

**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 2016/09****A G E N D A**

Monday, August 22, 2016 – 6:30 p.m.

Designated Site: Marathon Board Office, 12 Hemlo Drive, Marathon, ON

**Board Chair:** P. McRae

**Director:** David Tamblyn

VC Sites: GCHS / LSHS / MNHS / NRHS

Recorder: RM. Joannette

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

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

**1.0 Roll Call**

<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
Audia-Gagnon, Mia (Student)						McIntyre, Margaret					
Figliomeni, Kim						McRae, Pauline (Pinky)					
Groulx, Michael						Pelletier, Allison					
MacGregor, Aaron						Sabourin, Stanley					
Mannisto, Mark						Vacant - Nipigon Ward					

<b><u>Board Administrators</u></b>	Attendance: On-site (OS); Teleconference (TC); Videoconference (VC); Absent (A); Regrets (R)				
	OS	TC	VC	A	R
Tamblyn, David: <i>Director of Education</i>					
Tsubouchi, Cathy: <i>Superintendent of Business</i>					
Morden-Cormier, Nicole: <i>Superintendent of Education</i>					
Charles Bishop: <i>Assistant to the Director</i>					
Williams, Dianne: <i>Manager of Accounting Services</i>					
Chiupka, Wayne: <i>Manager of Plant Services/Transportation</i>					
Demers, Linda: <i>Coordinator of Business Services</i>					
Paris, Marc: <i>Coordinator of Plant Services</i>					
Lucas, Jay: <i>Coordinator of Information Technology Services</i>					
Joannette, Rose-Marie: <i>Administrative Assistant to Director</i>					

PART I: Regular Board Meeting

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

**2.0 Regular Meeting Call to Order**

✓ *That*, the Superior-Greenstone DSB Regular Board Meeting on Monday, August 22, 2016 be called to order at \_\_\_\_\_ p.m.

**3.0 Approval of Agenda**

✓ *That*, the agenda for the Superior-Greenstone DSB 2016/09 Regular Board Meeting, August 22, 2016 be accepted and approved.

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

**5.0 Minutes: Board Meetings and Board Committee Meetings**

5.1 Board Meetings

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

1. Regular Board Meeting 2016/08: July 18, 2016

(Attached)

**6.0 Business Arising Out of the Minutes**

**7.0 Delegations and/or Presentations**

**8.0 Reports and Matters for Decision**

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

Nil

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

Superintendent of Business: C. Tsubouchi  
Business /Negotiations Chair: Mark Mannisto

9.1 Report No. 45  
2016-2017 Budget Update

(Attached – C. Tsubouchi)

9.2 Report No. 46  
2015-2016 Interim Report No. 3

(Attached – C. Tsubouchi)

9.3 Borrowing Bylaw 138

(Attached – D. Williams)

✓ *That*, the Superior-Greenstone DSB approves  
Bylaw No. 138 being a bylaw to authorize the borrowing  
of up to three million and thirty thousand dollars (\$3,030,000.00)

**10.0 Reports of the Director of Education**

Director of Education: David Tamblyn

- 10.1 Report No. 47  
Director's Monthly Report- August 2016

(Attached – D. Tamblyn)

**11.0 Reports of the Education Committee**

Superintendent of Education: N. Morden-Cormier  
Charles Bishop: Assistant to Director  
Education Chair: Mark Mannisto

- 11.1 Report No. 48  
Behaviour Management Systems: Supporting Student Attendance Project

(Attached – Melissa Bianco)

**12.0 New Business**

Board Chair: P. McRae

- 12.1 Board Chair  
12.2 Trustee Associations and Other Boards  
12.3 Future Board Meeting Agenda Items

**13.0 Notice of Motion**

**14.0 Observer Comments**

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

PART II: Committee of the Whole Board

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

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

(Attached)

- 15.1 Agenda: Committee of the Whole Board – Closed

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

- 15.2 Rise and Report from Closed Session

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

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

- 16.1 ✓ *That, the Superior-Greenstone DSB Committee of  
the Whole, In-Camera Section B (Closed) Reports be adopted  
including the confidential minutes from the meeting held as:  
1. Regular Board 2016/08: July 18, 2016*

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

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

- *(list motions here which may apply)*

**17.0 Adjournment**

✓ *That, the Superior-Greenstone DSB 2016/09 Regular Board Meeting, Monday, August 22, 2016 adjourn at \_\_\_\_\_, p.m.*

<b><u>2016 - Board Meetings</u></b>	
<i>Designate Site: Marathon Board Meeting Room / Time 6:30 p.m.</i>	
Monday, September 26	Monday, November 21
Monday, October 17	Monday, December 5 (1:00 p.m.)

**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

**Regular Board Meeting 2016/09**

Committee of the Whole Board: Closed Session.

Monday, August 22, 2016

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

**A G E N D A**

**Board Chair:** *P. McRae*

**Director:** *David Tamblyn*

VC Sites: *GCHS / LSHS / MNHS / NRHS*

*Recorder: RM. Joanne*

PART II: Committee of Whole Board – Closed

*Section (B): In-Camera TBD.*

- 1.0 Disclosure of Interest: re Closed Session *(P. McRae)*
- 2.0 Approve Agenda: Committee of the Whole In-Camera (Closed) *(P. McRae)*
- 3.0 Update: Negotiations *(C. Tsubouchi)*
- 4.0 Trustee Attendance *(P. McRae)*
- 5.0 In-Camera (closed) Meeting Minutes
  1. Regular Board Meeting 2016-08: July 18, 2016 *(Attached - P. McRae)*

**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

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 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 2016/08****MINUTES**

Monday, July 18, 2016 – 6:30 p.m.

