

## SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD



**Our Mission:** "Inspiring our students to succeed and make a difference"  
**Our Vision:** "We are leaders in providing quality learning experiences in our small school communities"  
**Our Values:** "Caring, Fairness, Empathy, Responsibility, Honesty, Resilience, Respect, Perseverance and Innovation"  
**Our Motto:** "Small schools make a difference"

### Videoconference Site Locations

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

### Regular Board Meeting 2014/02

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, January 27, 2014

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

**Board Chair:** P. McRae

**Director:** David Tamblyn

VC Sites: GCHS / LSHS / MNHS / NRHS

Teleconference Moderator: RM. Joannette

PART I: Committee of Whole Board

Section (A) In-Camera: :- (closed to public): 6:31 p.m.

PART II: Regular Board Meeting

Section (B) :- (open to public) 6:45 p.m.

PART III: Committee of Whole Board (2<sup>nd</sup> In-Camera Event IF Required)

Section (C) In-Camera :- (closed to public): 8:28 p.m.

### Attendance

<u>Trustees</u>	Attendance: On-site (OS); Teleconference (TC); Videoconference (VC); Absent (A); Regrets (R)										
	OS	TC	VC	A	R	OS	TC	VC	A	R	
Bartlett, Bette <i>excused @ 8:27P</i>		X				Keenan, Darlene					X
Brown, Cindy	X					Mannisto, Mark		X			
Figliomeni, Kim	X					McRae, Pauline (Pinky)	X				
First Nation (Vacant)						Simonaitis, Fred					X
Fisher, Matthew	X					Visintin, Maria (Student)		X			

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

**1.0 Roll Call**

Chairperson P. McRae conducted roll call at 6:30 p.m. Members were present as noted in above matrix.

PART I: *Committee of the Whole Board*

*Section (A) In-Camera: – (closed to public) 6:31 p.m.*

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

*(Attached)*

2.1 Agenda: Committee of the Whole Board - Closed  
**20/14**

*Moved by: Trustee C. Brown*

*Second: Trustee M. Mannisto*

✓ **That**, the Superior-Greenstone DSB go into a Committee of the Whole Board Section A (Closed Session) at 6:31 p.m. and that this portion be closed to the public.

Carried

2.2 Rise and Report from Closed Session  
**21/14**

*Moved by: Trustee K. Figliomeni*

*Second: Trustee C. Brown*

✓ **That**, the Superior-Greenstone DSB rise and report from the Committee of the Whole Board Section A (Closed Session) at 6:43 p.m. and that this portion be open to the public.

Carried

PART II: *Regular Board Meeting*

*Section (B): – (open to public): 6:45 p.m.*

**3.0 Regular Meeting Call to Order**  
**22/14**

*Moved by: Trustee K. Figliomeni*

*Second: Trustee M. Fisher*

✓ **That**, the Superior-Greenstone DSB Regular Board Meeting on Monday, January 27, 2014 be called to order at 6:45 p.m.

Carried

**4.0 Report of the Committee of the Whole Closed Section A**

4.1 **23/14**

*Moved by: Trustee M. Fisher*

*Second: Trustee C. Brown*

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

1. Annual Organizational-Regular Board Meeting 2014-01 – December 9, 2013

Carried

**5.0 Approval of Agenda**

Board Chair P. McRae sought approval to amend the agenda to provide an opportunity for the Delegation from Marathon High School to present its report ahead of the Board Agenda Sections 6.0 through 9.0.

**24/14**

*Moved by: Trustee C. Brown*

*Second: Trustee M. Fisher*

✓ **That**, the agenda for the Superior-Greenstone DSB 2014/021 Regular Board Meeting, Monday, January 27, 2014 be accepted and approved as amended to have Agenda Item 10.0 Delegations and Presentations follow immediately after this section, i.e., Agenda Item 5.0.

