

SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD

Board Meeting No.-1/2004

MINUTES

Electronic Meeting

Face-to-Face

Organizational Meeting (*Public Session*) \ Committee of Whole Board (*Public Session*)
Committee of Whole Board (*Closed Session*) \ Regular Board & Committee Appointments (*Public Session*)

Friday, December 5, 2003

Location: Superior-Greenstone DSB – Board Room, Marathon, Ontario

Board Chair: Bette Bartlett (see notes re acclamation)

Director: H. Wilson-Boast

Part I:	Inauguration & Election of Board Chair & Vice Chair (<i>Public Session</i>)	11:10 a.m.
Part II:	Committee of the Whole (<i>Public Session</i>)	11:14 a.m.
Part III:	Lunch Break	11:50 a.m.
Part IV:	Committee of the Whole (<i>Closed Session</i>)	12:35 p.m.
Part V:	Organizational (Board Committee Appointments) & Regular Board (<i>Public Session</i>)	12:52 p.m.

Attending Trustees' (Elect)

OS: On-Site / TC: Teleconference / VC: Video Conference

Aylward Les (OS) Mannisto, Mark (OS)
Bartlett, Bette (OS) Notwell, Kathryn (OS)
Champagne, Guy(OS) Sparrow, Julie (OS)
Keenan, Darlene(OS) Turner, Jim (OS)
Ray, Dean, Student Trustee (*OS-joined at 11:10 a.m.*)

Attending Board Administrators:

H. Wilson-Boast, Director of Education W. Chiupka, Manager (Plant Services)
B. Rousseau, Superintendent (Business) B. Draper, Coordinator (Human Resources)
P. Pella, Superintendent (Education) (*Absent*) B. Ross, Coordinator (Information Technology)
J. Robart, Assistant to Superintendent (Education) RM. Joannette, Transportation Officer/ Administrative Assistant
C. Tsubouchi, Manager (Accounting)

Part I: Inauguration & Election of Board Chair & Vice Chair (Public Session) 11:10 a.m.

1.0 Welcome and Introductions

Heather Wilson-Boast, Director of Education called the unconstituted Board to order at 11:10 a.m. As per the Education Act, Section 208 (4) she presided over the meeting until the election of the Board Chair. After welcoming all attending, she noted the 2003 Municipal Election results as Certified by the Municipal Election Clerk as follows:

Bette Bartlett: Elected – Ward (Nipigon)
Darlene Keenan: Acclaimed – Ward (Manitouwadge)
Guy Champagne: Acclaimed – Ward (Marathon)
Julie Sparrow: Acclaimed – Ward (Marathon)
Jim Turner: Elected – Ward (Greenstone)
Mark Mannisto: Elected – Ward (Greenstone)
Kathryn Notwell: Elected – Ward (Terrace Bay / Schreiber)
Les Aylward: Acclaimed – Ward (Red Rock / Dorion / Hurkett)

2.0 Trustees' Declaration and Oath of Office

As invited by the Director of Education, the trustees'-elect recited the declaration and oath of office in unison and affixed signatures to documents.

3.0 Roll Call

H. Wilson-Boast conducted roll call and attendance was recorded as per the "Attending Trustees' noted above.

4.0 Declaration of Legally Constituted Board

H. Wilson-Boast declared the board legally constituted.

5.0 Naming of Two Scrutineers

H. Wilson-Boast appointed Superintendent of Business, Bruce Rousseau and Manager of Accounting Service, Cathy Tsubouchi as scrutineers for the board of trustee's elections.

6.0 Election: Board Chair for 2004

6.1 Board Chair: Call for Nominations

H. Wilson-Boast called nominations. Trustee Les Aylward nominated Bette Bartlett. B. Bartlett let her name stand. After third call and hearing no further nominations from the floor, B. Bartlett was acclaimed as Chair of the Board for 2004.

7.0 Year 2004: Elected Chair Assumes Seat

B. Bartlett assumed the Chair and extended thanks for her nomination and support. She presided over the remainder of the Meeting.

8.0 Election: Board Vice-Chair for 2004

8.1 Board Vice-Chair: Call for Nominations

B. Bartlett called nominations. Trustee Les Aylward nominated Guy Champagne. G. Champagne let his name stand. After third call and hearing no further nominations from the floor, G. Champagne was acclaimed as Vice-Chair of the Board for 2004.