Designated Site: Marathon Board Office, 12 Hemlo Drive, Marathon, ON

**Board Chair:** P. McRae

**Director Designate:** Cathy Tsubouchi

VC Sites: GCHS / LSHS / MNHS / NRHS

Recorder: RM. Joannette

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

Section (A): – (open to public): 6:32 p.m.  
 Section (B) In-Camera: – (closed to public) 7:05 p.m.

**1.0 Roll Call**

<b><u>Trustees</u></b>	Attendance: On-site (OS); Teleconference (TC); Videoconference (VC); Absent (A); Regrets (R)										
	OS	TC	VC	A	R		OS	TC	VC	A	R
Figliomeni, Kim		X				McRae, Pauline (Pinky)	X				
Groulx, Michael		X				Pelletier, Allison		X			
MacGregor, Aaron		X				Sabourin, Stanley	X				
Mannisto, Mark		X				Zeleny, Olivia (Student)					X
McIntyre, Margaret	X					Vacant - Nipigon Ward					

<b><u>Board Administrators</u></b>	Attendance Mode: On-site (OS); Teleconference (TC); Videoconference (VC); Absent (A); Regrets (R)				
	OS	TC	VC	A	R
Tamblyn, David: <i>Director of Education</i>		X			
Tsubouchi, Cathy: <i>Superintendent of Business</i>	X				
Morden-Cormier, Nicole: <i>Superintendent of Education</i>		X			
Eddy, Suzanne: <i>Assistant to the Director</i>				X	
Williams, Dianne: <i>Manager of Accounting Services</i>					X
Chiupka, Wayne: <i>Manager of Plant Services/Transportation</i>					X
Demers, Linda: <i>Coordinator of Business Services</i>					X
Paris, Marc: <i>Coordinator of Plant Services</i>					X
Lucas, Jay: <i>Coordinator of Information Technology Services</i>					X
Joannette, Rose-Marie: <i>Administrative Assistant to Director</i>	X				

**PART I: Regular Board Meeting**

Section (A): – (open to public): 6:32 p.m.

**2.0 Regular Meeting Call to Order****89/16**

Moved by: Trustee M. McIntyre

Second: Trustee K. Figliomeni

✓ **That**, the Superior-Greenstone DSB Regular Board Meeting on Monday, July 18, 2016 be called to order at 6:32p.m.

Carried**3.0 Approval of Agenda****90/16**

Moved by: Trustee M. Mannisto

Second: Trustee A. MacGregor

✓ **That**, the agenda for the Superior-Greenstone DSB 2016/08 Regular Board Meeting, July 18, 2016 as amended to add Item 10.1 Broader Public Sector Accountability Act be accepted and approved.

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

There were no disclosures of interest offered at this time.

**5.0 Minutes: Board Meetings and Board Committee Meetings****5.1 91/16**

Moved by: Trustee M. McIntyre

Second: Trustee K. Figliomeni

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

1. Regular Board Meeting 2016/07: June 20, 2016

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

Nil

**7.0 Delegations and/or Presentations**

Nil

**8.0 Reports and Matters for Decision****8.1 Board Committee Reports: (Statutory / Standing / Ad Hoc)**

Nil

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

Superintendent of Business: C. Tsubouchi  
Business /Negotiations Chair: Mark Mannisto

**9.1 Report No. 44: Board Estimate 2016-2017**

Superintendent of Business Cathy Tsubouchi provided a comprehensive overview of this report. She noted that the 2016-2017 Estimates is pending ministry approval because there is a

projected in-year deficit of \$528,659. She explained the circumstances of this one-time only event, adding that because it is slightly higher than the ministry allowable in-year deficit provisions, the ministry must provide its approval for the board to offset this amount from accumulated surplus.

**92/16**

Moved by: Trustee S. Sabourin

Second: Trustee A. MacGregor

✓ **That**, the Superior-Greenstone DSB having received Report No.44: Board Estimates for 2016/2017 adopts the Estimates for the 2016/2017 school year as presented, pending approval from the Ministry.

Carried

**10.0 Reports of the Director of Education**

Director of Education: David Tamblyn

**10.1 Broader Public Sector Accountability Act**

Director D. Tamblyn reported that the Ministry of Education has confirmed in a letter dated July 15, 2016 that Superior-Greenstone DSB is in compliance with the ministry directives regarding director compensation packages. Phase 2 of the ministry's examination will involve superintendent of education compensation.

**11.0 Reports of the Education Committee**

Superintendent of Education: N. Morden-Cormier

Suzanne Eddy: Assistant to Director

Education Chair: Mark Mannisto

Nil

**12.0 New Business**

Board Chair: P. McRae

**12.1 Board Chair**

**12.1.1 Resignation: Matt Fisher (Nipigon Ward)**

Board Chair P. McRae advised that on June 21, 2016, Matt Fisher (Nipigon Ward Trustee) submitted a letter of resignation due to the fact that he is relocating out of SGDSB jurisdiction. A notice to fill the vacancy by Board appointment will be advertised in the local community newspaper. On behalf of the Board, P. McRae extended thanks to Mr. Fisher for his commitment and dedication as a board member over the past years.

