3.5.1 Secretary Assumes Chair

The Secretary shall assume the Chair until the election of a Chair is concluded.

3.5.2 Call to Order

The Secretary shall:

- (a) call the meeting to order; and
- (b) in an election year, read the returns of the clerks of the municipalities, if available, certifying as to the election of the members; and
- (c) declare the Board to be legally constituted when all members present have taken the declaration and oath, if taken, and they constitute a majority of all of the members of the Board.

3.5.3 Ballots

The Secretary shall have ballots prepared for each office.

3.5.4 Scrutineer

The Secretary shall designate two staff members to act as scrutineer.

3.5.5 Elections

The Secretary shall conduct the election for the Office of **Chair** by calling for nominations from the floor and each member so nominated shall indicate whether or not he/she will stand.

A seconder for a nomination is **not** required.

The following provisions shall apply.

(a) Acclamation

If only one person is nominated or elects to stand, that member shall be declared elected by acclamation.

(b) Contested

Where more than one member stands, a vote shall be taken by secret ballot, and the member receiving the majority of unspoiled ballots cast shall be declared elected.

Amended by Resolution No. 269/04: November 15, 2004

(c) Addressing the Members

Time will be allocated for each candidate for the Office of Chair to address the Board in public session.

(d) No Majority on First Ballot

If no nominee receives a majority, the name of the member receiving the fewest votes shall be removed and the members shall proceed to vote anew, again by secret ballot, and so on until a Chair has been duly elected.

(e) Tie for Fewest Votes

If no nominee receives a majority and two or more nominees are tied respecting the fewest votes, those nominees so tied shall draw lots to determine which name shall remain on the ballot and which name shall be dropped.

(f) Drawing Lots

In the event of an equality of votes for the position of Chair, a further ballot shall be taken. If, upon the last ballot the equality remains, the nominees shall draw lots to fill the position of Chair.

3.6 Procedures for Drawing Lots

Two ballots shall be prepared: one stating the name of the position to be filled and the other blank. The person drawing the ballot stating the name of the position shall be declared the winner.

3.7 Balloting

The Secretary shall announce the results of any ballot, but shall not declare the count.

3.8 Assuming Chair

Upon election, the newly-elected Chair shall assume the role of Chair, and will preside over the remainder of the meeting.

3.9 Destroying Ballots

As the first order of business on assuming the role of the Chair, the newly-elected Chair shall call for a motion, duly moved and seconded, to destroy the ballots.

3.10 Vice-Chair

As Chair shall then conduct the election of the Vice-Chair of the Board, in the same manner as for the election of the Chair.

3.11 Committee Chair(s)

3.11.1 Elections

The Chair shall then conduct the elections for the Chair of each Standing Committee in an order as determined by the Chair and in the same manner as for the election of the Board Chair.

3.11.2 Motion to Destroy Ballots

After each position is filled, if balloting has been involved, then a subsequent motion to destroy the ballots shall be in order.

3.11.3 Option to Secret Ballot

By majority consent, voting for Committee Chair positions may be taken by show of hands rather than secret ballot.

3.12 Business

Any other general business of the Board shall then be conducted.

3.13 Term of Office

The term of office for all elected Board Officers shall be for one (1) year, or the following December, whichever comes first, however, officers shall remain in office until such time as elections for their offices have been held.

Superior-Greenstone District School Board – Board Procedural By Laws

There shall be no restrictions as to how many consecutive terms an individual Member shall serve as an Officer of the Board.

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Regular Board Meeting 2010/11

Committee of Whole Board In-Camera
 (Closed to Public) 6:30 p.m.

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

MINUTES

Monday, November 15, 2010

Designated Site: Board Meeting Room, Marathon, ON

Board Chair: Julie Sparrow

Director: Patti Pella

VC Sites at: GCHS / LSHS / MNHS / NRHS

Teleconference Moderator: RM. Joannette

PART I: Committee of Whole Board

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

PART II: Regular Board Meeting

Section (B) : – (open to public): TBA

Attendance

<u>Trustees</u>	Attendance: On-site (OS); Teleconference (TC); Videoconference (VC); Absent (A); Regrets (R)										
	OS	TC	VC	A	R		OS	TC	VC	A	R
Bartlett, Bette	X					Notwell, Kathryn		X			
Brown, Cindy	X					Pelletier, Allison (Student)			X		
Carlino, Daniela (Student)			X			Robinson, Danielle (Student)	X				
Fisher, Cindy	X					Excused at 8:05 p.m.					
Keenan, Darlene			X			Simmons, Tina			X		
Mannisto, Mark	X					Sparrow, Julie	X				
						Turner, Jim		X			

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

1.0 Roll Call

Board Chair Julie Sparrow conducted roll call at 6:34 p.m. Members were present as noted above.

PART I: <i>Committee of the Whole Board</i>	Section (A) In-Camera: – (closed to public) 6:30 p.m.
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2.0 Disclosure of Interest: re Closed Session

There were no disclosures of interest reported.

