

MINUTES

BOARD MEETING

Meeting #04 – Wednesday, February 06, 2013

1. **CALL TO ORDER**

Board Chair Clayton Ferguson called the meeting to order at 7:32 p.m., in the Board Room, Catholic Education Centre, 46 Alliance Boulevard, Barrie.

2. **OPENING PRAYER / REFLECTION**

Trustees Jeanny Salmon and Francis Smith led the opening prayer and reflection with remembrances for the following special intentions:

For the sick:

Linda Graham

For the deceased:

John Patrick (Jack) Young
Honourable Hugh David Logan
Jean Szczukocki
Jeffery Hamelin
Dave McNulty
Myrtle Kennedy Maurice
Guido Jugandi
Marie McBride
Joseph MacDonald
Mary Bosak
Clint Vandenberg
Mary Ellen King

3. **ROLL CALL**

Brian Beal, Director of Education, conducted the Roll Call of the Board of Trustees to establish quorum for the Meeting.

Present: Clayton Ferguson – Board Chair, Shawn Cooper, Carol Corriveau-Truchon, Maria Hardie, Catherine MacDonald, Connie Positano, Jeanny Salmon, Francis Smith

Regrets: Emily Cecchetti

Resource: Brian Beal – Director of Education, Steven Charbonneau, Glenn Clarke, Peter Derochie, Jane Dillon-Leitch, Diane Legg, Darren Schmidt

Regrets: Ab Falconi, Mary Puopolo

Recorder: Belinda Marcellus

4. **AGENDA APPROVAL**

Consensus of the Board of Trustees was obtained for approval of the Meeting Agenda.

5. **DECLARATIONS OF CONFLICT OF INTEREST**

There were no conflicts of interest declared.

6. **DELEGATIONS**

There were no delegations.

7. **PRESENTATIONS**

There were no presentations.

8. **ACTION ITEMS**

1) **Report 8. 1) 04-2013: Board Policy Statement LE-23 Copyright**

Recommendation: That the Board approve Board Policy Statement LE-23 – Copyright, as presented.

Consensus of the Board of Trustees was obtained for approval of the recommendation.

Information will be provided to staff across the board to assist in implementing the policy and ensuring compliance with the Ministry of Education's *Fair Dealings Guidelines*.

2) **Report 8. 2) 04-2013: Board Policy Statement GP-22 Trustee Code of Conduct**

Recommendation: That the Board approve Board Policy Statement GP-22 – Trustee Code of Conduct as amended.

Consensus of the Board of Trustees was obtained for approval of the recommendation.

Discussion took place about the procedures / guidelines to support the new policy. One edit was made for clarification of statutory duties and responsibilities with regard to code of conduct.

Recommendation #2: That the Board adopt the Procedures/Guidelines for Board Policy Statement GP-22 Trustee Conduct as amended.

Consensus of the Board of Trustees was obtained for approval of the recommendation.

As a result of the discussions, trustees have requested that the Board Policy Review Committee begin discussions about the duties and responsibilities of trustees; a code of conduct for senior staff; and a procedural bylaw on confidentiality.

3) Report 8. 3) 04-2013: 2013 OCSTA AGM Resolutions

Recommendation: That the Board approve the submission of Resolution SMCDSB-01-2013: *Home, School, and Church*, to OCSTA for consideration at the 2013 OCSTA AGM.
Consensus of the Board of Trustees was obtained for approval of the recommendation.

4) Report 8. 4) 04-2013: Safe Schools – Bill 13

Recommendation: That the Board approve the revised Board Policy Statement LE – 16 Student Discipline.
Consensus of the Board of Trustees was obtained for approval of the recommendation.

A communications and inservice plan is being developed to support the policies and procedural guidelines associated with Safe Schools and compliance with Bill 13, *Accepting Schools Act*.

9. INFORMATION ITEMS

1) Report 9. 1) 04-2013: OSSLT Adjusted School Day

The report outlined the adjusted school day on Thursday, April 11th, so that only those students writing the test will attend school during the writing session. All other students will arrive at lunch hour for the afternoon on a compressed timetable. This adjustment will allow students to fully focus on writing their Ontario Secondary School Literacy Test (OSSLT) without interruption. Many students require accommodations and the adjusted school day provides the opportunity for all school staff to support those accommodations. The adjusted school day does not apply in Muskoka because of shared bussing with the coterminous board. Extra assistance will be provided by central board office staff to St. Dominic Catholic Secondary School to support student accommodations. Trustees who are available and interested, will have an opportunity to assist in the OSSLT at one of the secondary schools.

2) Report 9. 2) 04-2013: Summary of Program / Policy Memorandum No. 155 – Diagnostic Assessment in Support of Student Learning

In accordance with Policy/Program Memorandum 155, from the Ministry of Education, teachers have the opportunity to choose the diagnostic assessment tools they will use in support of student learning. The tools that are available for diagnostic assessment have been in the schools for some time and teachers are very familiar with all of them. This change will require the board to find new ways to collect data on student learning to inform the annual Board Improvement Plan.