**93/16**

Moved by: Trustee K. Figliomeni Second: Trustee M. McIntyre

✓ **That**, the Superior-Greenstone DSB accept the resignation of Trustee Matt Fisher, (Nipigon Ward) effective June 21, 2016 with regret, and

*That, the Board advertise the Trustee vacancy for the Nipigon Ward in the local community newspaper (Nipigon-Red Rock Gazette) for two weeks to acquire expressions of interest from local citizens in order to fill the vacancy by Board appointment, and*

*That, should local recruitment be unsuccessful, the Board directs that the Nipigon Ward vacancy be advertised in local newspapers, board-wide.*

Carried



12.1.2 Correspondence12.1.2.1. June 22, 2016 Peel DSB to Minister M. Hunter12.1.2.2 June 22, 2016 Peel DSB to EQAO

P. McRae advised letters from Peel DSB were shared for information, the first being one to Minister Hunter urging the ministry to include computer coding as a learning component in the curriculum from kindergarten through grade 12. The second letter to EQAO requests its reconsideration for applying a “zero” mark for Syrian, or other refugees exempted from testing. The zero marks applied to the Peel DSB EQAO assessment is not an accurate reflection of overall student performance.

12.2 Trustee Associations and Other Boards

Nil

12.3 Future Board Meeting Agenda Items

Nil

**13.0 Notice of Motion**

Nil

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

Nil

PART II: Committee of the Whole Board

Section (B) In-Camera: – (closed to public) 7:05 p.m.

**15.0 Committee of the Whole Board** *(In-Camera Closed)*15.1 Agenda: Committee of the Whole Board – Closed**94/16***Moved by: Trustee M. McIntyre**Second: Trustee K. Figliomeni*

✓ **That**, the Superior-Greenstone DSB go into a Committee of the Whole Board Section B (Closed Session) at 7:05 p.m. and that this portion be closed to the public.

Carried15.2 Rise and Report from Closed Session**95/16***Moved by: Trustee M. Mannisto**Second: Trustee S. Sabourin*

✓ **That**, the Superior-Greenstone DSB rise and report from the Committee of the Whole Board Section B (Closed Session) at 7:17 p.m. and that this portion be open to the public.

Carried**16.0 Report of the Committee of the Whole Closed Section B**16.1 Recommendations from Committee of the Whole Closed Session

Nil

**17.0 Adjournment****96/16***Moved by: Trustee K. Figliomeni**Second: Trustee M. Mannisto*

✓ **That**, the Superior-Greenstone DSB 2016/08 Regular Board Meeting, Monday, July 18, 2016 adjourn at 7:17 p.m.

*Carried*

<b><u>2016 - Board Meetings</u></b>	
<i>Designate Site: Marathon Board Meeting Room / Time 6:30 p.m.</i>	
Monday, August 22	Monday, October 17
Monday, September 26	Monday, November 21
Monday, December 5 (1:00 p.m.)	

**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

**Regular Board Meeting 2016/08**

Committee of the Whole Board: Closed Session.

Monday, July 18, 2016

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

**T O P I C S**

**Board Chair:** *P. McRae*

**Director Designate:** *Cathy Tsubouchi*

VC Sites: *GCHS / LSHS / MNHS / NRHS*

Recorder: *RM Joannette*

PART II: Committee of Whole Board – Closed

Section (B): *In-Camera 7:05 p.m.*

- 1.0 Disclosure of Interest: re Closed Session
- 2.0 Approve Agenda: Committee of the Whole In-Camera (Closed)
- 3.0 Correspondence: July 5, 2016 Parent Concern

**Regular Board Meeting 2016-08**

Monday, July 18, 2016

**M I N U T E S**

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016

\_\_\_\_\_  
SECRETARY

\_\_\_\_\_  
CHAIR

**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

**Report No:** 45  
**Date:** August 22, 2016

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

**FROM:** Cathy Tsubouchi, Superintendent of Business

**SUBJECT:** 2016/2017 Budget Update

**STRATEGIC  
PRIORITY:** Student Achievement & Well-being, Responsible Stewardship of Resources  
and Building Relationships

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**Background**

On July 18, 2016, the 2016/17 Estimates were approved pending approval of our deficit by the Ministry.

**Current Situation**

On August 4, 2016, we received approval from the Ministry to offset our 2016/17 projected in-year deficit of \$528,659 from accumulated surplus.

**Administrative Summary**

That the report entitled, 2016/17 Budget Update is presented to the Board for information.

Respectfully submitted,

Cathy Tsubouchi  
Superintendent of Business

**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

**Report No:** 46  
**Date:** August 22, 2016

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

**FROM:** Cathy Tsubouchi, Superintendent of Business

**SUBJECT:** 2015/2016 Interim Report No. 3

**STRATEGIC  
PRIORITY:** Responsible Stewardship of Resources

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**Background**

As outlined in a Report to the Board in September 2015, the purpose of the interim financial reports is to provide management and the Board of Trustees with a clear understanding of the status of the current year's budget versus actual expenditures to date, and an outlook for the remainder of the year.

**Current Situation**

The attached report covers the period from September 1 to June 30, 2016 and is the third report for the 2015/2016 school year.

**Administrative Summary**

The report entitled, 2015/2016 Interim Report No. 3 is presented to the board for information.

