

## MINUTES

### BOARD MEETING

Meeting #16 – Wednesday, November 27, 2013

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1. **CALL TO ORDER**

Board Chair Clayton Ferguson called the meeting to order at 7:3 p.m., in the Board Room, 46 Alliance Boulevard, Barrie.

2. **OPENING PRAYER / REFLECTION**

Trustees Carol Corriveau-Truchon and Connie Positano led the opening prayer and reflection, with the following special intentions:

**For the sick:**

Linda and Fred Graham  
Alexandra MacKay  
Kayla Johnson  
Royal Piché

**For the deceased:**

Ross Martin  
Daryl Bucklin  
Gerald Nadon  
Louis Schiller  
James Al Crawford  
Dora Field  
Dr. Michael Andrew Simurda

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 (via teleconference), Carol Corriveau-Truchon, Maria Hardie, Catherine MacDonald, Connie Positano, Francis Smith, Kyle Young

**Regrets:** Jeanny Salmon

**Resource:** Brian Beal - Director of Education, Lonnie Bolton, Steven Charbonneau, Glenn Clarke, Peter Derochie, Ab Falconi, Diane Legg, Darren Schmidt

**Regrets:** Jane Dillon-Leitch

**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**

*Living in Hope – Grounded in Faith*

Chair Ferguson welcomed guests attending the meeting.

1. **Father Fogarty Awards** – Lonnie Bolton, award recipients

Lonnie Bolton, Superintendent of Education – Secondary Schools, introduce Ted Nigh, student at St. Joan of Arc Catholic High School, and one of the recipients of the Catholic Education Foundation of Ontario Father Fogarty Student Awards.

Mr. Bolton noted that award recipients were nominated by their school and embody the character of Jesus Christ, the faith of their school, student leadership, academic excellence and participation in a broad range of extra curricular activities.

Awards recipients, their families and board officials attending the annual Catholic Education Foundation of Ontario's Father Fogarty Awards dinner in Toronto earlier in the month.

On behalf of the Board of Trustees, Chair Ferguson presented Ted with a certificate and board pin and congratulated Ted and his fellow award recipients who were not able to attend the meeting. He also thanked them for the contributions to Catholic education and their communities as Catholic role models.

2. **ShareLife**

Brian Beal, Director of Education, explained that Simcoe Muskoka Catholic has been pleased to partner with ShareLife over the years by supporting school based programs and the employee giving campaign. Mr. Beal introduced Harry McAvoy, Manager Gifts & Corporate Campaigns with ShareLife.

Mr. McAvoy thanked the Board and the school communities for their support of the 2013 ShareLife campaign which raised \$13,320 from employees and \$5,960 through school-based fundraising events. He noted that Holy Family, The Good Shepherd and Monsignor J. E. Ronan Catholic schools were the top three fundraising schools.

Mr. McAvoy spoke about the major challenges that Catholic agencies face such as:

mental health services with wait times for resources of six months to one year; the need for affordable housing; reduced government funding to agencies; and retaining well qualified personal in service agencies. He assured the Board that all funds raised in Simcoe County stay in Simcoe County and that last year ShareLife through the Archdiocese of Toronto provided \$715,000 in support to Catholic Family Services in Simcoe County.

Mr. McAvoy presented Chair Ferguson with a plaque of recognition for the 2013 campaign.

On behalf of the Board of Trustees, Chair Clayton Ferguson indicated that the Board is pleased to provide the opportunity for its employees and school communities to contribute to ShareLife again this year. Chair Ferguson also commented that the Board is inspired by the wonderful stories of giving from our school communities as we *Live in Hope ~ Grounded in Faith*, working together to transform our world.

### **3. Consolidated Financial Statements**

Peter Derochie, Associate Director of Education (Business & Finance) introduced the finance team of Pia Elston, Controller of Finance; Suzanne Oliner and Beth Hartung, Senior Financial Analysts, and Mike Bunn, Grant Thornton LLP. They walked trustees through the draft consolidated financial statements.

Chair Ferguson noted, for guests observing the meeting, that trustees have spent considerable time reviewing the draft consolidated financial statements at the Audit Committee meetings through the fall. The majority of the trustees were present at those committee meetings.

In response to a query of why there is no cash report, it was noted by staff, that there actually was not cash to report. Staff noted that the board used an operating line of credit, and that there was no cash remaining at the end of the year for several reasons: the board used short term financing on a number of capital projects; financing of the EDC deficit was through operating lines; and the Ministry of Education held back \$2.5 million in grants; all of which resulted being very close to cash borrowing limits.

Staff also clarified that the board does not have any arts, cultural or historical assets, which is a standard note that the Ministry of Education does require school boards to report. The only reserves would be restricted for use for which the funds were allocated by the government. The reserve in transportation is held by the board with some sitting with the Simcoe County Student Transportation Consortium.

