

**REGULAR BOARD MEETING**

**Tuesday, April 22, 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: S. Goetz

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

Regrets: C. Breckon

Recording Secretary: A. Dietz

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

**03-063** *Motion By:* Jules Vanhaelemeesch and seconded by Dave Slosser that the Agenda for the Regular Board Meeting on April 22, 2003 be accepted as printed.

*Carried*

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

**B. Approval of Minutes**

**03-064** *Motion By:* Jules Vanhaelemeesch and seconded by Mike Lemme that the Minutes of the Regular Board Meeting held on March 25, 2003 be approved as printed.

*Carried*

**C. Committee of the Whole Report**

**03-065** *Motion By:* Norm Bethune and seconded by Dave Slosser that the Board approve the Staff Report J.S. 2003-04-08 and the recommendations contained therein.

*Carried*

**03-066** *Motion By:* Norm Bethune and seconded by Mike Lemme that the Board approve the Staff Report J.S. 2003-04-22 and the recommendations contained therein.

*Carried*

**03-067**     *Motion By: Norm Bethune* and seconded by *Jules Vanhaelemeesch* that the Board approve the recommendations regarding the Teacher Exchange Program, as presented.

*Carried*

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

1.     **St. Mary's High School - Video Presentation** . . . . . *Patrick Cureton*
  - Patrick welcomed Denise Butennaar, a teacher of computer courses at St. Mary's High School. Recently, the Grey County Historical Society sang the praises of St. Mary's High School, not only for their winning entry of "The Egg" in the Society's Sesquicentennial Video Contest, but for the warm welcome that was extended to the Historical Society when entering the school.
  - Denise presented the video entitled "The Egg" and explained how the students came up with the idea for their production.
  - Denise mentioned that the video equipment is being used for special events and announcements. It is a great tool and the students are having a lot of fun with it. She thanked the Board for providing this excellent equipment.
  - Chairperson Bill thanked Denise for her presentation.
  
2.     **Policy and Procedure on Volunteer Screening** . . . . . *Jim Sheppard*
  - Jim Sheppard presented the final version of the Policy and Procedure for Volunteer Screening
  - the policy is very similar to the last time it was presented to the Board, with the most significant change being entitled Vulnerable Sector Screening Check as opposed to Criminal Background Check. A Criminal Background Check is a very basic check form while the Vulnerable Sector Screening Check will reveal convictions that have been pardoned. All volunteers in high risk positions will be required to obtain a Vulnerable Sector Screening Check.

**03-068**     *Motion By: Norm Bethune* and seconded by *Dave Slosser* that the Board accept the Policy and Procedure on Volunteer Screening, as presented.

*Carried*

3.     **Policy and Procedure on Criminal Background Checks/Vulnerable Sector Screening - Employees** . . . . . *Jim Sheppard*
  - Regulation 521 specifies that the Board ask all employees to provide a Criminal Background Check. Jim mentioned that we have provided employees the opportunity to do this through a batch process and information has been sent to the Ontario Education Services Corporation (OESC)
  - the Board is already compliant in this matter
  - for new employees not covered by our collective agreements, we will use the higher level of security, the Vulnerable Sector Screening Check (VSSC)
  - OESC has put forth an emergency provision - if we need to put an employee in place quickly, we could have the employee complete an Offence Declaration pending receipt of the VSSC
  
4.     **Policy and Procedure on Criminal Background Checks - Service Providers** . . . *Jim S.*
  - Regulation 521 specifies that Service Providers are required to provide a Criminal Background Check, not the VSSC

- where we are permitted to ask for higher level of security checks, we will do so as per the direction from the OESC

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

**03-069**     *Motion By: Jules Vanhaelemeesch* and seconded by *Mike Lemme* that the Cheque Register to March 31, 2003 be approved as printed.  
*Carried*

6. **Secondary Average Class Size: 2002-03** ..... *Cathy Colton*

- the Board is required to make this report public and submit it to the Ministry by the end of April
- the Average size of the board’s secondary school classes, in the aggregate is 21.98

7. **Monthly Enrolment ~ March Report** ..... *Cathy Colton*

- March is key enrolment date for grant purposes
- when comparing numbers to Revised Estimates from November, we are up 20 for elementary school enrolment and down 8 for the secondary panel
- still better off in March than anticipated

8. **School Year Calendar** ..... *Bruce MacPherson*

- Bruce presented a shortened version of the School Year Calendar for 2003-2004

**03-070**     *Motion By: Dave Slosser* and seconded by *Mike Lemme* that the Board approve the School Year Calendar for the year 2003-2004 as recommended by the Bi-Board School Year Calendar Committee.  
*Carried*

**E. INFORMATION and REPORTS**

–For Information Only:

- Correspondence from Office of the Minister of Education:**
  - Education Week 2003
- Bishop of Hamilton:**
  - Approval of Course Director for Religious Education Part III
- Correspondence from Other School Boards/Organizations:**
  - Owen Sound & Area Family Y - use of St. Joseph’s School for the First Base Program
- Internal Correspondence/Reports:**
  - Steve Peck, St. Mary’s High School re Catholic Education Week
  - Statistics for the Bluewater Regional Science and Technology Fair 2003
  - Minutes of Joint Health and Safety Committee Meeting, April 10, 2003
  - News from Our Schools, April 2003
  - Excursion, Field Trips, Outdoor Education Trips: March 1-31/03
- Thank You Notes:**
  - Sacred Heart Girls Hockey Team ~ OFSAA Championship

Jim presented posters that have been designed by Kim Denstedt in an attempt to make the

public aware of Catholic Graduate Expectations. The posters incorporate photos of some of our students along side the list of Catholic Graduate Expectations. These posters will be taken along when recruiting new staff. We first presented these posters to our principals at a workshop with CPCO. The presenters were from Eastern Ontario and Kingston and were very impressed with the posters and requested copies of same.

**F. QUESTIONS / COMMENTS by TRUSTEES**

- Bill suggested the Board prepare a congratulatory letter to the OFSAA Championship hockey team

**G. NOTICES OF MOTION**

**H. CHAIR's REMARKS**

Bill mentioned that there are a variety of workshops being presented at the AGM in Sudbury. He has requested that each trustee select a different workshop and bring a report back to the Board.

**I. FUTURE BUSINESS**

Next Committee of the Whole Meeting

**May 13, 2003 @ 2:30 p.m.**

Next Regular Board Meeting (and Committee of the Whole)

**May 27, 2003 @ 4:00 p.m.**

**J. ADJOURNMENT**

**03-071 Motion By:** *Norm Bethune* and seconded by *Mike Lemme* that the Regular Board Meeting be adjourned at 5:05 p.m.

*Carried*

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William Goetz  
Chairperson of the Board

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Patrick Cureton  
Director of Education and Secretary