Respectfully submitted,

Cathy Tsubouchi  
Superintendent of Business

SUPERIOR-GREENSTONE DSB  
2015-16 Interim Financial Report

For the Period Ending June 30, 2016

Summary of Financial Results

	Estimates	Forecast	In-Year Change	
			\$	%
<b>Revenue</b>				
Operating Grants	27,733,130	27,572,525	(160,605)	(0.6%)
Capital Grants	4,625,033	4,694,358	69,325	1.5%
Other	6,151,634	6,449,860	298,226	4.7%
<b>Total Revenue</b>	<b>38,509,797</b>	<b>38,716,743</b>	<b>206,946</b>	<b>0.5%</b>
<b>Expenditures</b>				
Classroom	25,402,294	25,550,995	148,701	0.6%
Other Operating	2,565,212	2,743,369	178,157	6.5%
Transportation	1,768,321	1,769,380	1,059	0.1%
Pupil Accomodation	8,092,884	8,104,274	11,390	0.1%
Other	470,014	470,014	-	0.0%
PSAB Adjustments	113,247	113,908	661	0.6%
<b>Total Expenditures</b>	<b>38,411,972</b>	<b>38,751,940</b>	<b>339,968</b>	<b>0.88%</b>
<b>In-Year Surplus (Deficit)</b>	<b>97,825</b>	<b>(35,197)</b>	<b>(133,022)</b>	<b>76.0%</b>
Prior Year Accumulated Surplus (Deficit)	2,990,510	4,288,993	-	0.0%
<b>Accumulated Surplus (Deficit) for Compliance</b>	<b>3,088,335</b>	<b>4,253,796</b>	<b>(133,022)</b>	<b>(3.2%)</b>

Note: Forecast based on year-to-date actuals up to June 30, 2016.

Changes in Revenue

- Grant decrease is largely due to reduced enrolment for first semester.
- Capital Grant increase in LG.
- Other revenue increase is recovery of salaries not included in estimate and revenue for Contract Settlement from Ministry

Change in Expenditures

- Other operating increased to include changes for staffing for Senior Administration.

Change in Surplus/Deficit

- For compliance purposes, we are projecting a deficit of \$35,197.

Risks & Recommendations

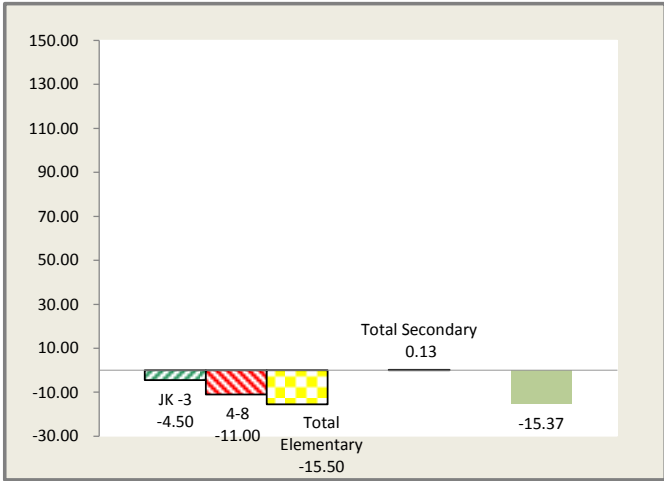
- Retirement payments are being funded from our current grants.

Summary of Enrolment

ADE	Estimates		Forecast		In-Year Change	
					#	%
Elementary						
JK -3	404.00	399.50	-	4.50	-1.1%	
4-8	379.00	368.00	-	11.00	-2.9%	
Total Elementary	783.00	767.50	-	15.50	-2.0%	
Secondary <21						
Pupils of the Board	616.00	625.00		9.00	1.5%	
Other Pupils	130.00	121.13	-	8.87	-6.8%	
Total Secondary	746.00	746.13		0.13	0.0%	
Total	1,529.00	1,513.63	-	15.37	-1.0%	

Note: Forecast will be based on March 31st count date

Changes in Enrolment: Budget v. Forecast



Highlights of Changes in Enrolment:

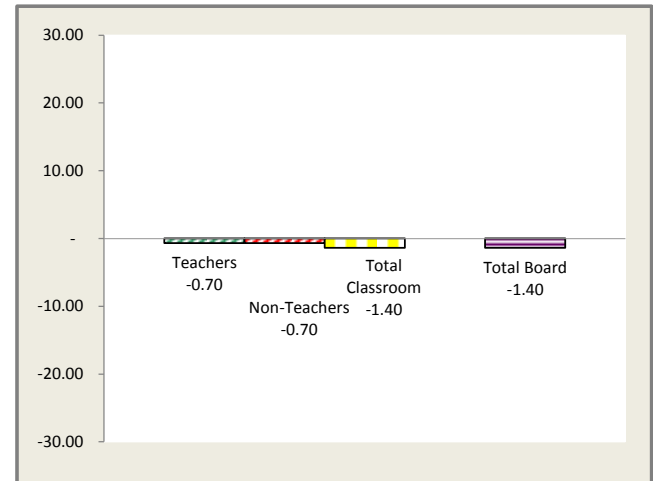
- Total board enrolment is down 15.37 ADE.