Carried

## **6.0 Delegations and/or Presentations**

- 6.1 Excellence in Education: Marathon High School: Opening Pathways –Inclusive Education  
Acting Principal Jennifer Oussoren along with Vice-principal Debbie McDougall and English Teacher Dwayne Oldford provided a comprehensive report about the novel approach that is being taken in the school to engage students and parents. The presentation focused on the measures being used to open education pathways and provide for inclusive education. An e-mail database has been developed which includes about 85% of all parents email addresses and electronic contact is being maintained with all parents with regard to student's progress. This measure appears to be working well to keep parents in the loop regarding their child's progress. As well, there have been changes made to the parent/teacher interview times to later in the evening which accommodates many more working parents who often could not leave their workplaces to meet earlier in the day. There is also a concerted effort being made in the area of inclusive education, specifically regarding understanding of the Aboriginal cultural. Students have of their own accord taken up a project to paint a mural in the school to depict many elements of Aboriginal cultural, the difficult history of the era of residential schools and the stereotypes often associated with the Aboriginal history. Students have embraced the project and the sense of community established between the Marathon High School students and the Elders from the area First Nation Communities was described as an awesome development. It was also reported that plans are underway for the development of a Cultural Room to be installed in the school. The project is moving ahead because of the school's successful grant application to the Thunder Bay District Health Unit Tobacco Free Campaign.
- 6.2 Update: Student Trustee  
6.2.1 Student Senate Meeting: January 17, 2014  
Maria Visintin provided a brief overview of the Student Senate Meeting held in January. She notes that the student group continues to seek an opportunity to do at least one face to face meeting. A date set earlier this month was not conducive to most of the student group.

## **7.0 Disclosures of Interest re: Open Session**

There were no disclosures at this time.

## **8.0 Minutes: Board Meetings and Board Committee Meetings**

- 8.1 **25/14**  
*Moved by: Trustee M. Fisher*   *Second: Trustee M. Mannisto*  
**✓ That**, the minutes of the following Board meetings be adopted:  
1. Annual Organizational-Regular Board Meeting 2014-01 – December 9, 2013   *Carried*

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

- 9.1 Board Audit Committee  
9.1.1 No. 06: Report of the Audit Committee – January 13, 2014  
Audit Committee Chair Mark Mannisto reported a productive meeting noting that several reportable items are to be addressed later in this meeting.
- 9.2 Board Policy Review Committee  
Next meeting is February 4, 2014
- 9.3 Native Education Advisory Committee  
A full day meeting was held earlier this month. With the facilitation of Rachel Mishenene, the group has embarked on the process of compiling a Community Cultural Handbook, which will be specific to the First Nation groups with whom Superior-Greenstone DSB has long been associated.

- 9.4 Occupational Health and Safety Committee  
A meeting on January 15, 2014 included discussion about the committee's terms of reference and possible changes to the committee structure to include a couple extra people.
- 9.5 Parent Involvement Committee  
The next meeting is on February 12, 2014.
- 9.6 Special Education Advisory Committee  
The next meeting is on February 11, 2014.
- 9.7 Transportation Committee  
No report.

**10.0 Business Arising Out of the Minutes**

- 10.1 December 9, 2014: Item 9.0 Appointments of Statutory Committees  
Board Chair P. McRae informed the group, that Trustee F. Simonaitis has sent regrets for the meeting however, he has advised that as required he is amenable to continuing his service on the committees upon which he served in the 2013 Board year.

- 10.1.1 2014 Parental Involvement Committee
  - 1. Mark Mannisto ..... Appointee
  - 2. Kim Figliomeni ..... Alternate Appointee

- 10.1.2 2014 Supervised Alternative Learning (SAL) Committee
  - 1. Cindy Brown ..... Appointee
  - 2. Matt Fisher ..... Alternate Appointee

- 10.2 December 9, 2014: Item 10.0 Appointments of Standing Committees

- 10.2.1 2014 Occupational Health and Safety Committee
  - 1. Matt Fisher ..... Appointee
  - 2. Mark Mannisto ..... Appointee
  - 3. Fred Simonaitis ..... Alternate Appointee

- 10.2.2 2014 Native Education Advisory Committee (NEAC)
  - 1. Fred Simonaitis ..... Appointee
  - 2. Bette Bartlett ..... Appointee
  - 3. Cindy Brown ..... Alternate Appointee

**26/14**

*Moved by: Trustee M. Mannisto                      Second: Trustee C. Brown*

**✓ That,** *the Superior-Greenstone DSB defer the appointment for the First Nation Representative seat as Chair and member of NEAC until such time as the First Nation Representative vacancy on the Board has been filled, and that, until such time, an acting chair shall be named at each forthcoming NEAC Meeting in 2014 as required.*

Carried

- 10.2.3 2014 Board Discipline Committee
  - 1. Cindy Brown ..... Appointee
  - 2. Matt Fisher ..... Appointee
  - 3. Kim Figliomeni ..... Appointee
  - 4. Mark Mannisto ..... Appointee
  - 5. Fred Simonaitis ..... Appointee