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

(Attached)

3.1 Agenda: Committee of the Whole Board - Closed**192/10**

Moved by: Trustee Mannisto

Second: Trustee Keenan

✓ *That, the Superior-Greenstone DSB go into a Committee of the Whole Board (in-camera Section A) at 6:35 p.m. and that this portion be closed to the public.*

Director of Education Patti Pella noted that this Board meeting was the first one convened subsequent to passing the newly revised Board Procedural bylaws; hence, it would be the first meeting for which the Administrative Assistant would record brief, confidential minutes. These are to be retained in the confidential records that reside in the Director's office for future reference by and for only members of the Board of Trustees and the Director of Education as the need may arise.

3.2 Rise and Report from Closed Session**193/10**

Moved by: Trustee Mannisto

Second: Trustee Keenan

✓ *That, the Superior-Greenstone DSB rise and report from a Committee of the Whole Board (in-camera Section A) at 7:27 p.m. and that this portion be open to the public.*

PART II: <i>Regular Board Meeting</i>	Section (B): – (open to public): TBA
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4.0 Regular Meeting Call to Order**194/10**

Moved by: Trustee Mannisto

Second: Trustee Keenan

✓ *That, the Superior-Greenstone DSB Regular Board Meeting on Monday, November 15, 2010 be called to order at 7:28 p.m.*

5.0 Report of the Committee of the Whole Closed Session**5.1 195/10**

Moved by: Trustee Mannisto

Second: Trustee Keenan

✓ *That, the Superior-Greenstone DSB – Committee of the Whole – In-Camera Section A (Closed) Reports be adopted.*

6.0 Approval of Agenda**196/10**

Moved by: Trustee Mannisto

Second: Trustee Keenan

✓ *That, the agenda for the Superior-Greenstone DSB 2010/11 Regular Board Meeting, Monday, November 15, 2010 be accepted and approved.*

7.0 Disclosures of Interest re: Open Session

There were no disclosures of interest reported.

8.0 Minutes: Board Meetings and Board Committee Meetings

197/10

Moved by: Trustee Mannisto

Second: Trustee Keenan

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

- Regular Board Meeting – October 18, 2010, and

That, the minutes of the following Board Advisory and Standing Committees meetings be acknowledged as received

- Special Education Advisory Committee Notes – October 12, 2010
- Parent Involvement Committee – November 2, 2010

9.0 Business Arising Out of the Minutes

9.1 Regular Board: October 18, 2010

Item 8.0: Minutes of Board Policy Review Committee – September 27, 2010

198/10

Moved by: Trustee Mannisto

Second: Trustee Keenan

✓ **That**, Superior-Greenstone DSB having accepted the recommendations outlined in the BPRC minutes of September 27, 2010 approve as reviewed:

- P-202 Control and Release of Information
- P 506 Drug Education
- Procedural Guideline: Religious Accommodation, and

That, these be posted to the Board website with an implementation date of October 19, 2010 and these shall supersede any previous policies and procedural guidelines.

Administrative Assistant Rose-Marie Joannette explained that specific policy approval was not recorded at Board meeting on October 18, as should have been the case; therefore, the implementation date for these policies and procedural guideline has been backdated to October 19, 2010.

10.0 Delegations and/or Presentations

10.1 Presentation: E-Learning: Provincial Perspective (LSHS Principal, Donna Fry)

Lake Superior HS Principal Donna Fry provided a comprehensive PowerPoint presentation that both outlined and demonstrated how E-learning classes were conducted for the students enrolled in these classes at the area high schools. There are six E-learning courses being offered this school year, three in each semester. She also explained how through a pilot project, E-learning facilitates the conduct of blended learning for students elementary classes from grade 5 through grade 8 at the George O'Neil, Red Rock, Dorion, Schreiber and Terrace Bay Public Schools.

10.2 Presentation: Student Trustees' Update (Verbal – Student Trustees)

10.2.1 Allison Pelletier provided a verbal update, noting that several results from the recent student participation in regional sporting events. The Halloween dance at Geraldton Composite HS was a success. There is drama event schedule on December 8, 2010 entitled Café 2010. She has been asked by some Alternative Education students to provide a report to the board about the benefits of the program and include some of their suggestions to improve the program.

10.2.2 Daniela Carlino provided a verbal update of events from both Lake Superior HS and Nipigon-Red Rock DHS. In addition to providing several results from the recent NRHS student participation in regional sporting events, she reported that Student Council is

organizing a Christmas Dance at NRHS. There was also a “post-secondary planning” event at the school to provide information on college and university offerings. At LSHS, students raised \$1,692 for the Humane Society through Halloween door-to-door campaign. Issues of the Student Newspaper have been distributed around the area; the math contest continues in the school and Christmas Spirit Days are set to start shortly. Ms. Carlino thanked the board her recent opportunity to partake of the Ontario Student Trustees’ Association (OSTA) Fall Annual Conference held in Toronto.

- 10.2.3 Danielle Robinson provided a verbal update for Manitouwadge HS and Marathon HS. MNHS Student Council plans to hold a winter formal dance and she reported on several results from the recent student participation in regional sporting events. At MRHS Halloween events included pumpkin carving events and a costume day. School spirit events have been well received and in December, there is a masquerade ball planned.

Director Patti Pella bid congratulations to all the student trustees for their excellent representation of the board during the OSTA conference. She has received very positive feedback from Nicola Pullia of TV Ontario about the impressive conduct of the three student trustees.