3) Report 9. 3) 04-2013 Full Day Kindergarten Program Update – February 2013

This update report advised of those schools that will introduce full day kindergarten (FDK) in September 2013 and those that will implement FDK in September 2014. Teachers have expressed that they are surprised by how much learning is happening; and would not want to return to a half day program. Class sizes are larger with FDK at 26-

29 students but there are two educators in the classroom.

Discussion ensued about the anticipated impact of Tim Hudak's white paper which would delay the implementation of FDK. The Board staffing exercise is time bound by collective agreements and as such staffing would already be in place for September, should the implementation be halted by a spring election and subsequent action by a possible conservative government to delay further implementation of FDK. Child care services would also be greatly impacted. The issue of program equity with some schools having the program and others not would create difficulties as well.

4) Report 9. 4) 04-2013: Amendments to Ontario Regulation 304 – School Year Calendar

The *Putting Students First Act* requires teachers, principals and vice-principals to take three unpaid professional development days (PD days), dates of which are predetermined. The PD days in January and June are allocated to student reporting. The final PD day, of the six required, is dedicated to parent teacher conferences in the fall. Therefore, there is no opportunity in the 2013-2014 for board-based professional development on the allocated PD days. Also of note, all other board staff will be required to take one unpaid PD day, which means that those staff will be reporting for work on two of the unpaid PD days for teachers, principals and vice principals. Board staff will work collaboratively to plan meaningful PD day opportunities for staff on those two days.

Consultation on the 2013-2014 school year calendar will continue. A report with a recommendation to approve the 2013-2014 school year calendar will be brought forward to the Board in April.

5) Report 9. 5) 04-2013: Parents Reaching Out (PRO) Grants

The report identified 27 Simcoe Muskoka Catholic Schools that received funding of up to \$1000, from the Ministry of Education's Parents Reaching Out (PRO) Grants. Catholic School Community Councils had the opportunity to submit online proposals in the fall for funds to support parent engagement in their school communities.

6) Report 9. 6) 04-2013: North Barrie PAR – Update on Enrolment Projections

The report provided an update on enrolment projections since the 2011 census information was released, by consulting with a demographic consultant, the City of Barrie and Township of Springwater. The declining enrolment trend will continue from the current 18,013 to 16,664 ; and then will rise to current enrolment levels by 2025-2026. It is the current enrolment situation, with 23 surplus classrooms over six schools in North Barrie that initiated this accommodation review. The report also indicated that the Midhurst secondary plan has not impacted the enrolment projections.

7) Report 9. 7) 04-2013: North Barrie PAR – Board Office Relocation to Monsignor Clair Catholic Elementary School

Board staff were asked to provide a feasibility analysis of relocating board office staff from the leased 80 Bellfarm Road site to the second floor of Monsignor Clair Catholic Elementary School. The feasibility study appended to the report identified retrofit

work, potential staff workstation placements, security, parking, and zoning and municipal requirements, for an estimated cost of \$1.3 million. The relocation would also result in an annual savings on lease payments at 80 Bellfarm Road of \$200 thousand. Concern was expressed regarding the security of the main entry door for board office staff and the door leading into the first floor classroom space. Access to the school would continue as per current practice through the main doors adjacent to the school administration office. It was also noted by staff that structural changes have been kept to a minimum in an effort to contain the cost of the retrofit and allow for reconfiguration if required at a future date.

8) Report 9. 8) 04-2013: North Barrie PAR – Retrofit Project - St. Joseph’s Catholic High School

If board office staff from 80 Bellfarm Road are relocated to Monsignor Clair Catholic School, there will not be sufficient space for meeting rooms. The report outlined that the proposed conversion of surplus classroom space at St. Joseph’s Catholic High School, which is located within one block of Monsignor Clair Catholic School, which could be completed in conjunction with planned lifecycle retrofits, such as lighting, HVAC, security and upgrades to the main office and entrance, and parking. The meeting space would be located on the second floor.

9) Report 9. 9) 04-2013: North Barrie PAR – St. Marguerite d’Youville Catholic Elementary School Driveway Retrofit Project

In the earlier staff recommendations, it was identified that if St. Marguerite d’Youville School were closed, there would be a significant savings to the board, as a driveway retrofit project that had been approved by the Ministry of Education in 2011 would not be required, saving the board an estimated \$2.02 million. The board directed staff to look at options not to close a school and therefore requested information regarding moving forward with the driveway retrofit project. In consultation with the City of Barrie through the design process, it has been determined that some of the anticipated work would not be required as part of the driveway project and thus the total cost of the project would be reduced to \$975 thousand.

10) Minutes – Special Education Advisory Committee

- i) **Meeting #10 – Wednesday, November 14, 2012**
The minutes were provided for information.

