

## MINUTES

### BOARD MEETING

Meeting #13 – Wednesday, October 02, 2013

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**1. CALL TO ORDER**

Board Chair Clayton Ferguson called the meeting to order at 7:33 p.m., in the Board Room, 46 Alliance Boulevard, Barrie.

**2. OPENING PRAYER / REFLECTION**

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

**For the sick:**

Linda and Fred Graham  
Alexandra MacKay  
Kayla Johnson

**For the deceased:**

Michael Zvonar  
Richard Arthur Pauze  
Leanne Carnie  
Joseph (Joe) Whelan  
Gregory John Bridgeman  
Shirley LaRose  
Paul Janisse

**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, Jeanny Salmon, Francis Smith, Kyle Young

**Regrets:** Connie Positano

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

**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*

1. **OECTA Young Authors Award**

Jane Dillon-Leitch, Superintendent of Education, explained that the Ontario English Catholic Teachers' Association (OECTA) holds the annual Young Authors writing competition in categories such as poetry, short story, fiction, and reports, at all grade levels. This year Rachel Bruce, a student at Mother Teresa Catholic School in Bradford won the short story category for grades 3 and 4.

Rachel and her family were in attendance at the meeting; and she read her short story "The Mysterious E-Mail" to trustees with great expression.

Chair Ferguson congratulated Rachel and presented her with a certificate and board pin. Rachel's teacher Lisa Montevigren and her family were also present at the meeting. Chair Ferguson commended Ms. Montevigren for encouraging her students to embrace and celebrate literacy and presented her with a certificate and board pin.

Chair Ferguson also expressed appreciation to OECTA for promoting literacy through the annual Young Authors competition.

2. **English Language Learners**

Christine Ignas, English as a Second Language (ESL) Itinerant Resource teacher who provides classroom resources and support to schools presented information on Simcoe Muskoka Catholic's English Language Learner (ELL) initiatives. She spoke on behalf of her colleagues Denise Fraser, FSL Consultant and Gillian Montgomery, ESL Itinerant teacher.

For the 2012-2013 school year funding was secured through a provincial Parents Reaching Out Board Grant for a Come Read with Us initiative in partnership with the Bradford West Gwillimbury Public Library, to provide a dual language book collection. With a growing and diverse population in Bradford West Gwillimbury, this initiative would support parents in the community whose English skills are not as strong as their

spoken languages at home, with books in eight languages, including Spanish, Italian, and Portuguese.

In 2013-2014 through Parents Reaching Out School Grants, a partnership is being developed between the Barrie Public Library and three elementary and one secondary school in Barrie to offer dual language books for students to take home and share with their families.

Schools are supported through communication tools to promote the program, and comprehension questions for teachers to share with families; so that parents feel comfortable with participating in their child's learning.

Trustee Jeanny Salmon commended the dual language collection at the Bradford West Gwillimbury Library and felt the collection was a great way to support parents in their child's education.

On behalf of the Board of Trustees Chair Ferguson extended appreciation to all staff involved in helping our students and their families feel welcome and comfortable in their English language Catholic educational journey with Simcoe Muskoka Catholic. He noted that these initiatives are excellent examples of our strategic priority of Improving Student Achievement and Well-Being through creative, innovative and expanded learning opportunities for all students within our diverse community.

### **3. Our Faith ~ Our Future – Board Improvement Plan Highlights**

Jane Dillon-Leitch, Superintendent of Education presented highlights of the Simcoe Muskoka Catholic Board Improvement Plan as it aligns with the Board's Multi Year Plan. Central teams are identifying their focus for the year with the Board's theme for the school year Living in Hope ~ Grounded in Faith at the centre of learning this year. She explained that the Board Improvement Plan draws on the Schools' Improvement Plans. She explained and that the plan is a living document that evolves as new information is analyzed and strategies identified. This year a main focus is on Religious Education at the intermediate level in particular; and First Nation Métis and Inuit programmes for which our board has been identified as a leader provincially; digital citizenship; FSL literacy as the government looks to promote spoken French to the end of high school as a means to nurture more bilingual citizens; ELL to serve diverse family backgrounds; and pathways to careers beginning in elementary school. All of these focuses are infused with literacy and numeracy strategies.

