

REGULAR BOARD MEETING

Tuesday, March 25, 2003

4:00 p.m.

Minutes

Trustees Present: Chairperson - W. Goetz Vice-Chairperson - Norm Bethune
Members - M. Lemme, D. Slosser, J. Vanhaelemeesch, C. Zettel

Student Reps: C. Breckon

Board Officials: P. Cureton, C. Colton, B. MacPherson, P. Morley, J. Sheppard

Regrets: S. Goetz (Student Representative)

Recording Secretary: A. Dietz

- A. 1) The Board was led in prayer by Mike Lemme.
2) Adoption of the Agenda

03-038 *Motion By: Dave Slosser* and seconded by *Mike Lemme* that the Agenda for the Regular Board Meeting on March 25, 2003 be accepted as printed.

Carried

- 3) **Conflict of Interest** ~ *None were declared*

B. Approval of Minutes

03-039 *Motion By: Norm Bethune* and seconded by *Dave Slosser* that the Minutes of the Regular Board Meeting held on February 25, 2003 be approved as printed.

Carried

C. Committee of the Whole Report

03-040 *Motion By: Norm Bethune* and seconded by *Mike Lemme* that the Board approve the Staff Report J.S. 2003-03-25 and the recommendations contained therein.

Carried

03-041 *Motion By: Norm Bethune* and seconded by *Dave Slosser* that the Board approve the Demutualization settlement with OECTA in the amount of \$150,000 and the board's release from any future actions or obligations, with the understanding that OECTA will repay \$41,704 in dues overpayment.

Carried

D. **DELEGATIONS / SUBMISSIONS / EDUCATIONAL PRESENTATIONS**

1. **Memorial Trust proposal** *Jim Sheppard*
- as a result of demutualization, employee groups have been accepting settlement of various amounts of money
 - the non-union group has agreed to establish a memorial trust scholarship in recognition of any employees or students who during course of employment or school year have passed away due to illness or accident
 - the scholarship will be made available only to graduates of Sacred Heart High School for the first 5 years (2003-2007); after 2007 all graduates from BGCDSB secondary schools will be eligible
 - the criteria for the award is based on the graduate expectations
 - Jim asked if the Board would be interested in matching the initial contribution (\$6425), bringing the total fund to a value of \$12,850. with the first award (approx. \$400) being presented in 2003

<p>03-042 <i>Motion By: Dave Slosser</i> and seconded by <i>Mike Lemme</i> that the Board contribute \$6425 to the scholarship known as the Memorial Trust to match the contribution from the non-union employee group.</p> <p style="text-align: right;"><i>Carried</i></p>

2. **Screening Program for Volunteers** *Jim Sheppard*
- for sometime now employees have been required to provide Criminal Background Checks
 - we are now in the process of developing a program for Criminal Background Checks for service providers, i.e. volunteers
 - the program will allow principals to go through a screening process with volunteers to determine the suitability of the volunteer in a particular position and to ensure students are protected
 - the key aspects: determining risk levels (low risk, medium risk, high risk) forms the basis of the screening the individual will go through
 - some volunteers would simply provide an information sheet (for low risk)
 - medium risk volunteers - 2nd level of screening - have an interview with the principal, complete a volunteer information form and provide references
 - high risk volunteers - interview and reference check as well as a police check
 - volunteers involved in high risk situations will be required to complete an offence declaration annually
 - the cost of the Criminal Background Check will be the responsibility of the school, with one exception, volunteers who accompany students on year-end excursions do not pay for the class trip so we expect the individual to absorb the fee of the Criminal Background Check
 - we are in the process of developing a brochure for volunteers, explaining the process involved
 - volunteers who are currently in the schools (prior to 2003) are exempt from the screening process
3. **Health and Safety Annual Report** *Jim Sheppard*
- Jim provided a brief report indicating the background of the committee
 - the committee, which is mandated by legislation, meets on a regular basis to do inspections of the workplace on a rotational basis
 - minutes of the meetings are reviewed by Sr. Administration and are then forwarded to the schools
 - Highlights of Activities in 2002 include:
 - training was provided to school custodians in Fall Arrest, Working at Heights and Back

Care

- a comprehensive review of School Shops was conducted
- Safety Videos were circulated to custodians as part of on-going training
- Custodians received an in-depth training session on Material Safety Data Sheets
- Principals received a half-day training program on their responsibilities under the Occupational Health and Safety Act.
- Jim outlined some initiatives for 2003 such as looking at trips, slips and falls, and also doing some training in non-violent crisis intervention techniques
- The School Board's Co-operative manages our insurance claims (WSIB claims)
- this Board has exhibited a positive financial and statistical performance for which Jim commends Joyce Benninger. Joyce ensures that reports are submitted on a timely basis and is devoted to the success of Health and Safety programs.
- the Frequency of Claims and Lost Time Frequency for our Board is better than average