Chair Ferguson thanked the finance staff and the team of Grant Thornton LLP, and commended staff for working diligently to manage board resources wisely.

8. **ACTION/DISCUSSION ITEMS**

1) **Report 8. 1) 16-2013: Draft Consolidated Financial Statements**

The Draft Consolidated Financial Statements were received.

2) **Draft Minutes – Audit Committee**

i) **Meeting #04 – Wednesday, November 20, 2013**

Recommendation: That the Board approve the draft August 31, 2013 Consolidated Financial statements.

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

3) **Report 8. 3) 16-2013: New Learning Environment Policy Statement  
LE-25 Responsible Use of Information,  
Communication and Collaboration Technology  
(ICCT)**

Trustees have been working with staff to develop this new policy, through the Board Policy Review Committee, over the past several months. Jane Dillon-Leitch, Superintendent of Education reported that parameters are necessary so that staff and students can embrace 21<sup>st</sup> Century Learning. She noted that procedures were developed for students using applicable language and that the procedures developed for staff are written for adults and cover a broader spectrum. As referenced by the Ontario College of Teachers, teachers are held to a higher standard than other adults and the procedures developed for staff address that.

Through the Board's usual process of policy review, further refinements will be brought to trustees as they are developed to respond to new and changing requirements, such as Bill C13 Cyberbullying.

Recommendation: That the Board approve the new Learning Environment Policy Statement LE-25 Responsible Use of Information, Communication and Collaboration Technology (ICCT) as presented.

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

On behalf of the Board of Trustees, Chair Ferguson thank Superintendent Dillon-Leitch and all who contributed to the consultation and development of this new policy and accompanying procedural guidelines that support staff, students, families and the community to embrace 21<sup>st</sup> Century Learning while respecting the Board's Mission, Vision, Virtues and Values.

4) **Report 8. 4) 16-2013: Board Procedural Bylaw 10:00 Board Agenda**

Diane Legg, Director of Communications & Public Affairs, summarized the discussions with which trustees were engaged through the Board Policy Review Committee to ensure transparency and accountability to the public. It was determined that the best avenue to address making the board agenda, reports and minutes public would be through an amendment to the Board Procedural Bylaws.

Recommendation: That the Board approve the revised Board Procedural Bylaw 10:00 Board Agendas/Reports/Minutes, as presented.

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

Chair Ferguson noted that the new procedures to post the board agenda, reports and minutes will take effect with the initial 2014 Board meeting on December 4<sup>th</sup>. He noted that the Board of Trustees are pleased to offer an opportunity for board meetings to be accessible to their stakeholders through the posting of our agenda, reports and minutes to the Board website.

- 5) **Report 8. 5) 16-2013: New Bradford Catholic Elementary School Property**  
Glenn Clarke, Controller of Plant provided an update from his report at the last Board meeting regarding a parcel of land owned by the Town of Bradford West Gwillimbury that was being considered for use by the Board to ensure site access and community safety. The Town of Bradford West Gwillimbury has approved the transfer of approx 0.3 acres of land to the board at no cost but to provide access to parking for users of the adjacent parkland. The cost of construction and service of the land will be borne by the Board. Staff recommend support of this joint venture that provides significant improvements to the new Bradford West Gwillimbury Catholic elementary school site configuration.

Recommendation: That the Board authorize staff to approve the agreement with the Town of Bradford West Gwillimbury for the transfer of a 0.3 acres (approximately) section of park land located at the north west corner of the new BWG Catholic elementary school site to the Board.

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

On behalf of the Board of Trustees, Chair Ferguson extended sincere appreciation to the Town of Bradford West Gwillimbury for their partnership to ensure a fully accessible and safe new Catholic elementary school site.

## 9. INFORMATION ITEMS

1) **Report 9. 1) 16-2013: 2014 Meeting Schedule**

At the initial Board meeting each year, trustees approve a meeting schedule for Board and committee meetings. Trustees were provided with a draft of the proposed 2014 meeting schedule in advance of the 2014 initial board to give them an opportunity to provide feedback if conflicts may be an issue. Trustees were asked to advise the coordinator of trustee services of any suggestions or concerns.

2) **Report 9. 2) 16-2013: Bill 69 – Prompt Payment Act-2013 – Impact on School Boards**

Glenn Clarke, Controller of Plant, became aware of this private members' Bill, in

support of the construction industry, which has reached second reading, even though there has been no consultation with stakeholders, such as contract owners. The construction association lobbying MPPs and the Premier sighting the benefits of the Bill. Mr. Clarke noted that the initial intent of the Bill is understood but that the terms would have a significant impact on school boards. As such, staff and the Board Chair have initiated communication with various stakeholders to inform them of Bill 69 and its impact on school boards.