Trustees were provided with copies of materials that have been prepared by the board to support teachers and other staff in implementing these initiatives; including a programme of collaborative inquiry for which training has begun with four inservice dates for school teams.

Chair Ferguson thanked Jane Dillon-Leitch for sharing the Board Improvement Plan highlights, noting that the caliber of work that our professional learning teams have engaged in through collaborative and inquiry based models truly reflects the commitment of our staff to Improve Student Achievement and Well-Being through creative, innovative and expanded learning opportunities for all students; and to Use Our Resources Wisely, by nurturing staff engagement and encouraging communication within and among employees, especially in this case the expertise and creativity of our own staff. He concluded by congratulating staff on this tremendous work!

## 8. ACTION/DISCUSSION ITEMS

### 1) **Report 8. 1) 13-2013: OCSTA Resolutions Committee Appointments**

Chair Clayton Ferguson and Trustee Catherine MacDonald will serve on the OCSTA Resolutions Committee, which was established as an Ad Hoc Committee at the last Board meeting to develop possible resolutions to submit to OCSTA for the 2014 AGM. The committee will do their research and dialogue with fellow trustees before considering potential recommendations of the committee at the first Board meeting in January. Trustees were invited to submit their ideas to the committee.

### 2) **Report 8. 2) 13-2013: Meeting with Local Members of Provincial Parliament**

In the past several trustees had expressed an interest in setting up a meeting with local Members of Provincial Parliament (MPPs) to discuss issues related to Catholic education both in the Simcoe Muskoka Catholic District School Board and across the province. Trustees determined that they would plan a lunch meeting at the Catholic Education Centre, at a time when MPPs are in their constituencies or when parliament is in recess. Chair Clayton Ferguson, Vice Chair Maria Hardie, and Trustee Shawn Cooper will plan a meeting.

### 3) **Report 8. 3) 13-2013: Follow up on Review of Boundary Review Process and the Initiation of the Boundary Reviews for St. Joseph's Catholic High School, St. Joan of Arc Catholic High School and Jean Vanier Catholic High School**

Glenn Clarke, Controller of Plant explained that the report addressed two review initiatives: the continuation of the Southeast Barrie elementary boundary review which began last year to address overcrowding at St. Gabriel the Archangel Catholic School and surplus space in other schools in the review area; and the need for a review between St. Josephs' and St. Joan of Arc Catholic High Schools and a review between St. Joan of Arc and Jean Vanier Catholic High Schools as a result of boundary changes implemented last year. The secondary school reviews will begin together and branch off after the initial meeting.

It was also clarified that the boundary review process is being reviewed by the Board Policy Review Committee, including concerns around communications. In the

meantime the review processes underway this school year are being planned with respect to the pending revisions to the boundary review process.

Recommendation: That the Board approve the initiation of the boundary reviews for St. Joseph's Catholic High School, St. Joan of Arc Catholic High School and Jean Vanier Catholic High School as outlined by staff.

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

## 9. INFORMATION ITEMS

### 1) **Report 9. 1) 13-2013: Student Senate Update Meeting #1**

Student Trustee Kyle Young provided highlights of the first meeting of the Student Senate and announced that past student trustee Emily Cecchetti was appointed as Secretary to the Senate. Kyle and student senators will be promoting the role of student trustee prior to the selection process for the next student trustee which begins in November. They will visit each secondary school and encourage student participation in student senate and the role of student trustee.

Chair Ferguson recognized Student Trustee Kyle Young's efforts to engage his fellow students to be active participants in improving student achievement and nurturing the well-being of themselves and their Catholic school community.

### 2) **Report 9. 2) 13-2013: EDC Review Process Update**

Associate Director of Education, Peter Derochie, provided a recap to trustees of the first public meetings held on Monday September 30<sup>th</sup> at the Simcoe County District School Board. No delegations were heard and one written submission has been received. Staff are drafting a reply to the written submission from the Building Industry and Land Development Association (BILD). He noted that the most significant issue is around site plan costs and escalation costs, for which the board can provide information to substantiate the rate of 2.2% per year.