Part II: Committee of the Whole (*Public Session*)

11:14 a.m.

9.0 Committee of the Whole (Open Session)

01/04

Moved By: G. Champagne

Seconded By: Trustee K. Notwell

4 That, the Superior-Greenstone DSB go into a Committee of the Whole Board (Open Session) at

11:14 a.m., and that this portion be open to the public.

Carried

9.1 Trustee Orientation to Administrative Departments and Managers

The Board Chair, B. Bartlett invited the Director of Education to address the Board of Trustees to give an overview of the operations and function of the various board office departments. At the conclusion of her address, the Director called on each attending department manager to review (maximum five-minutes) board department functions. The following managers presented.

- a) Bruce Rousseau, Superintendent of Business
- b) Cathy Tsubouchi, Manager of Accounting Services
- c) Wayne Chiupka, Manager of Plant Service
- d) Barb Draper, Coordinator of Human Resources
- e) Brad Ross, Coordinator of Information Technology
- f) Rose-Marie Joannette, Transportation Manager/ Administrative Assistant

02/04

Moved By: Trustee K. Notwell

Seconded By: Trustee M. Mannisto

4 That, the Superior-Greenstone DSB rise and report from the Committee of the Whole Board (Open Session) at 11:50 a.m.

Carried

Part III: Lunch Break (*Location - Staff Room*)

11:50 a.m.

Note: Board Chair, B. Bartlett invited Board of Trustees to take a lunch break. The recess commenced at 11:50 a.m. and concluded at 12:35 p.m.

Part IV: Committee of the Whole (*Closed Session*)

12:35 p.m.

10.0 Committee of the Whole Board (Closed Session)

10.1 Disclosure of Conflict of Interest: re Closed Session
There were no disclosures.

10.2 Agenda: Committee of the Whole Board (Closed Session)

(*Electronic Attachment*)

03/04

Moved By: Trustee J. Sparrow

Seconded By: Trustee J. Turner

4 That, the Superior-Greenstone DSB go into a Committee of the Whole Board (In-Camera Session) at 12:35 p.m. and that this portion be closed to the public.

Carried

04/04

Moved By: Trustee D. Keenan

Seconded By: Trustee K. Notwell

4 That, the Superior-Greenstone DSB come out of a Committee of the Whole Board (In-Camera) at 12:52 p.m., and that this portion be open to the public.

Carried

Part V: Organizational (Board Committee Appointments) & Regular Board (*Public Session*)

12:52 p.m.

11.0 Organizational / Regular Board Meeting Call to Order and Approval of In-Camera Report

05/04

Moved By: Trustee J. Sparrow

Seconded By: Trustee J. Turner

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

Carried

12.0 Approval of Agenda

B. Bartlett advised that this agenda item affords the appropriate time within the Board Meeting structure for them to request additional items for discussion at the current Board meeting.

06/04

Moved By: Trustee J. Sparrow

Seconded By: Trustee D. Keenan

4 That, the agenda for the Superior-Greenstone DSB Organizational and Regular Board Meeting #1/2004 be accepted and approved as amended with the following addition:

- *Addition of Nomination for Business Committee Chair under Section 15.0*
- *Addition of two Items under Section 21.7 Good News Glances*
- *Addition of Residential Education Strategy under Section 23.0: Reports of the Business Committee*
- *Addition of OPSBA Director's Report under Section 28.0: Trustee Associations and Other*

Carried

13.0 Disclosure of Conflict of Interest re: Open Session

There were no disclosures. B. Bartlett noted that Trustees may at any time through the board meeting decide to declare a conflict if they personally deem it appropriate given matters under discussion. Their excusal would be permitted for the duration of the pertinent discussion.

14.0 Election: Standing Committee Chair

14.1 Chair: Education Committee-Call for Nominations

B. Bartlett called nominations. Trustee, Darlene Keenan nominated Kathryn Notwell for Education Chair. K. Notwell let her name stand. After third call and hearing no further nomination from the floor, K Notwell was acclaimed to the position.

14.2 Chair: Business Committee-Call for Nominations

B. Bartlett called nominations. Trustee, Kathryn Notwell nominated Les Aylward for Business Chair. L. Aylward let his name stand. After third call and hearing no further nomination from the floor, L. Aylward was acclaimed to the position.