11.0 Reports of the Business Committee

(Business Chair: D. Keenan)

Superintendent of Business: B. Rousseau

- 11.1 Report No. 85: Enrolment Summary on October 29, 2010 Count Date
Superintendent of Business Bruce Rousseau provided an overview of the report, advising that enrolment as of the official ministry count date was up by 3.5 FTE students at the elementary panel, while the secondary panel had experienced a decrease of 7.5 FTE students.
- 11.2 Report No. 86: Disbursements – October 2010
C. Tsubouchi provided a brief overview of this report presented for information.
- 11.3 Report No 87: Board Signing Officers
C. Tsubouchi advised that the following motion was required because of administrative staff changes.

199/10

Moved by: Trustee Mannisto

Second: Trustee Keenan

✓ That, effective December 1, 2010, signing officers for Superior-Greenstone District School

Board be any two of the following:

Patti Pella Director of Education and Secretary to the Board

Cathy Tsubouchi Superintendent of Business and Treasurer

Dave Tamblyn Assistant to the Director of Education

Dianne Williams Manager of Accounting Services

- 11.4 Bylaw 121: Tax Levy 2010

200/10

Moved by: Trustee Mannisto

Second: Trustee Keenan

✓ That, the Superior-Greenstone DSB approves Bylaw No. 121 being a bylaw to levy taxes for 2011 as per the attached.

- 11.5 Bylaw122: Borrowing re B.A Parker PS and Geraldton Composite HS

C. Tsubouchi explained that the B.A. Parker PS Replacement Project requires financing as ministry funds for the project would not be forwarded to the board until March 2012.

201/10

Moved by: Trustee Mannisto

Second: Trustee Keenan

✓ **That**, the Superior-Greenstone DSB approves Bylaw No. 122 being a bylaw to authorize the borrowing of up to four million, seven hundred and ninety thousand dollars (\$4,790,000.00) as per the attached.

11.6 Report No. 88: BA Parker PS Replacement Project Update

Manager of Plant Services Wayne Chiupka provided an overview of Report No. 88, noting that on December 6 and 7, 2010 there are meetings set up in Geraldton to provide parents and staff with an update on the project. Both he and the Director of Education will be available to provide project details during the meetings and field inquiries by those attending. He also advised that for the winter months, snow plowing within the school construction area would be provided to keep emergency exits clear.

11.7 Report No. 89: Health and Safety Policy 706 Annual Approval

202/10

Moved by: Trustee Mannisto

Second: Trustee Keenan

✓ **That**, the Superior-Greenstone DSB approve Board Policy 706 Health and Safety as presented and that the same be posted to the board website with an effective implementation date of November 16, 2010.

12.0 Reports of the Director of Education

Director of Education: Patti Pella

12.1 Correspondence:

12.1.1 MOET New Trustee Orientation

P. Pella provided a reminder that the New Trustee Orientation workshop sponsored by the Ministry of Education (Thunder Bay) is scheduled on Tuesday, November 23, 2010. She added that with the trustees attending this function, the Board Policy Review Committee (BPRC) scheduled on November 22, 2010 would be cancelled. The next BPRC will take place in January 2011. As yet, this date is unspecified as it would be set in conjunction with dates to be determined at the Board's Inaugural meeting which happens on December 3, 2010.

12.1.2 Thank you Notes

P. Pella advised that a thank you notes was received from a student in receipt of financial award to pursue post-secondary education.

12.3 Non-Trustee Board Committee Expenses

Director of Education Patti Pella advised that the motion that follows addresses the issue of expenses incurred by members of various board committees and has come to exist because of revisions to Regulation 612/00.

203/10

Moved by: Trustee Mannisto

Second: Trustee Keenan

✓ **That**, the Superior-Greenstone DSB reimburse members of board committees for expenses incurred as members of the committee as outline in Superior-Greenstone DSB Policy 307-Travel, Meals and Hospitality and that the implementation of this motion be that the NEAC committee be covered as of March 1, 2010 and that all other board committees be covered as of September 1, 2010.

13.0 Reports of the Education Committee

(Education Chair: K. Notwell)

Superintendent of Education: David Tamblyn

- 13.1 Report No. 90: Board Leadership Development Plan
David Tamblyn provided an overview of Report No. 90.

- 13.2 Report No. 91: Native Language and Studies Courses
David Tamblyn provided an overview of Report 91.

204/10

Moved by: *Trustee Mannisto*

Second: *Trustee Keenan*

✓ **That**, the Superior-Greenstone DSB, approve the addition of a total of seven, additional sections to the secondary schools listed above for Semester 2 of the 2010-2011 School Year for Native Language and Native Studies courses, pending proof of minimum student enrollment as requested.

- 13.3 Report No 92: Technology Update
Bradley Ross, Coordinator of Information Technology provided an overview of Report No. 92.

14.0 Matters for Decision

Board Chair: J. Sparrow

- 14.1 Report No. 93: Personnel – November 15, 2010
This report was presented for information.

15.0 New Business

- 15.1 Board Chair
Board Chair read from prepared notes expressing her thanks and to all of the board members and administration as this would be the last meeting she would attend as a board members as the new board is set to be sworn in on December 3, 2010.

- 15.2 Correspondence:
Nil

- 15.3 Future Board Meeting Agenda Items
Trustee Bartlett requested a report to outline possible scenarios for the dates and a rotation schedule for the 2011 Board Meetings. She also requested a summary of attendance of board members during the 2010 schedule of board meetings.

