

REGULAR BOARD MEETING

Tuesday, September 28, 2004

4:00 p.m.

Minutes

Trustees Present: Chairperson - N. Bethune Vice-Chairperson - W. Goetz
Members - S. Finnie, F. Gross, D. Slosser, J. Vanhaelemesch
Board Officials: P. Cureton, C. Colton, B. MacPherson, P. Morley, S. White
Student Trustees: L. Batte, M.R. Hillyer
Recording Secretary: A. Dietz

- A. 1) The meeting commenced with prayer led by Sam Finnie.
2) Adoption of the Agenda

04-178 Motion By: *Francis Gross* and seconded by *Sam Finnie* that the Agenda for the Regular Board Meeting on September 28, 2004 be accepted as printed.
Carried

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

B. Approval of Minutes

04-179 Motion By: *Sam Finnie* and seconded by *Jules Vanhaelemesch* that the Minutes of the Regular Board Meeting held on August 24, 2004 be approved as printed.
Carried

C. Committee of the Whole Report

04-180 Motion By: *Bill Goetz* and seconded by *Jules Vanhaelemesch* that the Board approve the Staff Report S.W. 2004-09-14 and the recommendations contained therein.
Carried

04-181 Motion By: *Bill Goetz* and seconded by *Francis Gross* that the Board approve the use of Hillyer Hall for the St. Mary's Anniversary Celebration in May 2005.
Carried

04-182 Motion By: *Bill Goetz* and seconded by *Sam Finnie* that the Board apply for funds to support the Tutors in the Classroom program, as presented.
Carried

<p>04-183 <i>Motion By:</i> <i>Bill Goetz</i> and seconded by <i>Dave Slosser</i> that the Board approve the Staff Report S.W. 2004-09-28 and the recommendations contained therein. <i>Carried</i></p>
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D. DELEGATIONS / SUBMISSIONS / EDUCATIONAL PRESENTATIONS

1. **CAT 3 Presentation** (*Catherine Penner*) *Bruce*
 - Bruce welcomed Catherine, Board Pshychometrist, who has been instrumental in implementing the Board’s Literacy initiatives
 - Catherine mentioned that in order to establish a baseline for future classes, Grade One students were tested
 - in the Spring of 2004 a total of 171 students were assessed using the CAT 3 test
 - Catherine was pleased to report that the majority of our Grade 1's are scoring well above the Canadian norm for reading and language
 - our emphasis on literacy in the early grades is showing success

2. **Cheque Register, August 2004** (*motion*) *Cathy*

<p>04-184 <i>Motion By:</i> <i>Francis Gross</i> and seconded by <i>Jules Vanhaelemesch</i> that the Cheque Register to August 31, 2004 be approved as printed. <i>Carried</i></p>

3. **Trust Funds Annual Report** *Cathy*
 - the annual report shows the position we were in at end of August
 - our standard practice is to invest a portion of the interest with the remainder being paid out in awards
 - we now have \$965,000 in trust funds

<p>04-185 <i>Motion By:</i> <i>Dave Slosser</i> and seconded by <i>Sam Finnie</i> that the Board accept the recommendations contained in the Trust Fund Scholarship/Investment Proposal report, as presented. <i>Carried</i></p>

4. **School Generated Funds Annual Report** *Cathy*
 - board policy states that each September the board will receive a Consolidated Report of School Generated Funds – fund raising money, hotdog money, money in and out for school trips, etc.
 - the Ministry has mandated that all boards adopt the Public Sector Accounting Board Standards which will standardize the accounting in each of our schools
 - School Council bank accounts will be closed and each school will operate just one account for all funds

5. **Learning Opportunities Grant Report** *Cathy*
 - requirement from EDU - new accountability framework
 - Bruce-Grey will receive a total of \$37,000 which will be spent on 4 programs: Writing PD for Teachers Grade 1-3; Early Literacy/Writing PD for Teachers JK/SK; School Community PD in the area of Student Homework and an Additional Early Literacy Resource Teacher

6. **Accessibility Annual Report** *Cathy*
- Cathy thanked Sam for his earlier report in which he provided background of the Accessibility Committee
 - Cathy provided a brief overview of the Plan, listed the barriers as seen by the committee and explained how they will try to overcome these problems
 - the committee will form a board policy on Accessibility
 - future meetings will be held at various facilities
 - Cathy would like to have a student trustee join the committee

04-186 *Motion By: Sam Finnie* and seconded by *Francis Gross* that the Board accept the Annual Accessibility Plan, as presented.