15.0 Appointments of Statutory Committees

15.1 Special Education Advisory Committee

The following trustees were appointed to SEAC:

Darlene Keenan	Appointee
Mark Mannisto	Appointee
Kathryn Notwell	Alternate Appointee

One position for alternate trustee appointment on SEAC remains vacant.

15.2 Occupational Health and Safety Committee

The following trustees were appointed to the Occupational Health and Safety Committee:

Darlene Keenan	Appointee
Jim Turner	Appointee
Guy Champagne	Alternate Appointee

15.3 Student Alternative Learning Experience Program (SALEP) Committee

In accordance with the Education Act, a SALEP Committee is established on an as-needed basis. When required, a SALEP Committee is composed of the following:

- a) A Local Trustee

- b) A Community Representative
- c) The Director of Education or the Superintendent of Education

16.0 Appointments of Ad Hoc Committees

16.1 Transportation Committee

The following trustees were appointed to the Transportation Committee:

Mark Mannisto	Appointee
Julie Sparrow	Appointee
Les Aylward	Alternate Appointee

17.0 Appointments of Standing Committees

17.1 Board Suspension Appeal Committee

The following trustees were appointed to the Suspension Appeal Committee:

Darlene Keenan
 Julie Sparrow
 Jim Turner
 Kathryn Notwell
 Les Aylward

17.2 Board Expulsion Hearing Committee

The following trustees were appointed to the Suspension Appeal Committee:

Darlene Keenan
 Julie Sparrow
 Jim Turner
 Mark Mannisto
 Les Aylward

18.0 Minutes

18.1 Standing Committees

No Report

18.2 Board Meetings

18.2.1 Regular Board – November 17, 2003

07/04

Moved By: Trustee G. Champagne

Seconded By: Trustee K. Notwell

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

- No.: 11/2003 Regular Board Meeting – November 17, 2003

Carried

18.3 Statutory Committees

18.3.1 SEAC Meetings

SEAC Meeting - November 12, 2003

08/04

Moved By: Trustee D. Keenan

Seconded By: Trustee M. Mannisto

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

- SEAC: November 12, 2003

Carried

18.4 Ad Hoc Committees
No Report

19.0 Business Arising Out of the Minutes

There was no business arising from the minutes.

20.0 Delegations and Presentations

There were no delegations or presentations.

21.0 Reports of the Director of Education

21.1 Report No.: 01:SEAC Appointments

09/04

Moved By: Trustee D. Keenan

Seconded By: Trustee L. Aylward

4 That, the Superior-Greenstone DSB receive Report No.: 01 – SEAC Appointments as presented.

Carried

Applications and/or resumes were in receipt from each of five candidates considered by the Board.

10/04

Moved By: Trustee K. Notwell

Seconded By: Trustee L. Aylward

4 That, the Superior-Greenstone DSB appoint the following individuals to the Special Education Advisory Committee for the period of December 1, 2003 to November 30, 2006:

- **Nancy Hitzroth** of Marathon, Ontario (Parent Representative)
- **Lorne Morrow** of Red Rock, Ontario (Parent Representative)
- **Kerri-Lynne Cornish** of Marathon, Ontario (Member at Large)
- **Lisette Belair** of Marathon, Ontario (Easter Seal Society Representative)
- **Lisa Ellacott** of Geraldton, Ontario (Superior Greenstone Association for Community Living Representative)

Carried

21.2 Report No.: 02: 2004 Proposed Board Meeting Dates

11/04

Moved By: Trustee J. Sparrow

Seconded By: Trustee L. Aylward

4 That, the Superior-Greenstone DSB receives Report No.: 02-2004 Proposed Board Meeting Dates as presented.

Carried

12/04

Moved By: Trustee L. Aylward

Seconded By: Trustee G. Champagne

4 That, the Superior-Greenstone DSB approve the Board Meeting Dates as outlined in Report No. 02.

Carried

Regular Board Meeting date for 2004 are scheduled as follows:

Electronic (Videoconference): Committee of the Whole (6:30 p.m.) / Regular Board (7:00 p.m.)
Monday, January 19th / Monday, February 16th / Monday, March 29th / Monday, May 17th
Monday, July 19th / Monday, August 30th / Monday, October 18th / Monday, November 15th

Face-to-Face Meeting: Committee of the Whole (11:00 a.m.) / Regular Board (11:30 a.m.)