- 15.4 Miscellaneous
Nil

16.0 Notice of Motion

Nil

17.0 Trustee Associations and Other Boards

- 17.1 OPSBA
Trustee Keenan advised that she was attending OPSBA Director's meeting in the following week.

18.0 Observer Comments

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

Nil

PART III: *Committee of the Whole Board*

Section (C) In-Camera: – (closed to public) TBA p.m.

20.0 Committee of the Whole Board *(In-Camera Closed)**(Attached)*21.1 Agenda: Committee of the Whole Board - Closed**205/10***Moved by: Trustee Mannisto**Second: Trustee Keenan*

✓ **That**, the Superior-Greenstone DSB go into a Committee of the Whole Board Section C (Closed Session) at 9:00 p.m. and that this portion be closed to the public.

21.2 Rise and Report from Closed Session**206/10***Moved by: Trustee Mannisto**Second: Trustee Keenan*

✓ **That**, the Superior-Greenstone DSB rise and report from the Committee of the Whole Board Section C (Closed Session) at 10:10 p.m. and that this portion be open to the public.

21.3 **207/10***Moved by: Trustee Mannisto**Second: Trustee Keenan*

✓ **That**, the Superior-Greenstone DSB – Committee of the Whole – In-Camera Section C (Closed) Reports be adopted.

22.0 Adjournment**208/10***Moved by: Trustee Mannisto**Second: Trustee Keenan*

✓ **That**, the Superior-Greenstone DSB 2010/11 Regular Board Meeting, Monday, November 15, 2010 be adjourned at 10:11 p.m.

2010 Board Meeting Schedule

2010 Dates	Time	Location		2010 Dates	Time	Location
Monday, November 15	6:30 p.m.	Marathon Board Office (SGB0)		Friday, December 3	12:30 p.m.	Marathon Board Office (SGB0)

SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD

Report No: 01

Date: December 3, 2010

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

FROM: Cathy Tsubouchi

SUBJECT: Financial Statements Update

Background

We are finalizing the Public Sector Accounting Board (PSAB) recommendations regarding presentation of school board financial statements so that the 2009/10 school year will be presented on a full PSAB basis. As a result, numerous boards across the province have requested extensions to the deadline for filing their 2009/10 financial statements. We have also been given an extension.

Current Situation

Because the December board meeting is earlier than usual, we are unable to present the statements at this meeting. The financial statements with audit report will need to be presented at a Special Board meeting to be called early in January.

Administrative Summary

The Financial Statements Update is presented to the Board for information.

Respectfully submitted,

Cathy Tsubouchi
Manager of Accounting Services

SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**Report No:** 02**Date:** December 3, 2010

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

FROM: Cathy Tsubouchi

SUBJECT: Audit Committee

Background

In September 2010, the audit committee regulation (O. Reg. 361/10) was released. Under the regulation, Boards are required to establish an audit committee no later than January 31, 2011.

Current Situation

Our audit committee is to be composed of 5 members: 3 board members and 2 persons who are not board members. Advertisements for volunteer community members will be placed shortly. There are very specific qualifications for the volunteer positions. It is anticipated that the Selection Committee will have appointments for the January 2011 Board meeting.

Since this is a new committee, the Board needs to establish the term of office for committee members. Under the regulation, the maximum terms of office are shown below:

Audit Committee Member	Term of appointment
Board member	up to but not to exceed 4 years
Non-Board member (volunteer)	up to but not to exceed 3 years

The Board may determine any term up to the maximum shown. Since northern boards were anticipating difficulties attracting volunteers, we are recommending the maximum term for non-board members. Therefore, we would also recommend the maximum term for board members on the audit committee.

Administrative Recommendations

It is recommended that the term for board members appointed to the Audit Committee be four (4) years.

It is recommended that the term for non-board members appointed to the Audit Committee be three (3) years.

That, effective December 3, 2010, the board members listed below be appointed to the Audit Committee for a term of 4 years:

1. _____
2. _____
3. _____

Respectfully submitted,

Cathy Tsubouchi
Manager of Accounting Services

SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD

Report No: 03

Date: December 3, 2010

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

FROM: Wayne Chiupka, Manager of Plant Services

SUBJECT: BA Parker Public School Replacement Project – Update Dec 2010

Background

At the Board meeting on June 21, 2010, the Board awarded the tender for Alteration to Geraldton Composite HS for the new BA Parker PS Renovation to Quinan Construction Limited. Mobilization was carried out, by Quinan, to begin construction soon after the award.

Work was designed to take place in two phases:

Phase 1 includes the creation of a new High School Library and relocation of the Welding Shop, Art Room, and Sewing Room. The objective is to vacate all spaces needed for the future BA Parker PS. Changes to parking and traffic flow are also to be addressed to enable construction to progress in Phase 2 with minimal effect on school users.

Phase 2 includes the creation of the new BA Parker PS. Other work will also take place to relocate, to other areas of the building, some of the space needed by Confederation College. Extensive grounds work and painting will be carried out to put the final touches on the site and building. The new school building has been designed with a capacity of 184 (according to Ministry of Education room loading) and contains 8 classrooms (5 regular classrooms, 1 computer room, 2 kindergarten rooms), and a Special Ed room.