Carried

7. **Three-year plan for review of policies (motion)** *Patrick*

04-187 *Motion By: Dave Slosser* and seconded by *Jules Vanhaelemeesch* that the Board approve the three-year plan for review of policies, as presented.

Carried

8. **Policy Format (motion)** *Patrick*

- the new policy format includes References to Ministry Policy/Documents, Regulations, etc. and Related forms/procedures which are typically board originated documents

04-188 *Motion By: Dave Slosser* and seconded by *Francis Gross* that the Board approve the new policy format, as presented.

Carried

9. **Policy Review: E-mail Use (motion)** *Patrick*

04-189 *Motion By: Jules Vanhaelemeesch* and seconded by *Dave Slosser* that the Board approve the Policy on Use of E-mail, as presented.

Carried

10. **Policy Review: Non-Owned Automobile Liability Insurance (motion)** *Patrick*

04-190 *Motion By: Francis Gross* and seconded by *Dave Slosser* that the Board approve the Policy on Non-Owned Automobile Liability Insurance, as presented.

Carried

11. **Policy Review: Occupational Health and Safety (motion)** *Patrick*

04-191 *Motion By: Jules Vanhaelemeesch* and seconded by *Sam Finnie* that the Board approve the Policy on Occupational Health and Safety, as presented.

Carried

12. **Administrative Procedure: Occupational Health and Safety** *Patrick*

13. **Policy Review: Teacher Performance Appraisal** (*motion*) *Patrick*
- this is a new policy needed to support documentation of TPA as mandated by the Ministry of Education
 - policy has been circulated to principals for their feedback
 - Performance Appraisal model will be implemented immediately upon approval

04-192 *Motion By:* *Dave Slosser* and seconded by *Sam Finnie* that the Board approve the Policy on Teacher Performance Appraisal, as presented.
Carried

14. **Policy Review: Assault Against A Staff Member Or A Student** (*motion*) *Patrick*

04-193 *Motion By:* *Jules Vanhaelemesch* and seconded by *Francis Gross* that the Board approve the Policy on Assault Against a Staff Member or a Student, as presented.
Carried

15. **Policy Review: Specialist Certificate** (*motion*) *Patrick*

04-194 *Motion By:* *Sam Finnie* and seconded by *Dave Slosser* that the Board approve the Policy on Specialist Certification, as presented.
Carried

16. **Policy Review: Student Services Programmes** (*motion*) *Patrick*

04-195 *Motion By:* *Dave Slosser* and seconded by *Jules Vanhaelemesch* that the Board approve the Policy on Student Services Programmes, as presented.
Carried

17. **Policy Review: Role of Manager of HR** (*motion*) *Patrick*

04-196 *Motion By:* *Francis Gross* and seconded by *Sam Finnie* that the Board approve the Policy on the Role of the Superintendent or Manager of Human Resources, as presented.
Carried

E. INFORMATION and REPORTS

–Committee Reports

–For Information Only:

1. **Miscellaneous Correspondence:**

- Thunder Bay CDSB ~ Proposed Transportation Funding Formula
- Halton CDSB ~ Proposed Transportation Funding Formula
- Halton CDSB ~ “claw back” announcement relative to Special Education funding
- Autism Society Ontario ~ donation

2. **Internal Correspondence/Reports:**

- Results of the 2004 University of Waterloo Avogadro Chemistry Exam

3. **Letters of Appreciation / Thank You Notes:**

- Oliver Goll Scholarship ~ Rachel Schuett
- Expressions of Sympathy ~ Cathy Kelly & family, Ed King

F. **QUESTIONS / COMMENTS by TRUSTEES**

G. **NOTICES OF MOTION**

H. **CHAIR's REMARKS**

I. **FUTURE BUSINESS**

Next Meeting: **October 12, 2004**

~ Committee of the Whole Meeting

October 26, 2004

~ Committee of the Whole and Regular Board Meeting

J. **ADJOURNMENT**

04-197 Motion By: *Dave Slosser* and seconded by *Francis Gross* that the Regular Board Meeting be adjourned at 5:25 p.m.

Carried

Norm Bethune
Chairperson of the Board

Patrick Cureton
Director of Education and Secretary