Held at the Board Administration Office-Marathon

Friday, April 16th / Friday, June 18th / Friday, September 17th / Friday, December 3rd

21.3 Report No.: 03: Draft 2004-2005 School Year Calendar

13/04

Moved By: Trustee D. Keenan

Seconded By: Trustee G. Champagne

4 That, the Superior-Greenstone DSB receive Report No.: 03- Draft 2004-2005 School Year Calendar as presented for information.

Carried

14/04

Moved By: Trustee J. Turner

Seconded By: Trustee M. Mannisto

4 That, the Superior-Greenstone DSB authorize Administration to circulate the Draft 2004-2005 School Year Calendar as presented for further consultation with its stakeholder groups.

Carried

H. Wilson-Boast explained that final board approval would be requested in March 2004 after consultation with stakeholder groups. The final draft is required at the Ministry by May 1, 2004.

21.4 Report No.: 04: Draft- Trustee Code of Ethics Policy

15/04

Moved By: Trustee K. Notwell

Seconded By: Trustee G. Champagne

4 That, the Superior-Greenstone DSB receive Report No.: 04- Draft, Trustee Code of Ethics for information and that Administration be authorized to circulate the document to school councils for comment.

Carried

H. Wilson-Boast reported that a committee established within the former board of trustees developed the draft Trustee Code of Ethics and suggested its deferral to the new board for final approval. The former board advised that system school councils be enlisted to review the draft policy and offer feedback to the new board of trustees before being adopted into policy.

21.5 2002-2003-Director's Annual Report

The current Director's Annual Report approved in September 2003 was distributed and reviewed by H. Wilson-Boast. The report is also available on the Board website at www.sgdsb.on.ca.

21.6 Update: Trustee Training Seminar

H. Wilson-Boast reported that a new Trustee Training Seminar sponsored cooperatively by the Ministry of Education and the Ontario Public School Boards' Association (OPSBA) was scheduled in Thunder Bay at the Travelodge Airline on December 11, 2003. All new and incumbent trustees on the Board were encouraged to attend. Trustees were reminded of that additional orientation would also be available through OPSBA at its Annual Public Education Symposium to be held in January 2004. Other tentative plans to familiarize trustees with the system included school tours and networking with school councils and their chairs in the respective communities.

21.7 Good News Glances

21.7.1 Lake Superior HS: Congratulation were extended to students whose effort, under the coordination of Teacher Stacy Wallwin helped raise about \$3,300 at Halloween in the Trick or Treat for the Humane Society fundraiser.

21.7.2 Boosting Literacy Skills: The ministry has announced \$112 million in additional funding to boost literacy and numeracy skills of Ontario students. Approximately \$15,000 in funding has been allocated to this board and is designed to assist students who may face extra educational challenges that could result from coming being a member from within a low-income, single-parent or recently immigrated family.

22.0 Reports of the Education Committee

(Education Chair: TBA)

Superintendent of Education: P. Pella

No Report

23.0 Reports of the Business Committee

Superintendent of Business: B. Rousseau

23.1 Rural Education Strategy Funding

B. Rousseau briefly reviewed this recently announced Ministry funding, explaining that the it is a reformulation of the Small Rural Northern Schools grant that annually has been a grant made available to our Board by virtue of its small and mostly rural configuration. Calculations under the new formula provides approximately \$1.7 more funding to this board as all schools in our system qualify to mostly the full degree of funding being made available.

24.0 Matters for Decision

Board Chair: B. Bartlett

24.1 Report No.: 05: Personnel-December 5, 2003

16/04

Moved By: Trustee J. Turner

Seconded By: Trustee G. Champagne

4 That, the Superior-Greenstone DSB receive Report No. 05: Personnel-December 5, 2003 as presented.

Carried

17/04

Moved By: Trustee D. Keenan

Seconded By: Trustee K. Notwell

4 That, the Superior-Greenstone DSB approve the recommendations in Report No. 05: Personnel-December 5, 2003 as presented.

Carried

25.0 Deferred Matters

There were no deferred matters.