Summary of Staffing

FTE	Estimates	Forecast			
		In-Year Change			
				#	%
<b>Classroom</b>					
Teachers	136.7	136.0	-	0.70	-0.5%
Non-Teachers	126.2	125.5	-	0.70	-0.6%
<b>Total Classroom</b>	<b>262.9</b>	<b>261.5</b>	-	<b>1.40</b>	<b>-0.5%</b>
<b>Non-Classroom</b>	<b>64.9</b>	<b>64.9</b>	-		<b>0.0%</b>
<b>Total</b>	<b>327.8</b>	<b>326.4</b>	-	<b>1.40</b>	<b>-0.4%</b>

Note: Actual as of March 31, 2016.

Changes in Staffing: Budget v. Forecast



Highlights of Changes in Staffing:

- Classroom teachers down due to OYAP Lead being removed from teachers.
- Non-teachers is down .70 FTE due to various changes including reduction of Teacher Diagnostician and ECE; addition of SWST and some changes in EA's.

**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

**BY-LAW No. 138**

A By-Law to authorize the borrowing from time to time of three million and thirty thousand dollars (\$3,030,000.00).

**WHEREAS** the total amount of the estimated revenues of the Superior-Greenstone District School Board as set out in its 2016-17 Estimates, not including revenues derivable from the sale of assets, borrowings, or issues of debentures or from surplus is Thirty-Nine Million Eight Hundred Seventy-Two Thousand Nine Hundred Sixty Dollars (\$39,872,960).

**AND WHEREAS** the Superior-Greenstone District School Board deems it necessary to borrow up to the sum of Three Million and Thirty Thousand Dollars (\$3,030,000.00) to meet, until the current revenue has been received, its current expenditures as defined by the Education Act for the 2016-17 fiscal year and the debt charges of the Board in such year.

**NOW THEREFORE BE IT RESOLVED**

**THAT** the Secretary and Treasurer are hereby authorized to borrow on behalf of the Superior-Greenstone District School Board from TD Canada Trust from time to time by way of overdraft or promissory note or bankers' acceptance a sum or sums not exceeding at any one time Three Million and Thirty Thousand Dollars (\$3,030,000.00) and to give on behalf of the Board, to the said Bank a promissory note or notes signed by the Secretary, Treasurer and/or Manager of Accounting Services for the monies so borrowed with interest which rate shall be as notified by the Bank to the Treasurer from time to time.

**THAT** all sums borrowed pursuant to the authority of this resolution as well as all other sums borrowed in this year and in any previous year from the said bank for the aforesaid purposes shall, with interest thereon, be a charge upon the whole of the revenues of the Board for the current year and for all preceding years as and when such revenues are received.

**THAT** the Treasurer is hereby authorized and directed to apply in payment of all sums borrowed as aforesaid, together with interest thereon, all of the monies hereafter collected or received either on account or realized in respect of the taxes levied for the current year and preceding years, or from any other source, which may lawfully be applied for such purposes.

Read a First, Second and Third Time, this **22nd** day of **August, 2016**.

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Chair

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Secretary to the Board

**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

*"Inspiring our students to succeed and make a difference"*

**Report No: 47**

**Date:** August 22, 2016

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

**FROM:** David Tamblyn, Director of Education

**SUBJECT:** Director's Monthly Report – August 22, 2016

**STRATEGIC**

**PRIORITY:** Student Achievement, Building Relationships, Stewardship of Resources

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1. **Summer Learning Program**

The 2016 Summer Learning Program was once again successful at Superior-Greenstone District School Board. The program was offered in Geraldton, Marathon, and Terrace Bay from July 4th to July 22nd and it ran from 9:00 a.m. to 2:00 p.m. each day. Summer Learning focuses on increasing both literacy and numeracy skills in all participants from Senior Kindergarten to Grade 5. This year the focus was on parental engagement and First Nations, Metis and Inuit culture.

In Geraldton, 18 students participated in the program. These students increased both their literacy and numeracy skills through hands on tasks such as writing thank you letters, baking goodies, and writing their own adventure stories. Students were active in the community by visiting the local firefighters and police stations.

The Marathon program had 22 students enrolled. Parents received weekly newsletters that outlined various activities such as PowWow dancing and native drumming. The newsletter also contained literacy and numeracy strategies that could be used at home. One of the favourite activities was the "About Me" paper bag activity. Students brought home paper bags and parents helped them fill it with pictures and objects that described them.

Seventeen students took part in the Terrace Bay Summer Learning Program this July. There they worked on making Inference and Connections. Students had great fun incorporating math strategies into learning by building bridges and planting a garden.

All sites offered a Facebook page for parents to see what their children were doing each day. As well, this became a way to communicate with the teacher or the EA. This year the teachers also provided take home math games, which can be used throughout the summer. The goal of parental engagement was definitely met this year!

2. **SGDSB Annual Leadership Conference: Together, We Are Making A Difference**

The Superior-Greenstone District School Board's annual August Leadership Conference will, once again, focus on the enactment of the three priorities of our Strategic Plan; Building Relationships, Student Achievement and Well-Being, and the Responsible Stewardship of Resources. The theme of this year's conference is *"Together, we are making a difference"* as this will be the focus for all of our schools during the 2016-2017 academic year. The conference has expanded to three full days of learning; one full day will focus on the management aspect of the leaders' work, which will include presentations on Occupational Health and Safety, the budget, and Privacy and Information Management. The day concludes with an evening Golf Tournament and dinner, designed to increasingly build strong relationships.