11) Minutes – Board Policy Review Committee

- i) **Meeting #07 – Wednesday, November 14, 2012**
The minutes were provided for information.

10. ROUTINE

1) Approval of Minutes – Board Meetings

- i) **Minutes – Meeting #03 – Wednesday, January 16, 2013**
Consensus of the Board of Trustees was obtained for approval of the Minutes.

11. TRUSTEE ENQUIRIES

Trustee Carol Corriveau-Truchon attended the Catholic School Community Council (CSCC) meeting at Saint Mary Catholic School in Huntsville. Parents expressed concern for the process of allocating technology in schools, such as interactive whiteboards. It was noted that the Ministry of Education has permanently cut technology funding. Staff are developing a technology strategy in spite of the lack of Ministry funds. The board undertook a mobile cart initiative, that put a class set of laptops in the schools; and ipads have been provided in kindergarten demonstration classrooms. Funding for interactive whiteboards is tied to the submission of a plan of how the technology will be used and how it will involve and engage students. The Board has recently invested in upgrading technology infrastructure and will then look at investing the next phase of funds to put technology in front of students and staff.

Trustee Corriveau-Truchon reported that the OPP were present at Saint Mary Catholic School for a recent lockdown procedure, which they indicated was the best they had ever seen. There was a query about installing a telephone in each classroom, so that if a lockdown was initiated from a classroom, the teacher would be able to communicate by phone. It was noted that the provincial government recently announced funding to help schools upgrade their security systems. The apparent funding of \$3,100 would be available for schools that do not have systems in place. Staff noted that the funding amount is not sufficient to cover the costs. Further information will be provided at the next board meeting.

12. ITEMS OF INTEREST

Trustee Francis Smith suggested that the Board recognize the 60th wedding anniversary of former trustee Joe Klein Gebbinck and his wife Betty. A community celebration is being held on Sunday, February 17th at the Elmvale Lion's Club Hall, 1979 Flos Rd. 7 W., from 2-4 p.m.

Trustee Corriveau-Truchon advised that Peter Cassidy is planning his second annual walkathon on May 25th to support his "B Student Bursary" initiative. Entry is \$20 and includes a t-shirt and the walk, followed by a barbeque. She also announced that at St. Dominic Catholic Secondary School, the new Non-Profit Specialist High Skills Major program will run a non-profit cooperative store that will sell crafts, school uniforms and a uniform and book exchange, with all funds to support charity. St. Dominic's principal, Kevin Strong, is also offering graduating students the opportunity to donate their school uniforms for the privilege to wear their civies during exams, which is being well received by students.

Trustee Corriveau-Truchon also advised that the Parent Involvement Committee (PIC) recently met and are focusing on consistency among CSCCs; developing the PIC website; promoting PRO grants; and offering CSCCs the opportunity to apply for \$250 towards a parent engagement event. School councils could choose to combine their funds with another school council to provide a joint parent engagement event.

Trustee Catherine MacDonald acknowledged receipt of the recently released *Archdiocese of Toronto Pastoral Plan* and was encouraged by the core direction: "IV – 4. *Evangelization of Society, (ii) Build an Ongoing Partnership Among the Archdiocese, the Parishes, our Publicly Funded Catholic Schools and*

Students Attending Secular Schools”.

Chair Ferguson advised that he and the Director of Education met the new Bishop at the recent Episcopal meeting in Toronto.

Trustee Connie Positano shared a professional complement to the Board from North Simcoe CCAC, for the board’s work under the direction of Dr. Patrick Carney; regarding their commitment and work to finding a way to include every child.

Trustee Ferguson invited Trustees to attend St. Thomas Aquinas Catholic Secondary School’s Kenya Gala at Caledon Estates Banquet Hall, on February 23rd at 7 pm, to support the students’ mission to Kenya.

13. CORRESPONDENCE

Trustees received a list of correspondence.

14. MEETING SCHEDULE

Tuesday, February 19, 2013	Discipline Committee	7:00 p.m.
Wednesday, February 20, 2013	SAL Committee	5:00 p.m.
Wednesday, February 20, 2013	Board Policy Review Committee Meeting #02	7:30 p.m.
Wednesday, February 27, 2013	Board Meeting #05	7:30 p.m.

15. PRIVATE SESSION

16. REPORT FROM COMMITTEE OF THE WHOLE

The Board approved the firm Snyder and Associates as the project architect for St. Catherine of Siena School’s full day Kindergarten retrofit and addition project.

The Board approved the Painswick South designated school site as surplus.

17. NEXT MEETING

Board Meeting #05:	Wednesday, February 27, 2013	7:30 p.m.
Agenda Deadline Date:	Wednesday, February 20, 2013	4:30 p.m.

18. ADJOURNMENT

Consensus of the Board of Trustees was obtained to adjourn the Board Meeting at 10:25 pm.

19. CLOSING PRAYER

Trustee Shawn Cooper to led the closing prayer.