26.0 New Business

26.1 Chair

B. Bartlett reiterated her thanks for the support for her nomination as Board Chair.

26.2 Correspondence

No correspondence

26.3 Student Trustee Update

Student Trustee, Dean Ray reported that four of five area high schools have begun Christmas Food Drives. Various events focusing on school spirit are underway at schools in celebration for Christmas. A "Twelve Days of Christmas" event starts this week at Marathon High School. Christmas concerts, pep rallies and a pancake day are among the many other events schools have planned. College application sessions have begun at Nipigon-Red Rock DHS. The first sports day of the season is planned with Manitouwadge HS hosting Marathon HS on December 17.

26.4 Future Board Meeting Agenda Items

- 26.4.1 Trustee, D. Keenan provided a brief report on the OPSBA Director's Meeting she attended on November 28-29, 2004. On behalf of OPSBA and for future discussion, she distributed OPSBA's Draft Paper on Good Governance. Feedback from trustees will be taken at the next Board Meeting.

27.0 Notices of Motion

There were no notices of motion.

28.0 Trustee Associations and Other Boards

28.1 OPSBA

28.1.1 Trustee Appointments as OPSBA Delegates

B. Bartlett called for nominations. Trustee, Guy Champagne nominated Bette Bartlett. B. Bartlett let her name stand for nomination. Trustee Julie Sparrow nominated Darlene Keenan who also accepted the nomination. A ballot was called for to affect the appointment. B. Bartlett vacated the Chair for the duration of this activity. Vice Chair, G. Champagne assumed the chair.

B. Bartlett and D. Keenan in this order addressed the Board before the ballot. Scrutineers for the ballot process were Bruce Rousseau and Cathy Tsubouchi. The first round of balloting resulted in a tie vote. In second round ballot, Trustee D. Keenan was elected as the OPSBA Delegate.

18/04

Moved By: Trustee J. Turner

Seconded By: Trustee M. Mannisto

4 That, the ballots from the election of the OPSBA Director be destroyed.

Carried

G. Champagne called nominations for Alternate OPSBA Delegate. Trustee D. Keenan nominated B. Bartlett. She let her name stand. After third call and hearing no further nominations from the floor, B. Bartlett was acclaimed as Alternate OPSBA Delegate.

G. Champagne vacated the chair's seat and B. Bartlett resumed as Chair for the duration of the Board Meeting.

19/04

Moved By: Trustee G. Champagne *Seconded By: Trustee L. Aylward*

4 That, the Superior-Greenstone DSB appoint the following two trustees as OPSBA Director and Alternate (respectively), to serve concurrently as the OPSBA Director and Alternate for the period, December 2003 to May 2005:

1. OPSBA Delegate: Darlene Keenan
2. Alternate OPSBA Delegate: Bette Bartlett

Carried

28.2 Other Boards

No Report

29.0 Information and Miscellaneous

Nil

30.0 Observer Comments

No comments

31.0 Adjournment

20/04

Moved By: Trustee G. Champagne

Seconded By: Trustee L. Aylward

4 **That**, the Superior-Greenstone DSB Organizational and Regular Board Meeting #1/2004 adjourn at 2:12 p.m.

Carried

2004: Future Board Meetings

Electronic (videoconference) Meetings held on Mondays

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

January 19th February 16th March 29th May 17th
July 19th August 30th October 18th November 15th

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

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

April 16th June 18th September 17th December 3rd

SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD

Board Meeting No.-1/2004

T O P I C S

Electronic Meeting

Face-to-Face

Friday, December 5, 2003

Location: Superior-Greenstone DSB – Board Room, Marathon, Ontario

Board Chair: Bette Bartlett (see notes re acclamation)

Director: H. Wilson-Boast

PART IV: *Committee of the Whole Board (Closed) Session 1*

(This portion closed to public)-(12:35 p.m.)

1.0 Personnel

2.0 Property Matter: LSS

2.1 Report No. 01-IC - December 5, 2003

3.0 Litigation

3.1 File 3330-019

Inauguration / Committee of the Whole Board / Regular Board Meeting # 1/ 2004

Friday, December 5, 2003

M I N U T E S

APPROVED THIS _____ DAY OF _____, 2004

SECRETARY

CHAIR