- 10.2.4 2014 Transportation Committee
1. Fred Simonaitis.....Appointee
  2. Mark Mannisto .....Appointee
  3. Kim Figliomeni .....Alternate Appointee

10.3 December 9, 2013: Item 21.0: Observer Comments  
 Director D. Tamblyn advised that he was reporting back on the presentation by Rick Miron of Greenstone wherein he requested consideration for the project entitled Drag Race Challenge. The Ontario School Board Insurance Exchange OSBIE was contacted with the information and it cannot endorse the project. The liability issue is high risk and it does not recommend the project for schools and students.

**11.0 Reports of the Business / Negotiations Committee** *(Business /Negotiations Chair: F. Simonaitis)*

*Superintendent of Business: C. Tsubouchi*

11.1 Report No. 07: 2013-2014 Interim Report No. 1  
 Manager of Accounting Services provided a brief overview of this report.

11.2 Report No. 08: 2013-2014 Internal Review Proposal  
 Manager of Accounting Services Dianne Williams reported that as per Board policy the Internal Review is conducted each year on a rotational basis. Selected schools undergo an audit for enrolment, inventory, invoice processing, cash handling and school funds. Audits are scheduled this year at the Schreiber and Terrace Bay Public Schools as well as at the Lake Superior High School. The audit review will be presented to the Board Audit Committee in June

**27/14**

*Moved by: Trustee K. Figliomeni*

*Second: Trustee M. Fisher*

**✓ That, the Superior-Greenstone DSB having received Report No. 08: 2013-2014 Internal Review Proposal approves the report as presented.**

Carried

11.3 Report No. 09: 2012/2013 Financial Statements  
 D. Williams reported that the Audit Committee having met on January 13, 2014 has recommended approval of the financial statements. She provided highlights of the salient issues noting the background for the transfers of reserves being recommended.

**28/14**

*Moved by: Trustee M. Mannisto*

*Second: Trustee C. Brown*

**✓ That, the Superior-Greenstone DSB having received Report No. 09: 2012-2013 Financial Statements accepts the audited Financial Statements and makes the following transfer:**

**From Winning Teams/Championship Fund      \$13,223.00**

Carried

Superintendent of Business Cathy Tsubouchi provided a brief explanation of the particular issues associated with the terms "Total Unavailable for Compliance" as found on Schedule 5 Detail of Accumulated Surplus (Deficit)

11.4 Report No. 10: Report on Investments  
 C. Tsubouchi advised that this report is in keeping with the Education Act and is reviewed annually by the Board Audit Committee. As a component of the Board's Financial Statement as reviewed at the January 13, 2014 Board Audit Committee, it does now recommend approval by the Committee of the Whole Board.

**29/14**

Moved by: Trustee M. Mannisto

Second: Trustee K. Figliomeni

✓ **That**, the Superior-Greenstone DSB having received Report No. 10: Report on Investments approves the Treasurer Report on Investments at August 31, 2013, as per the attached.

Carried

11.5 Report No. 11

Board Estimate Process for 2014-2015

(Attached – C. Tsubouchi)

C. Tsubouchi reported that the budget process for next year is set to focus on the board's strategic priorities. She noted that the same format for staffing proposals this year as last, that is the elementary and secondary staffing would be provided two weeks in advance at Special Board Meetings to provide adequate review time for the Board prior to final approvals. Timelines set would see the budget submission completed by June 2014.

**30/14**

Moved by: Trustee M. Fisher

Second: Trustee M. Mannisto

✓ **That**, the Superior-Greenstone DSB having received Report No. 11: Board Estimate Process for 2014-2015 accepts the report as presented.

Carried

**12.0 Reports of the Director of Education**

*Director of Education: David Tamblyn*

12.1 December 9, 2014: Item 28.1- Trustee Vacancy: Terrace Bay/Schreiber Ward  
Amend Resolution 17/14

Due to oversight of this Agenda Item 10.0 Business Arising, Board Chair P. McRae addressed this issue out of sequence at this time.

**31/14**

Moved by: Trustee M. Fisher

Second: Trustee C. Brown

✓ **That**, the Superior-Greenstone DSB amend Resolution 17/14 to read that the Board accepts the resignation of Trustee A. Santerre, effective December 9, 2013, with regret.