Current Situation

Most recently, the contractor has started installing the high efficiency triple pane windows. Work on the windows continues while school is in session with the school making rooms available, one at a time. This scheduling is being handled locally by, the Principal, Al Luomala. Some disruption is inevitable, but because of the large number of windows – approximately 60, and the complexity of the work, installation needs to take place during daylight hours to ensure a quality job. The school has responded well to assist with this task.

With the arrival of winter and much snow, snow clearing arrangements have been set up to ensure that entrances and exits are cleared to meet the emergency response requirements of the building and site. Quinan Construction has relocated their work trailers and storage units to the south side and is managing the snow clearing needs for that area. Parking on the site continues to be an issue, but we are looking at temporary solutions to get through the winter. Relocation and removal of storage containers has helped free up many spots. Handicap parking spots have been selected and should be setup and fully posted with signs shortly.

Heating systems are working well and classrooms are seeing an acceptable comfort level. This will further improve with the completion of the window installations.

The high school continues with the setup and use of the Automotive Shop, new Library, new Art Room, and the other spaces affected by Phase 1.

The Welding area is progressing well with the assembly of the new welding booths. School shop staff have been working hard to get everything setup just right.

Work is also progressing in areas occupied by Confederation College, which have been affected by the redesign of the building layout. Some spaces were traded in the initial design to enable the new BA Parker PS to have an efficient layout. Cooperation with the College has been very good, and is much appreciated.

To ensure the safety of staff, students, and other building users, temporary outside fencing is maintained to prevent access to excavation areas. The south area of the school is fenced and fully under the control and use of the contractor. Others are not permitted in this area. Areas of the school that are part of Phase 2 have been closed off with temporary walls and doors to ensure access control to the construction areas that will be ongoing. Construction on Phase 2 continues with walls and ventilation equipment/ductwork being installed.

Weekly teleconference meetings and monthly onsite meetings continue to take place to keep the project moving along, and to ensure that the school principal is fully aware of the project progress and details. The next on-site meeting with the architect is scheduled to take place on December 8, 2010.

Administrative Summary

The BAPS School Replacement Project – Update Dec 2010 is hereby presented to the board for information.

Respectfully submitted by:

Wayne Chiupka
Manager of Plant Services

Patti Pella
Director of Education

SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD

Report No: 04 (REVISED)

Date: December 3, 2010

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

FROM: Patti Pella, Director of Education

SUBJECT: 2011 Regular Board Meeting Rotation and Dates Options for Discussion

Background

Regular Board meetings for the Superior-Greenstone DSB are held on a monthly basis. The meetings have been scheduled in different ways over the years and two distinct models have emerged as follows:

- A rotation model where a Regular Board meeting is held twice each year within each of the area high school videoconference centers
- A model where the Regular Board meeting convenes each month in the Board Meeting Room, in Marathon.

The rotation model has the Director, Chair of the Board and one other Trustee travel to the designated site. The benefits of this model are that the communities have access to members of the Board, school tours prior to the Regular Board meeting are possible, meeting with parent councils are possible and most importantly the students, staff and community highly value these visits. Another advantage to this model is that it allows trustees the ability to make their face to face meeting attendance requirements at two meetings close to their own community. Then, they need only travel to one other meeting away from their home community to satisfy the requirement to be physically present at three face-to-face meetings during the Regular Board meeting schedule set for the 12-month period.

The model where monthly meetings convene at the board office in Marathon enables board office staff and Trustees the opportunity to connect and develop a rapport. As well, a consistent locale for Regular Board meetings provides an opportunity, as some Trustees have noted, to develop a rapport with each other and promotes a more cohesive culture. The experience over this past year, is that a number of Trustees have travelled each month to participate in these Regular Board meetings.

Current Situation

Please note that apart from the suggested Regular Board meeting schedules presented below, there are Trustee professional development sessions scheduled twice a year in the fall and spring. These sessions allow for Trustees to be together in one location, face-to-face to plan, learn and problem solve together.

Following this paragraph, there are three suggested options for the Board might consider in setting the 2011 Regular Board Meeting Schedule. These options provide Trustees with information from which discussion can generate, but ultimately, it is the Board's prerogative to choose or create a schedule it believes is the most conducive to the work they do as Trustees for the Superior-Greenstone DSB system

Option No. 1: - Regular Board Meeting Rotation

Trustees would meet face-to-face four times per year on the third Friday of a month with the designated site being Board Meeting Room (Marathon). The Friday Regular Board meeting dates could include a Trustee Professional Development session from 8:30 a.m. to 12:00 noon, followed by a light lunch and then the Regular Board meeting at 1:00 p.m.