Mr. Clarke has written an article for the Ontario Association School Business Officials publication and the Chair has written to the Premier outlining numerous significant concerns. The Ontario Catholic School Trustees' Association and other school boards have now taken notice and are also voicing their concerns should this Bill pass final reaching and become law. Trustees met with three local MPPs recently on a broad spectrum of matters and shared the information regarding Bill 69. The MPPs understood the concerns, support the Board in this endeavour, and requested to be informed of any further follow up on this file.

**3) Report 9. 3) 16-2013: Small Schools - Update**

As requested by trustees, Peter Derochie provided a report of the facts regarding the Board's two smallest schools: Foley Catholic School, in Brechin; and Our Lady of Mercy Catholic School in Honey Harbour. Both are isolated schools for which the board receives small schools funding support from the Ministry of Education. Combined for the two schools the government provides \$530 thousand and the Board spends almost \$150 thousand to operate these two schools.

Trustee Catherine MacDonald requested further information regarding the cost to maintain each school site and suggested that these small schools are a concern that cannot be ignored and that an accommodation review is needed.

It was also noted during discussions that the accommodation review process prescribed by the Ministry of Education is a two year process, involving extensive consultation and time bound requirements, which also impact compliance with collective agreements regarding the staffing processes. The Ministry is considering addressing small schools in its efficiencies and modernization consultations. It was noted that the Ministry would have to amend the current accommodation review process significantly if funding cuts are being pursued.

Trustee Carol Corriveau-Truchon commented on the vibrant school community at Our Lady of Mercy but that she does understand the financial impact. She inquired about the sharing of principals which is a practice in other boards with small schools.

Staff will provide a report with further information in the new year.

**4) Report 9. 4) 16-2013: Catholic Parent Involvement Committee (CPIC) 2013-2014**

Brian Beal provided a report showing the representation for the 2013-2014 school year on the Catholic Parent Involvement Committee, with representation from Catholic School Community Councils across all areas of the board. There are currently four vacancies on the committee and interest is being sought through the respective Catholic School Community Councils. The CPIC meets next on February 24<sup>th</sup>.

Trustee Carol Corriveau-Truchon serves as the trustee representative on the CPIC and commented that it is a dedicated group and it has been nice to watch the committee grow.

**5) Minutes – Board Policy Review Committee**

**i) Minutes – Meeting #06 – Wednesday, October 16, 2013**

The minutes were provided for your information.

**6) Minutes – Special Education Advisory Committee**

**i) Minutes – Meeting # - Wednesday,**

The minutes were provided for your information.

**7) Report 9. 7) 16-2013: Multi Year Plan: Priorities – Year One**

Brian Beal, Director of Education provide a report and supporting materials to trustees. The report outlined the year one implementation of the multi year plan Our Faith~Our Future. Mr. Beal has had the amazing opportunity to engage in conversations with many dedicated staff, students and families who are dedicated to and supportive on the new Mission, Vision and multi year plan.

The Board is required by Bill 177 to have a multi year plan and Mr. Beal noted that Simcoe Muskoka Catholic's plan is not a plan of compliance but rather a true effort to look at who we are and how we will get there through a new mission statement, vision statement and three priorities with respective goals.

The Board approved the Our Faith~Our Future multi year plan in June 2013, and since then the document has been distributed broadly with a request to join us in this journey. Our Faith~Our Future was first launched at the Leaders' meeting on August 27<sup>th</sup>; to over 400 parents at Catholic School Community Council Commissioning meetings throughout the fall; to staff at the professional development day on October 11<sup>th</sup>; Faith Ambassadors at their first meeting of the year; presented to the candidates in the Catholic Principals Qualification Part II course; the Bishop and parish priests in Simcoe County; and the Bishop and parish priests from the Muskoka area; Academic Services staff; new employees at their orientation session; and on-going to various employee and community groups. Staff have come together to develop a lesson plan for elementary teachers which includes a school assembly with prayer and song. Secondary school religious education chairpersons have begun their work to modify the grade nine religion program to

support Our Faith~Our Future for second semester. The Director is challenging everyone to see themselves and their work within the multi year plan.

The Ministry of Education released a new elementary social sciences curriculum for which staff will collaborate to infuse with Our Faith~Our Future, the Ontario Catholic Graduate Expectations, and First Nation Métis and Inuit programs.

Many champions are working on implementation and support pieces, including surveys of needs; curriculum enhancements; refinements of initiatives such as bullying and mental health; and community engagement.

Mr. Beal concluded by showcasing a new song which the Board commissioned Michael Mangan to write, perform and produce exclusively for Simcoe Muskoka Catholic with rights to the music, lyrics and chords, in French and English; which will has been included in a package for elementary school assemblies, the board-wide school masses on May 7<sup>th</sup> and on-going with other initiatives and events; and in the community.