Day two returns the focus to student success through an emphasis on Positive Behaviour Supports, including topics such as the revised Safe Schools Code of Conduct, the enhanced



Police Protocol, Progressive Discipline, and Restorative Practices (as we look at proactive ways to reduce suspensions in our schools). In addition, a new document to guide the development of all aspects of Emergency Plans will be shared to solicit feedback. That evening, the Ontario Principals' Council is kindly hosting a dinner for all participants.

Developing leadership in the instructional program will be emphasized in the final day of the conference as we continue to enhance our leadership in school improvement. Topics for this day include the Board and School Learning Plans for Student Achievement and Well-Being, developing a deeper understanding of trauma informed practices, enhancing our Annual Growth Plans based upon our summer reading, and becoming increasingly precise in the delivery of special education programs.

The final day will conclude with elementary and secondary specific breakout sessions whereby items specific to each panel will be discussed. While there are many learning goals that we hope to accomplish during this conference, of significance is the consistent messaging that this conference provides the platform for as this is one of the only opportunities for all leaders and managers to come together, and thus, all voices are heard collectively. Thus, the three full days exemplify how "Together, we are making a difference..."

### 3. **School Administration and System Leads**

The following is an updated list of school administrators and system leads;

<u>School</u>	<u>Administrator</u>
Nakina PS .....	Principal Chris Martin, Vice-Principal Michelle Keats
Marjorie Mills PS .....	Principal Chris Martin
B.A. Parker PS .....	Principal Al Luomala, Vice-Principal Kathleen Kennedy (Acting VP – Angela Miller)
Beardmore PS.....	Principal Al Luomala, Vice-Principal Shelley Gladu
Dorion PS.....	Principal Will Goodman
George O'Neill PS.....	Principal Kellie Wrigley
Red Rock PS.....	Principal Erica Cotton, Vice-Principal Hillary Freeburn
Schreiber PS .....	Principal Sara Curtis
Terrace Bay PS .....	Principal Sara Curtis
Margaret Twomey PS .....	Principal Debbie McDougal (Acting Cameron Craig)
Manitouwadge PS .....	Principal Annick Brewster, Vice Principal Jody Kuczynski
Geraldton HS .....	Principal Al Luomala
Nipigon Red Rock DHS.....	Principal Erica Cotton
Lake Superior HS.....	Principal Heidi Patterson
Marathon HS .....	Principal Jennifer Oussoren
Manitouwadge HS.....	Principal Annick Brewster

<u>System Leads</u>	<u>Responsibility</u>
Nicole Morden-Cormier, Superintendent of Education .....	Elementary Family of Schools, School Effectiveness, Early Years
Charlie Bishop, Assistant to the Director .....	Secondary Family of Schools, School Effectiveness
Suzanne Eddy .....	Student Success
Will Goodman.....	Special Education
Annick Brewster .....	French as a Second Language
Kathleen Schram .....	Numeracy
Hillary Freeburn.....	Early Years
Shelley Gladu .....	Board Leadership Development
Nicole Richmond, Aboriginal Liaison .....	Aboriginal Affairs
George Drazenovich .....	Mental Health
Melissa Bianco .....	Positive Behaviour Support Lead
Stacey Wallwin .....	Technology Enabled Learning

4. **Update on Summer 2016 Capital Work at Schools**

The Plant Department has been busy across the district this summer. These are just a few of the projects that are underway:

Manitouwadge HS – new wood gym floor installed

Marathon HS – roof replaced over 2nd floor classroom and library

Schreiber PS – boiler system replaced with new heating system

Nipigon-Red Rock HS – renovation to create new student success area

Dorion PS – entire shingled roof replaced

Nakina PS – renovation to create a welcoming entrance and revise the office, staffroom, washroom layout

5. **SGDSB Theme 2016-2017: *Together, We Are Making a Difference...in Our Schools, in Our Communities and in the World!***



“Making a difference” is a theme that is articulated in both our Superior-Greenstone District School Board’s Strategic Plan moto (Small School Make a Difference) and mission (Inspiring our students to succeed and make a difference). While it is clear that the goal of public education is to engage students to develop their academic learning, our district recognizes that we must also ensure that our students are global citizens who understand that their role in contributing to society is one of great importance. We recognize that this focus is an important part of our Board Learning Plan for Student Achievement and

Well-Being as we increasingly shift our classrooms and pedagogy towards a fully “student centered” approach. Foundational to this approach are the voices and interests of the students as they apply new knowledge to engage in solving real-world problems, thus provide the lens through which curriculum goals are achieved. This type of deep, authentic learning allows students to develop skills in critical thinking, innovation, creativity, collaboration, and truly fosters a positive learner mindset as the students begin to see that the knowledge and skills that they are developing truly do “make a difference”. Students see that their learning is important!

This type of learning is occurring in many classrooms across our school district. An example of this authentic problem-solving was the learning that occurred last year as students responded to the crisis in Fort McMurray. The students identified, planned and implemented many different strategies to raise money to support the residents of Fort McMurray, and thus authentically engaged in learning that involved media literacy, literacy, numeracy, collaboration, communication, etc. We are formalizing this theme for the 2016-2017 in order to draw increased attention to this work, as a means to spread and celebrate effective practices. Thus, schools, leaders and leads will be tasked with supporting all staff in the development of a deeper understanding of how this theme enhances learning, celebrating how SGDSB is enacting our motto and mission through social media and the media on a monthly basis (at both a school and system level), and truly helping our communities to understand how we are explicitly teaching and fostering our values of “Caring, Fairness, Empathy, Honesty, Responsibility, Resiliency, Respect, Perseverance and Innovation”. We have much positive work to celebrate and we know that, through the emphasis on this theme, our students and staff will continue to enhance the competencies necessary to be successful and our communities will increasingly celebrate the work that is occurring in our schools.