In this model, meetings would rotate into the communities on the third Monday in each of the other months. Trustees could meet with School Councils for lunch at approximately 12:00 p.m. and then proceed to school tours from 1:00 p.m. to 3:00 p.m., with the Regular Board Meeting to follow at 6:30 p.m. The typical itinerary for a Monday and a Friday Regular Board meeting would be as follows:

Monday, January 17, 2011	8:30 A - 12:00 P.	Trustee PD	Lake Superior HS
	12:00 P - 1:00 P.	Trustee Lunch	
	1:00 P	Regular Board Meeting	

Friday, February 18, 2011	12:00 P - 1:00 P	School Council Lunch	Marathon Board Room (SGBO)
	1:00 P - 3:00 P	School Tours	
	6:30 P	Regular Board Meeting	

The suggested rotation of the Regular Board meetings is:

Monday, January 17, 2011	(1:00p.m.) Lake Superior HS
Friday, February 18, 2011	(6:30 p.m.) Marathon Board Room
Monday, March 21, 2011	(1:00 p.m.) Manitouwadge HS
Monday, April 18, 2011	(1:00 p.m.) Geraldton Composite HS
Monday, May 16, 2011	(1:00 p.m.) Nipigon-Red Rock DHS
Monday, June 20, 2011	(1:00 p.m.) Lake Superior HS
Friday, July 22, 2011	(6:30 p.m.) Marathon Board Room <i>(Board's practice is to cancel over summer break)</i>
Friday, August 19, 2011	(6:30 p.m.) Marathon Board Room
Monday, September 19, 2011	(1:00 p.m.) Manitouwadge HS
Monday, October 17, 2011	(1:00 p.m.) Geraldton Composite HS
Monday, November 21, 2011	(1:00 p.m.) Nipigon-Red Rock DHS
Friday, December 2, 2011	Marathon Board Room <i>(Board's Organizational Meeting is past practice is to schedule this in early afternoon)</i>

Option No. 2: Regular Board Meeting Rotation

Trustees would meet on a rotation basis in various school communities on the third Monday of each month. With this model, lunch could be arranged with School Councils at approximately 12:00 p.m. with school tours to follow from 1:00 p.m. – 3:00 p.m. The Regular Board Meeting would begin at 6:30 p.m. on these dates. The typical itinerary for a Monday Regular Board meeting would be as follows:

Monday, January 17, 2011	8:30 A - 12:00 P.	Trustee PD	Lake Superior HS
	12:00 P - 1:00 P.	School Council Lunch	
	1:00 P - 3:00 P	School Tours	
	6:30 P	Regular Board Meeting	

<u>All meetings times: 6:30 p.m.</u>	
Monday, January 17, 2011	Lake Superior HS
Tuesday, February 22, 2011	Marathon Board Room <i>(Monday, February 21st is Family Day Statutory Holiday)</i>
Monday, March 21, 2011	Manitouwadge HS
Monday, April 18, 2011	Geraldton Composite HS
Monday, May 16, 2011	Nipigon-Red Rock DHS
Monday, June 20, 2011	Lake Superior HS
Monday, July 22, 2011	Marathon Board Room <i>(Board's practice is to cancel over summer break)</i>
Monday, August 15, 2011	Marathon Board Room
Monday, September 19, 2011	Manitouwadge HS
Monday, October 17, 2011	Geraldton Composite HS
Monday, November 21, 2011	Nipigon-Red Rock DHS
Monday, December 5, 2011	Marathon Board Room <i>(Board's Organizational Meeting past practice is to schedule this in early afternoon)</i>

Option No. 3: Non-Rotating

Trustees would meet in the Board Meeting Room (Marathon) on the third Monday of each month at 6:30 p.m.

All meetings times: 6:30 p.m.

Monday, January 17, 2011	Marathon Board Room
Tuesday, February 22, 2011	Marathon Board Room (<i>Monday, February 21st is Family Day Statutory Holiday</i>)
Monday, March 21, 2011	Marathon Board Room
Monday, April 18, 2011	Marathon Board Room
Monday, May 16, 2011	Marathon Board Room
Monday, June 20, 2011	Marathon Board Room
Monday, July 22, 2011	Marathon Board Room (<i>Board's practice is to cancel over summer break</i>)
Monday, August 15, 2011	Marathon Board Room
Monday, September 19, 2011	Marathon Board Room
Monday, October 17, 2011	Marathon Board Room
Monday, November 21, 2011	Marathon Board Room
Monday, December 5, 2011	Marathon Board Room (<i>Board's Organizational Meeting past practice is to schedule this in early afternoon</i>)

With this model, the fall and spring Trustee Professional Development Dates could include an opportunity in the morning to do school tours, and also plan for a lunch with the school councils in the area where the PD session is being held. The PD session for Trustees would follow in the afternoon.

Option No. 4: Regular Board Meeting Rotation

Trustees would meet on a rotation basis in various school communities on the third Monday of each month at 6:30 p.m. This option illustrates 12 regular monthly meetings being rotated evenly within our board; two meetings in each high school jurisdiction or board office. The Board's practice has been to cancel the July meeting which is usually scheduled to happen in Marathon. During a non-election year, that is, for the Annual Organizational Meeting of the Board, the left over meeting (December 2011) can be treated as follows:

(Excerpt from Board Procedural Bylaws)

- 3.2 *The Annual Organizational Meeting of the Board for the second, third and fourth years of a Board's term of office shall be held in the first seven (7) days in each succeeding December at the Board's Head Office, unless the Board otherwise directs.*

Given this, past practice has been that the December Annual Organizational Meeting was approved to be convened in whichever community the Chair resides in. This option gives each Trustee the opportunity to have two meetings per year in their own community. Each individual trustee can decide the location of the third meeting they would need to travel to. The Chair has to travel to all meetings; that is the rationale cited for the Annual Organizational meeting being held the Chair's community, (three out of the twelve meetings in Chair's jurisdiction, since 8 of 12 meetings, the Chair needs to travel). In this scenario, two Trustee Professional Development dates to be decided on at a later date.