On behalf of the Board of Trustees, Chair Ferguson extended appreciation to all of the staff involved in the EDC process and for providing resource to the public meetings.

The next public meetings will be hosted by Simcoe Muskoka Catholic on Tuesday, October 29<sup>th</sup>, in the Board room, 46 Alliance Boulevard.

The EDC Review Process Update will be a standing item on the Board agenda until completion of the process.

### 3) **Report 9. 3) 13-2013: Safe Welcome**

Glenn Clarke provided an update of the Safe Welcome initiative funded by the Ministry of Education to ensure schools remain locked during school hours with video monitoring and secure remote access controls through the school

administrators. Staff expect to issue a request for proposal next week with tender closing late November and work to be completed by March break in all 41 elementary schools. There will be comprehensive rules and procedures in place. He also indicated that the system will be enhanced by installing card/fob readers once the safe welcome systems are in place; which is not funded by the Ministry initiative.

Trustee Salmon noted that the St. Charles school community has welcomed the security camera which addresses a security issue at the school related to the location of the office.

Chair Ferguson spoke on behalf of trustees to say that they look forward to the implementation of the Safe Welcome program which will be an added tool to ensuring the well-being of students, staff, volunteers, and visitors in our Catholic schools. He also commended the Ministry of Education for providing the funding to ensure the safety of our Catholic school communities.

**4) Report 9. 4) 13-2013: Update and Analysis on Enrolment**

Glenn Clarke, Controller of Plant highlighted key changes in enrolment from last year, to projections and current enrolment, noting an overall increase in elementary enrolment and a decrease in secondary which reflects the decline in past years at elementary. He also explained that the boundary reviews completed last year have impacted enrolment at the respective schools this year with very few students leaving the Catholic system. Schools that continue to experience declining enrolment are following an on-going pattern of a larger number of grade eight students graduating out than kindergarten students entering elementary schools.

At the secondary level it was noted that a decline at Jean Vanier Catholic High School is directly related to a change in programme offerings; and that retention from grade eight to grade nine at St. Dominic Catholic Secondary School in Bracebridge has improved.

Trustee Shawn Cooper inquired about exit interviews which is a practice of other boards, as was discussed by trustees in attendance at the Ontario Catholic School Trustees' Association (OCSTA) regional meeting earlier this week. Staff advised that some exit surveys have been done at secondary and that information will be used to survey at grade eight.

Trustees requested that discussion and study begin on accommodations at Foley and Our Lady of Mercy Catholic elementary schools. Staff will bring information and options to the board for further discussion.

**5) Report 9. 5) 13-2013: Staffing Update**

Darren Schmidt, Superintendent of Human Resources provided an update on the impact of enrolment on staffing. The increase in elementary enrolment generated 20.5 full time equivalent (fte) or 25 actual teaching positions; two additional vice-principals; 4 designated early childhood educators (DECE) and a slight increase to

office & clerical hours. Changes to custodial are pending the outcome of classroom reorganization and determination of adjustments in square footage being utilized.

The Ministry funds full day kindergarten at 75% of estimates that the board submitted three years ago. The other 25% must be funded by the Board. Any additional FDK enrolment beyond those estimates must be fully funded by the school board. This year the board has 4 additional FDK classes than what was projected with the Ministry of Education. Those additional students must be funded by the board which includes a .5 teacher and a DECE. Once FDK is fully implemented in year five, the Ministry of Education has committed to full funding through the Grants for Student Needs (GSNs) allocation.

Chair Ferguson, on behalf of the Board of Trustees, extended appreciation to board staff and the union representatives who have been working collaboratively to ensure our staff are deployed effectively to support the improvement of student achievement and well-being.

#### **Minutes – Special Education Advisory Committee**

##### **i) Minutes – Meeting #08 – Wednesday, June 19, 2013**

The minutes were provided to trustees for information.