**Administrative Summary:**

The report entitled, Director’s Monthly Report – August 22, 2016 is presented to the board for information.

Respectfully submitted:

David Tamblyn  
Director of Education

**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD****Report No:** 48**Date:** August 22, 2016

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

**FROM:** Melissa Bianco, Positive Behaviour Support Lead

**SUBJECT:** Behaviour Management Systems: Supporting Student Attendance Project

**STRATEGIC  
PRIORITY:** Student Achievement and Well-Being

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**Background**

The Superior Greenstone District School Board recently certified 16 trainers in the Behaviour Management Systems (BMS) model of school wide support to promote positive student behaviour. BMS is a program written by educators for educators for use in schools, and emphasizes prevention (rather than control) of disruptive behaviour. The framework of BMS includes analysis of each of the ecological domains (Individual, Secondary, Community and Social) in order to guide meaningful and appropriate community, school, class, or individual student- wide interventions. We wanted to utilize the BMS teams and process in the context of a presenting issue facing students. Given the concerns with attendance, we decided that BMST would fit well within this context. We targeted four secondary schools and one elementary school in the school district. BMST emphasizes a four phased approach, and always within the context of a collaborative team, when addressing any specific problem. These phases are: 1) Define/Gather Information; 2) Analyze the data and make a plan; 3) Implement the plan; 4) Evaluate and review the plan following a period of time (BMS, 2014b). In the context of the BMS framework, we are hoping to have phase one completed in all schools by October of 2016 so that school specific plans can be made and implemented.

**Current Situation**

Phase 1 involved developing core teams who would be in the best position to define, collect, gather, and analyze attendance data. This data was collected and analyzed by a core team that included, but was not limited to the positive behaviour support lead, mental health lead, student success lead, school effectiveness framework lead, school principal, BMS resource staff, guidance counsellors, attendance counsellors, and special education teachers in each of the schools. We worked with a total of 16 staff in four schools. We scheduled meetings with a view to determine clear definitions of excused and unexcused absences, skips versus whole day absences, frequency of absences from last year.

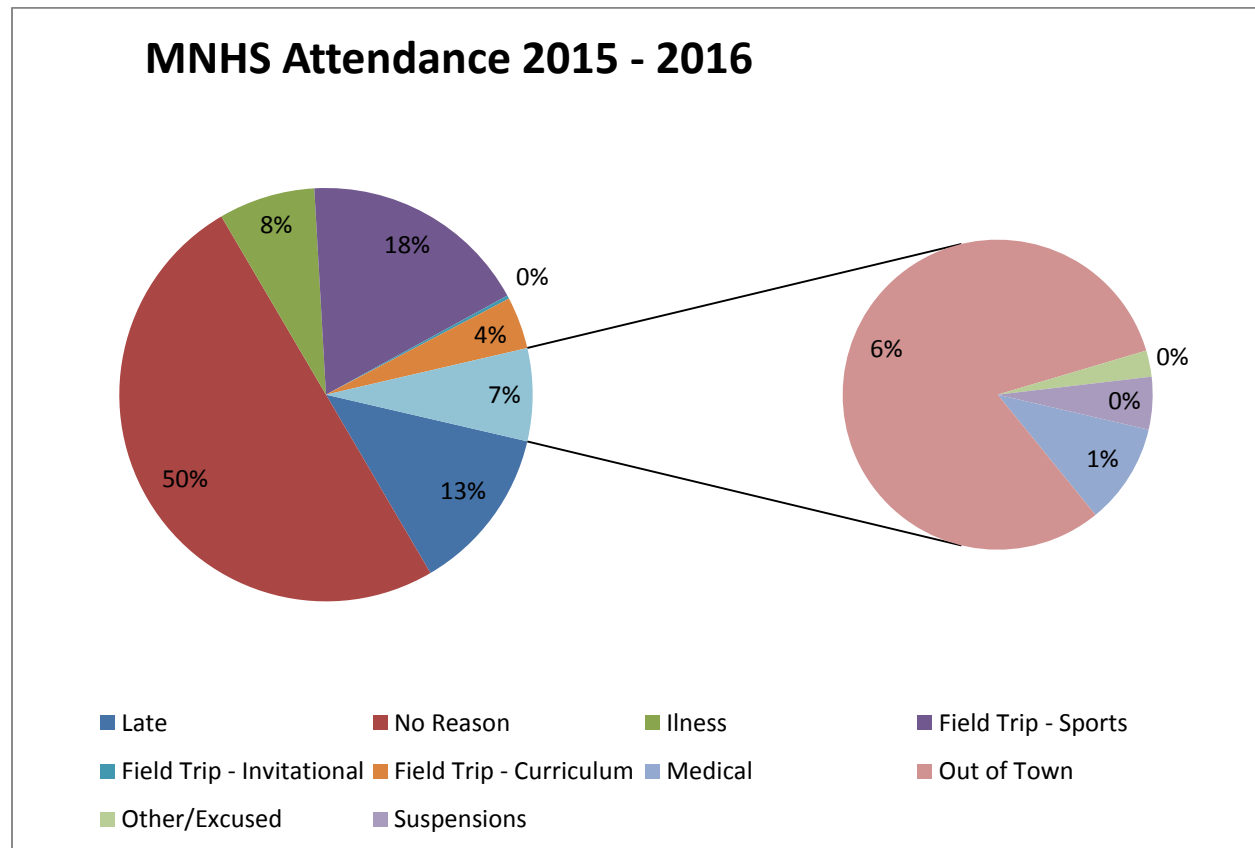
Additionally, for one school we gathered information directly from students through interviews as well as analysis of school *Tell Them from Me* data. Plans are to obtain this from the other schools in the fall. Also important was staff attitude toward student absence and their existing practice surrounding progressive discipline and punitive practices. The main source of data for this phase was the Trillium record database that attendance counsellors fill out. Attendance is listed in the web program according to five main categories. However, further analysis showed that we required more categories to get a better understanding of the reasons for absences.