4. **OSSLT Curriculum Connections** *Bruce MacPherson*

- Bruce thanked the Board members for their input re the Board Improvement Plan
- Bruce mentioned that he held a meeting with secondary principals and took a closer look at the board plan, making a number of additions:
 - added grade 10 OSSLT performance target - by the end of 2005 our board will be at or above the provincial level
- the Board will provide release time for intermediate teachers to meet with secondary teachers to focus on the 4 types of writing used on the OSSLT
- the Board will provide copies of the OSSLT Curriculum Connections to all principals
- the Board will provide bussing for students participating in remediation prior to writing the OSSLT
- the Board will identify and provide effective literacy assessment tools
- Bruce mentioned that there have been discussions about situations that occur when students do not pass the grade 10 literacy test - initially they were provided the opportunity to re-write the test but this has changed. Today, CODE announced that they are endorsing the Minister of Education's announcement supporting the At-risk Working Group's report "A Successful Pathway for Every Student". A grade 12 literacy course developed at the provincial literacy standard will allow students an alternative method to demonstrate their literacy skills. This alternative will allow more students to graduate from Ontario schools and to move successfully to a post-secondary destination.

5. **Cheque Register, February 2003** *Cathy Colton*

<p>03-043 <i>Motion By: Norm Bethune</i> and seconded by <i>Mike Lemme</i> that the Cheque Register to February 28, 2003 be approved as printed.</p> <p style="text-align: right;"><i>Carried</i></p>
--

6. **Trustee Elections 2003** *Cathy Colton*

- Cathy shared information regarding Trustee Determination and Distribution for the next election
- The Board will continue to have six trustees
- based on discussion from a previous meeting, Cathy outlined the six Areas/Wards in which the Trustees will be elected.

<p>03-044 <i>Motion By: Dave Slosser</i> and seconded by <i>Mike Lemme</i> that the Board not voluntarily reduce the number of trustees below the Determination calculation provided by Ontario Regulation 412/00.</p> <p style="text-align: right;"><i>Carried</i></p>

03-045 *Motion By: Dave Slosser* and seconded by *Norm Bethune* that the Board **not** designate any municipality within the Board’s area of jurisdiction as a low population municipality.
Carried

03-046 *Motion By: Dave Slosser* and seconded by *Mike Lemme* that the Board approve the Distribution of Trustees, as presented by Cathy Colton.
Carried

7. **Policy on Travel Allowances** *Cathy Colton*
- the draft Policy on Travel Allowances has been presented at a previous board meeting
 - since that time the draft has been shared with affected employees and employee groups
 - this is a simplified version of the previous policy
 - same survey as we used in the past will be conducted annually
 - one kilometre rate will be used for all employees who travel

03-047 *Motion By: Mike Lemme* and seconded by *Jules Vanhaelemeesch* that the Board approve the revisions to the Policy on Travel Allowances, as presented.
Carried

8. **Ontario Education Number (OEN)** *Patrick Cureton*
- Patrick provided an update on the Ontario Education Number (OEN)
 - the OEN is a student identification number for each elementary and secondary student in Ontario
 - Newfoundland is the only province without a provincial student number
 - Patrick distributed an information brochure for Parents and Students
 - every student in the province will receive a unique 9 digit code, randomly assigned, and tied to stable information about the student (name, gender, date of birth)
 - the OEN offers availability to track students and also facilitate the collection and analysis of accurate and timely data about Education in Ontario
 - we have completed a batch file submission for all our elementary students, now giving us a unique number for each student
 - SMHS has just submitted the batch file and SHHS will be doing so shortly
9. **OYAP Video** *Patrick Cureton*
- OYAP is a program in which we have partnered with Bluewater DSB for a number of years
 - OYAP is somewhat new in that it allows students at secondary school level to get apprenticeship hours
 - Patrick shared a video entitled “Go For It” which showed a number of students at various Co-op Placements - the students emphasized what a great experience it was. It reassured many of them that they would like to pursue a certain career and in other situations, it proved to students that the career they thought they would choose was really not right for them.

E. INFORMATION and REPORTS

–For Information Only:

1. **Press Release from Premier’s Office**
- \$150 M to renovate schools and support education in small, rural and northern schools

2. **OCSTA:**
 - Press Release ~ Catholic Trustees Decry Delegates' Behaviour
 - Copyright Issues
3. **Ontario Conference of Catholic Bishops:**
 - Grade 12 Religion Courses
4. **Correspondence from Other School Boards/Organizations:**
 - Saugeen First Nation ~ selection of Trustee representative
 - Ontario Student Trustees' Association ~ goals for the upcoming year
 - Grey-Bruce Heart Health ~ "The Beat Goes On" award
5. **Internal Reports:**
 - *News from Our Schools*, March 2003
 - Excursion, Field Trips, Outdoor Education Trips ~ submitted from February 1-28, 2003
6. **Thank You Notes:**
 - Kincardine Power and Sail Squadron ~ for use of St. Anthony's School
 - Pat Halpin ~ Bereavement

F. NOTICES OF MOTION

G. CHAIR's REMARKS

H. FUTURE BUSINESS

Next Committee of the Whole Meeting

April 8, 2003 @ 2:30 p.m.

Next Regular Board Meeting (and Committee of the Whole)

April 22, 2003 @ 4:00 p.m.

I. ADJOURNMENT

03-048 Motion By: *Norm Bethune* and seconded by *Mike Lemme* that the Regular Board Meeting be adjourned at 5:16 p.m.

Carried

William Goetz
Chairperson of the Board

Patrick Cureton
Director of Education and Secretary