#### **10. ROUTINE**

##### **1) Approval of Minutes – Board Meetings**

##### **i) Minutes – Meeting #12 – Wednesday, September 11, 2013**

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

#### **11. TRUSTEE ENQUIRIES**

In response to an inquiry about tracking “trustee enquiries”, it was confirmed that the enquiries will migrate to the Education Leadership Council (ELC) agenda as a standing item, noting a lead ELC member, and will be reflected in Board minutes, so that trustees can turn their minds to that section of the minutes prior to approving them.

There have been several inquiries to trustees regarding fundraising and who is responsible to assign how fundraising dollars are spent. Staff confirmed that a review of the fundraising policy which began at Board Policy Review Committee in the spring will continue this fall. Once the review is complete, training will be provided to staff and Catholic School Community Councils (CSCC). The board currently operates according to Ministry of Education guidelines that came into effect in 2001. The regional internal audit team also completed an internal audit of school generated funds and will bring a report forward to the next Audit Committee meeting.

Director of Education, Brian Beal, advised that the issue can be raised at the commissioning services which will spark subsequent training and an invitation to CSCCs. He noted that fundraising dollars come from our families and they deserve good stewardship of those funds, as well as to protect volunteers and administrators.

Superintendent of Education, Ab Falconi noted that the current fundraising policy and procedures are working well in most schools.

Trustee Francis Smith asked for an update on the pending demolition of the surplus Guardian Angels Catholic school facility which is located on church property and will eventually be repurposed by the parish. The board has put the project to tender and will open bids on October 3<sup>rd</sup>. The board is working with the parish community to return the site to useable land. The demolition is expected to be completed this fall after which the site will be left to settle and then the parish can get their plans underway in the spring of 2014.

The Board Chair will follow up with the President of OCSTA regarding a formal response on behalf of Catholic District School Boards to the one school system discussions on the Ontario Liberal Party website “Common Ground”.

**12. ITEMS OF INTEREST**

Trustee Catherine MacDonald reported on three items of interest that she heard at the OCSTA regional meeting earlier this week: dress code at elementary panel; student senates at elementary panel; and elementary enrolment.

Trustee Carol Corriveau-Truchon suggested that trustees take ten minutes to speak to CSCC chairs about chairing a meeting and the consensus model of decision making, during the last half hour of the CSCC Commissioning regional meetings. Speaking notes could be provided.

Trustees discussed the Board’s past practice of using motions for decision making and trustees felt the consensus model works well today.

**13. CORRESPONDENCE**

A list of correspondence was provided to trustees.

**14. MEETING SCHEDULE**

Tuesday, October 08, 2013	Discipline Committee - <b>cancelled</b>	7:00 p.m.
Thursday, October 10, 2013	Audit Committee	6:00 p.m.
Wednesday, October 16, 2013	Supervised Alternative Learning (SAL) – <b>new time</b>	1:00 p.m.
Wednesday, October 16, 2013	Board Policy Review Committee #05	7:00 p.m.
Tuesday, October 22, 2013	Discipline Committee	7:00 p.m.
Wednesday, October 23, 2013	SEAC	5:30 p.m.
Wednesday, October 23, 2013	Board Meeting #14	7:30 p.m.

*at St. Theresa’s Catholic High School, Midland*

Staff will look at modifying or rescheduling the SEAC meeting to accommodate the board meeting in Midland on October 23<sup>rd</sup>.



Trustees were polled for a date to hold their annual Christmas gathering and set the date for Sunday December 1<sup>st</sup>, with further information to follow.

**15. PRIVATE SESSION**

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

The Board of Trustees has endorsed the Director of Education's decision to cancel the Patrick Fogarty Catholic Secondary School mission trip to Kenya.

**17. NEXT MEETING**

Board Meeting #14:	Wednesday, October 23, 2013	7:30 p.m.
	<i>at St. Theresa's Catholic High School, Midland - Library</i>	
Agenda Deadline Date:	Wednesday, October 16, 2013	4:30 p.m.

**18. ADJOURNMENT**

*Consensus of the Board of Trustees was obtained to rise from private session at 10:08 p.m.*

**19. CLOSING PRAYER**

Trustee Shawn Cooper led the closing prayer.