All meeting times: 6:30 p.m.

Monday, January 17, 2011	Lake Superior HS
Tuesday, February 22, 2011	Marathon Board Room (<i>Monday, February 21st is Family Day Statutory Holiday</i>)
Monday, March 21, 2011	Manitouwadge HS
Monday, April 18, 2011	Geraldton Composite HS
Monday, May 16, 2011	Nipigon-Red Rock DHS
Monday, June 20, 2011	Lake Superior HS
Monday, July 22, 2011	Marathon Board Room (<i>Board's practice is to cancel over summer break</i>)
Monday, August 15, 2011	Marathon Board Room
Monday, September 19, 2011	Manitouwadge HS
Monday, October 17, 2011	Geraldton Composite HS
Monday, November 21, 2011	Nipigon-Red Rock DHS
Monday, December 5, 2011	<i>(Annual Organizational Meeting and Regular Board - community may be determined relative to locale that the Board Chair resides)</i>

Option No. 5: Regular Board Meeting Rotation

Trustees would meet on a rotation basis in various school communities on the third Monday of each month at 6:30 p.m. This option illustrates 12 Monthly Regular Board meetings being rotated evenly within the Board; two meetings in each high school jurisdiction or the Board Office. As explained in Option No. 4 above, the Annual Organizational Meeting may take place in the community in which the Board Chair resides.

Monday, January 17, 2011	(6:30 p.m.) Lake Superior HS
Tuesday, February 22, 2011	(6:30 p.m.) Marathon Board Room (Monday, February 21 st is Family Day Statutory Holiday)
Monday, March 21, 2011	(6:30 p.m.) Manitouwadge HS
Monday, April 18, 2011	(6:30 p.m.) Geraldton Composite HS
Friday, May 27, 2011	(3:00 p.m.) Nipigon-Red Rock DHS (see Thursday, Friday, Saturday Itinerary in paragraphs following this schedule)
Monday, June 20, 2011	(6:30 p.m.) Lake Superior HS
Monday, July 22, 2011	(6:30 p.m.) Marathon Board Room (Board's practice is to cancel over summer break)
Monday, August 15, 2011	(6:30 p.m.) Marathon Board Room
Friday, September 16, 2011	(3:00 p.m.) Manitouwadge HS
Monday, October 17, 2011	(6:30 p.m.) Geraldton Composite HS
Monday, November 21, 2011	(6:30 p.m.) Nipigon-Red Rock DHS
Monday, December 5, 2011	(6:30 p.m.) (Annual Organizational Meeting and Regular Board - community may be determined relative to locale that the Board Chair resides)

This option illustrates that in May and September the Regular Board Meeting would be scheduled at 3:00 p.m. on a Friday date within the month. Over the years, Regular Board meeting events have transpired on or about a date that falls within the third week of the month. The schedule above adheres to this practice, however it should be noted that the third Friday (May 20th) leads into the Victoria Day Statutory Holiday weekend, so the occasion of this Regular Board Meeting is moved to the fourth Friday in May. The suggested itinerary is as follows:

Thursday, May 26:

- Trustee meet for dinner in the community the Regular Board Meeting is set to take place,
- Trustees network that evening

Friday, May 27:

- School Tours (9:00 a.m. to 12:00 p.m.)
- Lunch with School Councils (12:00 p.m. to 1:00 p.m.) followed by
- Meeting with School Councils (1:00 p.m. to 2:30 p.m.)
- Regular Board Meeting (3:00 p.m.)
- Evening Time: Trustee Networking

Saturday, May 28:

- Trustee Professional Development

With this model, Trustees will not have to take so much time off of work because the twice yearly Trustee Professional Development would be combined with a Regular Board Meeting and this option also connects the Board of Trustee with the School Councils, a practice that we have gotten away from doing.

Administrative Recommendation

That, the Superior-Greenstone DSB approve the 2011 Regular Board Meetings schedule as outlined in Report No. 04 as:

Option No. 1:	<input type="checkbox"/>	Option No. 4:	<input type="checkbox"/>
Option No. 2:	<input type="checkbox"/>	Option No. 5:	<input type="checkbox"/>
Option No. 3:	<input type="checkbox"/>	Other:	<input type="checkbox"/>

Respectfully submitted by:

Patti Pella, Director of Education

SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD

Report No: 05

Date: December 3, 2010

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

FROM: Patti Pella, Director of Education

SUBJECT: 2009-2010 Legal Representation Report

Background

Superior-Greenstone District School Board Policy 713, Legal Representation Section 2.6 states that:
“The Director files a report in December on the year’s activities with respect to the use of legal firms.”

Current Situation

For the period of November 1, 2009 to October 31, 2010 the total expenditure for legal fees was \$65,471.41.

The services provided included, but were not limited to the following:

- Telephone discussions/emails and correspondence regarding specific legal issues
- Legal representation at Ontario Labour Relations Board
- Legal representation at Human Rights Tribunal
- Legal advice on insurance claim
- Legal advice on representation
- Legal advice on personal services contract
- Legal advice on the debenture placement
- Legal advice in professional development sessions for principals
- Draft legal letter for audit

Administrative Summary

That, Legal Representation Report is presented to the Board for information.