Copies of Our Faith~Our Future has been sent to all parishes and as noted by Trustee Carol Corriveau-Truchon, some priests have already spoken about it at the pulpit.

Chair Ferguson, on behalf of the Board of Trustees thanked Mr. Beal, noting that trustees are inspired by the response to the new multi year plan Our Faith~Our Future; and have witnessed its early implementation through so many of the initiatives that come trustees at their Board meetings and school community events.

## 10. ROUTINE

### 1) Approval of Minutes – Board Meetings

#### i) Minutes – Meeting #14 – Wednesday, October 23, 2013

*Consensus of the Board of Trustees was obtained for approval of the Minutes.*

## 11. TRUSTEE ENQUIRIES

Trustee Connie Positano requested that the board follow-up on the resolution passed at the 2012 OCSTA AGM regarding the listing of food allergy alternatives for students in secondary school cafeterias. She noted that the transition from the more protective elementary school environment to a more independent secondary school environment means that students don't have as many resources available to chose safe and nutritious options; and due to peer pressure many students won't carry their epinephrine to school. Staff will pursue possibilities with Chartwells, the contracted food provider in four of our secondary schools.

Trustee Carol Corriveau-Truchon has heard from some parents with questions about gifted programming offerings. Staff will bring back a report to outline the process for identification and the programming offered after a student is identified as gifted. From that point the



conversation may go back to the Special Education Advisory Committee table.

Trustee Carol Corriveau-Truchon inquired about the status of MPP Rod Jackson's interest in our board making a delegation regarding special education funding. Chair Ferguson has had an initial contact from MPP Jackson's office.

Trustee Shawn Cooper will be attending an OCSTA Board of Directors meeting next week and requested trustees to provide comments and concerns that he could bring forward.

## 12. ITEMS OF INTEREST

Trustee Connie Positano was pleased to tour the new kindergarten classes at St. John Vianney Catholic School which are open and bright spaces.

Trustee Carol Corriveau-Truchon reported on the 89<sup>th</sup> community project that teacher Marty Scarlett is launching in December for grade nine and ten students. They are filling brief cases with toys to provide to OPP Victim Services and Youth and Family Services to give to children dealing with trauma. The media event will be held on December 11<sup>th</sup>. Trustee Corriveau-Truchon commended the great work of Mr. Scarlett and the students at St. Dominic Catholic Secondary School.

Vice-Chair Hardie was pleased to speak about the role of trustee to the candidates of the Principals' Qualification Program. She also attended the annual Pathways to the Future event at St. Peter's Catholic Secondary School which was well attended and include local industry partners provide information to grade eight students from within that family of schools. Vice Chair Hardie was also pleased to attend a Remembrance Day service at Pope John Paul II Catholic Schools.

Chair Ferguson reported attending a Crime Prevention presentation at the Barrie Police Services station with the Ministry of Community and Correctional Services, noting one of our principals from Bradford West Gwillimbury was in attendance.

Student Trustee Kyle Young reported that the second Student Senate meeting of the year will be held next week when the senate will elect the Student Trustee-Elect from five candidates from across the Board. He will forward a copy of the agenda to all trustees.

Student Trustee Young has completed half of his secondary school visits to meet with each student senator and the student councils.

Chair Ferguson reported that trustees invited the five local members of provincial parliament (MPPs) to a lunch meeting to discuss matters of mutual concern. Three MPPs were able to participate in a relaxed atmosphere where the Board's achievements were highlighted and then brief discussions took place regarding major concerns. Chair Ferguson commented that the MPPs were open and receptive and offered whatever assistance they could provide, and pledged their support of Catholic education in the province of Ontario and Simcoe Muskoka Catholic District School Board.

**13. CORRESPONDENCE**

Trustees received a list of correspondence.

**14. MEETING SCHEDULE**

Sunday,	December 01, 2013	Christmas Gathering	5:30 p.m.
Tuesday,	December 03, 2013	Secondary Boundary Review Committee	7:00 p.m.
Wednesday,	December 04, 2013	2014 Initial Board Meeting with Mass	7:00 p.m.
Wednesday,	December 11, 2013	Board Meeting #02	7:30 p.m.
Thursday,	December 12, 2013	Supervised Alternative Learning Committee	1:00 p.m.

**15. PRIVATE SESSION**

**16. REPORT FROM COMMITTEE OF THE WHOLE**

There was no report.

**17. NEXT MEETING**

2014 Initial Board Meeting	Wednesday, December 04, 2013	7:00 p.m.
Agenda Deadline Date:	Wednesday, November 27, 2013	4:30 p.m.

**18. ADJOURNMENT**

Consensus of the Board of Trustees was obtained to adjourn the meeting at 10:28 p.m.

**19. CLOSING PRAYER**

Vice-Chair Maria Hardie led the closing prayer.

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Maria Hardie, Board Chair