Carried

12.2 Report No. 12: Temporary Vice-Principal Staffing at Manitouwadge High School

Director D. Tamblyn reported that after several months of monitoring the twin school model put in place last September for the Manitouwadge Public School and Manitouwadge High School, senior administration believes this locale merits some adaptation. The change would see a temporary vice-principal installed at the Manitouwadge High School until the end of June 2014.

**32/14**

Moved by: Trustee K. Figliomeni

Second: Trustee C. Brown

✓ **That**, the Superior-Greenstone DSB having received Report No. 12 Temporary Vice-Principal Staffing at Manitouwadge High School approves the temporary appointment of a Vice-Principal at Manitouwadge High School until the end of June 2014.

Carried

12.3 Report No. 13: Director's Report – January 2014

D. Tamblyn provided a brief highlight of his report.

### **13.0 Reports of the Education Committee**

*(Education Chair: Matt Fisher)*

*Superintendent of Education: Nancy Petrick*

#### **13.1 Report No. 14: Update: Continuing Expansion of Dual Credit Programs for 2013-14, and Applications for 2014-15**

Student Success Lead Barbara Willcocks provided a comprehensive review of her report explaining how the Dual Credit Programs are delivered as team-taught models with equal floor time by both the high school and the college instructors. The Dual Credit Program is realizing phenomenal success rates. Currently, there is movement through the Northern Ontario Education Leaders to expand the number of dual credits to be offered in high schools in concert with Confederation College.

#### **13.2 Report No. 15: Transformation in the Early Years – Year-One**

School Effectiveness Lead Nicole Morden-Cormier provided an overview of this report providing information about how our system schools are preparing to welcome and meet the needs of the youngest students entering school buildings. She notes that with the Ontario Early Years Policy Framework vision is for children from birth to age six to have the best possible start in life.

### **14.0 Reports from Human Resources**

*Board Chair: Pinky McRae*

#### **14.1 Report No. 16: Personnel – January 27, 2014**

This report was presented for information with specific inquiries regarding staff addressed during the in-camera, closed section.

### **15.0 New Business**

*(P. McRae)*

#### **15.1 Board Chair**

##### **15.1.1 Correspondence: Resignation of Trustee D. Keenan**

*(Attached)*

P. McRae read out the letter of resignation as received from Trustee Darlene Keenan. P. McRae offered her sincere thanks to D. Keenan for her 13 years of service and wished her the best for her transition into her military career. The Board carried the following motion to deal with the vacancy created.

##### **33/14**

*Moved by: Trustee C. Brown                      Second: Trustee K. Figliomeni*

**✓ That, the Superior-Greystone DSB accept the resignation of Trustee Darlene Keenan, effective January 27, 2014 with regret, and**

*That, the Board post the Manitouwadge Ward Trustee vacancy in the local Manitouwadge newspaper (The Echo) for two weeks to acquire expressions of interest from local citizens to fill the vacancy by Board appointment, and*

*That, should local recruitment be unsuccessful, the Board then post the Manitouwadge Ward vacancy board wide, if required.*

*Carried*

##### **15.1.2 Trustee Appointment to Replace Audit Committee Member**

P. McRae in advised that with the resignation of D. Keenan from the Board, a vacancy exists on the Board Audit Committee as three trustees are required on that statutory committee.

Trustee Kim Figliomeni agreed to take on this appointment and fill the vacancy.

15.1.3 Trustee Appointment to Replace SEAC (Alternate)

P. McRae in advised that with the resignation of D. Keenan from the Board, there is now a vacancy on the Board SEAC Committee.

Trustee Kim Figliomeni agreed to take on this appointment and fill the vacancy, while Trustee Mark Mannisto is appointed to SEAC as the Trustee Alternate.

15.1.4 Recruitment to Replace SEAC Community Representative

This development will be addressed at the next SEAC meeting.

15.1.5 Update re Trustee Professional Development – Board Bylaw Review

P. McRae reported briefly on the professional development held on January 10-11, 2014 with respect to the Board Bylaws. Content and applicability were examined closely with a mind toward refining sections to be reflective and succinct as the rules governing Board conduct at meetings. The next task is to meet with the project facilitator to review proposed revisions and compile a penultimate draft. P. McRae noted that it would be appropriate at this time to have this PD event continue under the umbrella of a formal Board Bylaw Review Committee to see the project through to fruition.