Respectfully submitted by,

Patti Pella
Director of Education

SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD

Report No: 07
November 15, 2010

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

FROM: David Tamblyn, Assistant to the Director

SUBJECT: Violence in the Workplace Committee on the Implementation of Bill 168

Background

Ontario Bill 168 Violence and Harassment in the Workplace is an act to amend the Occupational Health and Safety Act (OHSA) with respect to violence and harassment in the workplace. The Bill took effect June 15, 2010 and it requires boards to develop policies and procedures relevant to violence and harassment in the workplace, as it affects workers. Superior-Greenstone DSB has many good processes in place already that can be utilized including, Safe Schools, Health and Safety, Equity and Inclusive Education among others. What the Violence in the Workplace Committee has been assigned to do is to fill the gaps that exist in our policies based upon what risks we know are not covered.

Current Situation

The first task of the committee is to prepare and post a policy on workplace violence and harassment and include procedures to follow in reporting risks. Earlier this fall the committee sent out a survey to assess the risk of workplace violence. The purpose of this risk assessment was to identify those things, situations, processes, etc., that may cause harm to our employees. After identification is made, our role as the employer is to evaluate how likely and how severe the risk is, and then decide what measures should be in place to effectively prevent or control the harm from happening. The aim of the risk assessment process is to remove a hazard, or reduce the level of its risk by adding precautions or control measures, as necessary. In so doing a safer and healthier workplace will be created. With the survey results, the task of the committee is to implement a Workplace Violence Prevention Program specifically capturing reporting and investigation in the workplace.

The committee is pleased to report that the results of the survey indicate that the overwhelming majority of our employees feel safe in the facilities operated by Superior-Greenstone DSB. Of the 114 staff members who responded to the survey, 90 were female, 22 were male and 2 were unknown gender. In response to the question, "*Generally do you feel safe where you work?*" there were 111 who responded, yes. Although the committee was pleased with the results for this particular question there were other areas of concern which will need to be addressed in order to reduce the level of risk.

One such concern was the inherent risk involved for employees who indicated that they work alone. These individuals would primarily consist of our custodial staff working evenings, or early in the morning. The task of reducing this particular risk is relatively easy. Some of the suggestions included equipping the individual with a cell phone, or having them regularly checking in with a spouse, or a family member.

Where the committee foresees some difficulty is around some of the other issues. For instance in response to the question, "*Have you ever been the victim, or target of a violent incident in the workplace?*" there were 44 individuals who indicated that they had been a victim; many of whom had experienced this on more than one occasion. More often than not, these incidents of violence involved students making inappropriate verbal comments, sometimes with threats of violence and in some cases using physical force. In situations such as these, reducing the level of risk becomes a real challenge.

One of the difficulties for the Violence in the Workplace committee is the idea that a student could be identified as being a hazard. After all, we entered into the education field with the understanding that there would be occasions where, for whatever reason, a student may become aggressive, defiant or verbally abusive and steps would have to be taken to ensure the safety of the student and those around him/her. But, never did we envision a day where an individual could refuse to work with a student because of the risk of workplace violence. Bill 168 has introduced amendments to the Occupational Health and Safety Act such as the work refusal provisions which specifically grant a worker the right to refuse work if the workplace violence is likely to endanger him or herself. The education sector at present is not exempt from this provision; however the Education Act does require that teachers must put the safety of their students first. Nevertheless, this has huge implications for our organization. If we consider the number of educational assistants we have who work with students.

Bringing our organization into compliance with the legislation is proving to be a large undertaking as there are many elements to Bill 168. For example, not only are we responsible for developing a policy to protect our employees against violence and harassment in the workplace, but we must also take steps to protect against domestic violence. As the employer our obligation extends to assessing risks of domestic violence that would likely result in physical injury and that may occur in the workplace. There is now a higher level of responsibility on employers following tragic events involving domestic violence in the workplace. Bill 168 requires employers and supervisors to provide information including personal information to a worker about a person with a violent history, particularly if the worker could be expected to encounter this person during work and there is a risk of violence. There is no guidance as to what constitutes violent history however it is clear protection is critical. This presents the potential of legal issues around confidentiality.

Although the committee is committed to bringing SGDSB into compliance with the legislation we felt that it was important that the Board understand the far-reaching implications of this legislation.

Administrative Summary

The Violence in the Workplace Committee on the Implementation of Bill 168 is presented to the Board for information.

Respectfully submitted by:

David Tamblyn
Assistant to the Director

SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD

Report No: 08

Date: December 3, 2010

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

FROM: Barbara Draper, Coordinator of Human Resource Services

SUBJECT: Personnel Report – December 3, 2010

The Personnel Report for December 2010 is presented to the Board for information.

<i>I TEACHING STAFF</i>

1. **LEAVES OF ABSENCE**

Please contact the Human Resources Department for all personnel inquiries.

2. **OTHER**
Occasional Teaching Assignments

<i>II SUPPORT STAFF</i>

1. **RESIGNATIONS**

2. **OTHER**
Temporary Assignments

○

Barbara Draper
Coordinator of Human Resource Services
Reference: Regular Board Meeting December 3, 2010