Our goal in this phase was to examine each domain and identify students with the highest absence, and then to further manually go through the reasons for these absences. We are also looking at “skips” as different from absences and making hypotheses as to what the reasons may be. In one school, we also met with staff to capture attitudes concerning how they view and respond to absences. The findings from this phase were collated and will serve as our baseline comparator for our continual progress monitoring

and post-intervention data. In order to understand the data more deeply, we needed to review the raw data and create our own identification in order to understand absences better.

The categories, based on our analysis of the Trillium data were: Late; No Reason; Illness; Field Trip/Sports; Field Trip/Invitational; Field Trip/Curriculum; Field Trip Cultural; Medical; Out of Town; Other; Skips; Suspensions. The results from each school are captured below.

#### Findings to Date (September 2015 - May 2016)\*<sup>1</sup>



**Number of students with 75-100 days absent in the year – 2**

**Number of students 50-75 days absent in the year – 16**

#### Manitouwadge High School

Manitouwadge High School is farthest along in the project so far. The team has collected information from multiple sources which included data from Trillium and the *Tell Them from Me* Survey as well as information from interviews with students and staff. The core team has presented their findings via a presentation to the entire staff and the process of collaboratively creating a tiered plan for implementation September 2016 has begun. Addressing attendance through a variety of different engagement strategies, including parental outreach, was included in the school improvement plan. This process involved all staff and will include involvement from students and parents in the fall. Monitoring of the tiered plan will occur regularly through meetings, and conversations with the core team.

<sup>1</sup> Data from other schools has been collected by all of the core teams in the schools but has not been presented to all staff for their feedback at the point of this report.

*Geraldton Composite High School*

Initial data review prompted further investigation into the “no reason” category as to determine recurring themes in relation to cultural or family issues. For example, some students expressed the need to be home to provide childcare. Missing the bus and sleeping in were also further investigated, but the data did not show any significant differences in terms of attendance for those who were bussed and those who were not. Tiered plans will include a “safe person” outreach from hand-picked staff for those students with higher absenteeism. Meeting with parents and communities to support positive attendance will be a crucial part of this process. Conversations around relationship building, extra-curricular activities and specific strategies to communicate more efficiently with parents are occurring.

*Nipigon Red-Rock District High School*

Nipigon Red-Rock District High School's team met later in the year to collect initial information from Trillium. Further information gathered from *Tell Them from Me* and conversations with staff and students will occur in the fall of 2016. Funding has been secured through the special education teacher to help support students who are in care or are receiving care from a child welfare agency. This project will hopefully positively impact those students in terms of engagement and attendance. Also in September, a new staff member will need to be certified in BMST in order to work collaboratively with the principal and team to help manage and direct the project within the school.

*Marathon High School*

The no reason column included those students participating in alternative education programs. As part of the program, these students generally check in one day a week at the school. While these students are a small number, they miss a number of days due to the nature of the program. The absences for those students comprised 22% of the 57% “No Reason”. Nonetheless, the goal is still for those students who are on alternative programs to further engage in in-school programming which would mean that their overall attendance would improve. We did not look at students in alternative programs at the other schools and this is something we will do in the fall. We will also determine whether there is consistency in terms of reporting within Trillium regarding students on alternative programs (i.e. are they marked present or absent. Further information gathered will include the number of students with higher than 50 days absent.

*Manitouwadge Public School*

Manitouwadge Public School began a process of addressing their attendance issues at the beginning of this school year. There was a significant improvement from the 2014-2015 data on student absenteeism, particularly with students with tier three needs. Specific BMST strategies and interventions to support inclusion successfully were implemented and positive results are reflected in this data. The main concern to address at this time is to decrease the number of late slips. Strategies to further support parent engagement will occur in September.

**Next Steps**

Board-wide BMST PD will be provided to all staff in 2016/17. This professional development will help to solidify a common perspective regarding student behaviour and how to proactively intervene on a multitude of issues including issues related to student engagement and motivation. While two schools (Manitouwadge Public School and Manitowadge High School) have developed a plan to implement for September 2016, the remaining two schools still need to develop their plans based on that data. We will continue to work with individual schools to help implement tiered strategies that will positively impact student engagement and attendance.

**Administrative Summary**

That the report entitled Behaviour Management Systems: Supporting Student Attendance Project is presented to the board for information.

Respectfully submitted by:

Melissa Bianco  
Positive Behaviour Support Lead

David Tamblyn  
Director of Education