**34/14**

Moved by: Trustee C. Brown                      Second: Trustee K. Figliomeni

✓ **That**, as a result of holding the Trustee Professional Development event on January 10 and 11, 2014, that the Superior-Greenstone DSB create an Ad Hoc Board Bylaw Review Committee to be composed of all members of the Board and that this committee report back to the Committee of the Whole Board on April 28, 2014 with its recommendations.

Carried

15.2 Trustees' Reports: Constituent Concerns

No Report

15.3 Future Board Meeting Agenda Items

Nil

15.4 Miscellaneous

Nil

**16.0 Notice of Motion**

Nil

**17.0 Trustee Associations and Other Boards**

17.1 OPSBA

17.1.1 Correspondence re Endorsement for Charter of Commitment re FNMI Education

Trustee M. Mannisto advised that this is an information gathering effort as OPSBA is attempting to consolidate boards' input regarding the work being done as relates to addressing FNMI inclusive education environments. He noted that information such as was presented earlier at this meeting, i.e., Marathon High School cultural awareness is the indicative of what OPSBA is seeking to confirm. This issue will be revisited at the February board meeting so that SGDSB might compile a response that Trustee Mannisto can deliver to OPSBA in time for the Annual General Meeting set for June 2014.

**18.0 Observer Comments**

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



**19.0 Committee of the Whole Board** (In-Camera Closed)19.1 Agenda: Committee of the Whole Board - Closed**35/14**

Moved by: Trustee K. Figliomeni

Second: Trustee M. Fisher

✓ **That**, the Superior-Greenstone DSB go into a Committee of the Whole Board Section C (Closed Session) at 8:28 p.m. and that this portion be closed to the public.

Carried19.2 Rise and Report from Closed Session**36/14**

Moved by: Trustee K. Figliomeni

Second: Trustee M. Mannisto

✓ **That**, the Superior-Greenstone DSB rise and report from the Committee of the Whole Board Section C (Closed Session) at 8:38 p.m. and that this portion be open to the public.

Carried**20.0 Report of the Committee of the Whole Closed Section C****37/14**

Moved by: Trustee C. Brown

Second: Trustee M. Fisher

✓ **That**, the Superior-Greenstone DSB Committee of the Whole, In-Camera Section C (Closed) Reports be received, and specifically:

*That, the Superior-Greenstone DSB accepts the resignation of Patricia Pella, Director of Education effective August 4, 2014 with regret.*

Carried**21.0 Adjournment****38/14**

Moved by: Trustee K. Figliomeni

Second: Trustee M. Fisher

✓ **That**, the Superior-Greenstone DSB 2014/02 Regular Board Meeting, Monday, January 27, 2014 adjourn at 8:44 p.m.

Carried**2014 - Board Meeting Schedule**

All meetings convened at Superior-Greenstone DSB Meeting Room, Marathon, ON (6:30 p.m.)

Monday, February 24	Monday, August 25
Monday, March 24	Monday, September 22
Monday, April 28	Monday, October 27
Monday, May 26 <i>Face-to-Face, Marathon</i>	Monday, November 17
Monday, June 23 <i>Face-to-Face, Marathon</i>	Friday, December 5: <i>Inaugural Face-to-Face At Marathon Board Office (Time @ 11:00 a.m.)</i>
Monday, July 21	

**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

**Regular Board Meeting 2014/02**

Committee of the Whole Board: Closed Session.

Monday, January 27, 2014

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

**A G E N D A**

**Board Chair:** P. McRae

VC Sites: GCHS / LSHS / MNHS / NRHS

**Director:** David Tamblyn

Teleconference Moderator: RM. Joannette

PART I: Committee of Whole Board – Closed

Section (B): In-Camera 6:31 p.m.

- 1.0 Disclosure of Interest: re Closed Session (P. McRae)
- 2.0 Approve Agenda: Committee of the Whole In-Camera (Closed) (P. McRae)
- 3.0 Personnel Report: (Trustee Queries re Personnel Report No. 16) B. Draper
  - 3.1 Information Technology Coordinator Vacancy
- 4.0 In-Camera (closed) Meeting Minutes
  - 1. Annual Organizational-Regular Board Meeting 2014-01 – December 9, 2013 (Attached)

PART III: Committee of the Whole Board

Section (C) In-Camera: – (closed to public) 8:28 p.m.

- 5.0 P. Pella Contract