



Kenora Catholic District School Board

We are a Roman Catholic school system dedicated to excellence in education, the Christian formation of youth, and meaningful partnerships with community and family.

Board Meeting Agenda

By order of the Chair, Frank Bastone, the regular meeting of the Kenora Catholic District School Board will be held **TUESDAY, January 10 2012**. The meeting will start at 6:00 p.m. at the Catholic Education Center. **The public meeting will commence at 7:00 p.m.** Video Conferencing will be available from St. John's Separate School in Red Lake.

AGENDA

1. **OPENING PRAYER**

2. **ROLL CALL**

3. **COMMITTEE OF THE WHOLE**

Recommendation:

THAT the Board resolve into Committee of the Whole and the meeting be closed to the public in accordance with the provisions of Section 207 (2) of the Education Act, R.S.O. 1990, c.E.2.

4. **DECLARATIONS OF PECUNIARY INTEREST**

5. **CONSIDERATION AND APPROVAL OF AGENDA**

Recommendation:

THAT the agenda be approved as presented/amended.

6. **CONFIRMATION OF MINUTES**

Recommendation: (Page 1)

THAT the minutes of the meeting of the Kenora Catholic District School Board of December 20, 2011 be approved as circulated/amended.

7. **BUSINESS ARISING FROM THE MINUTES**

8. **DELEGATIONS AND PRESENTATIONS**

8.1 Pope John Paul II School (M. Frankcom)

8.2 Culinary Arts Program (P. White)



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Board Meeting Agenda

9. **POLICY GOVERNANCE:**

9.1 Approval of Minutes

9.2 **Policy**

9.3 **Personnel**

9.4 **Property**

9.5 **Finance**

9.6 **Program**

9.6.1 2012 – 2013 School Year Calendar (**Page 12**)

Recommendation:

THAT the board approve the 2012 – 2013 school year calendar as presented.

9.7 **Negotiations**

9.8 **Other**

9.8.1 Trustee Twinning Report (**Page 13**)

9.8.2 Board Committee Report (**Page 14**)

10. **COMMITTEE OF THE WHOLE**

Recommendation:

THAT the Board accept the report of the Committee of the Whole and all recommendations contained therein.

11. **UNFINISHED BUSINESS**

12. **NEW BUSINESS**

12.1 Trustee Professional Development Modules

13. **INFORMATION**

13.1 Student Trustee Report



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Board Meeting Agenda

14. **FUTURE MEETINGS**

POLICY GOVERNANCE MEETINGS

February 7, 2012

March 6, 2012

April 3, 2012

May 1, 2012

June 5, 2012

REGULAR BOARD MEETINGS

February 21, 2012

March 22, 2012

April 17, 2012

May 15, 2012

June 19, 2012

SPECIAL BOARD MEETINGS

SPECIAL EDUCATION ADVISORY COMMITTEE

Friday, January 20, 2012 at St. Louis School at 1:30 p.m.

SCHOOL COUNCIL MEETINGS

St. John's Separate School – January 16, 2012 at 3:45 p.m.

École Ste-Marguerite Bourgeoys – Wednesday, January 18, 2012 at 7:00 p.m.

Pope John Paul II School – Tuesday, January 31, 2012 at 7:00 p.m.

St. Thomas Aquinas High School – Tuesday, January 30, 2012 at 7:00 p.m.

St. Louis School – Tuesday, February 14, 2012 at 7:00 p.m.

TRUSTEE TRAVEL / PROFESSIONAL DEVELOPMENT

OCSTA AGM Kingston – April 2012

KCDSB System Retreat – May 5, 2012 – Andy Lake Resort

OCSTA Trustee Professional Development in Kenora – May 2012

CCSTA AGM Sudbury – June 2012

15. **ADJOURNMENT**

Recommendation:

THAT the meeting adjourn at _____ p.m.



Kenora Catholic District School Board

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REGULAR BOARD MEETING ¹

**Meeting Report
December 20, 2011**

MEETING DATE:	December 20, 2011
LOCATION OF MEETING:	Catholic Education Center
SUBJECT OF MEETING:	Regular Board Meeting
CHAIR:	Mike Favreau
TRANSCRIBER:	Trina Henley
TIME OF MEETING:	8:00 p.m. – 8:07 p.m.

ATTENDED BY:

	INIT	ATTENDANCE	PERSON	TITLE
1.	AM	<input checked="" type="checkbox"/>	Alexa McKinnon	Superintendent Instructional Services
2.	AP	<input checked="" type="checkbox"/>	Andrew Poirier	Manager Operational Services
3.	BB	<input checked="" type="checkbox"/>	Brenda Bye	Trustee
4.	CD	<input type="checkbox"/>	Craig Debbo	Manager of Information Technology Services
5.	EB	<input checked="" type="checkbox"/>	Erica Bailey	Superintendent Administrative Services
6.	FB	<input checked="" type="checkbox"/>	Frank Bastone	Chair
7.	JK	<input checked="" type="checkbox"/>	Josie Kipling	Trustee
8.	BW	<input checked="" type="checkbox"/>	Beth Williams	Student Trustee
9.	LD	<input checked="" type="checkbox"/>	Laurie Duggan	Manager of Human Resource Services
10.	MC	<input checked="" type="checkbox"/>	Mary Cunningham	Assistant Superintendent School Effectiveness
11.	MF	<input checked="" type="checkbox"/>	Mike Favreau	Trustee
12.	PE	<input checked="" type="checkbox"/>	Phyllis Eikre	Director of Education
13.	PL	<input checked="" type="checkbox"/>	Paul Landry	Vice Chair
14.	TG	<input checked="" type="checkbox"/>	Teresa Gallik	Trustee
15.	TH	<input checked="" type="checkbox"/>	Trina Henley	Executive Assistant to the Director of Education
16.	VB	<input checked="" type="checkbox"/>	Vaughn Blab	Trustee (Available via videoconferencing from Red Lake)

AGENDA

- OPENING PRAYER** - Sister Maria Ciccarelli led the trustees through an opening prayer entitled Advent Trustees Prayer Service.
- ROLL CALL** – All Trustees Present and accounted for.



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REGULAR BOARD MEETING ²

Meeting Report
December 20, 2011

3. COMMITTEE OF THE WHOLE

Motion #135 Moved by Paul Landry
Seconded by Brenda Bye

Recommendation:

THAT the Board resolve into Committee of the Whole and the meeting be closed to the public in accordance with the provisions of Section 207 (2) of the Education Act, R.S.O. 1990, c.E.2.

4. DECLARATIONS OF PECUNIARY INTEREST - NIL

5. CONSIDERATION AND APPROVAL OF AGENDA

Motion #119 Moved by Frank Bastone
Seconded by Teresa Gallik

Recommendation:

THAT the agenda be approved as amended.

Carried.

6. REPORT OF THE NOMINATIONS COMMITTEE

Motion #120 Moved by Mike Favreau
Seconded by Vaughn Blab

Recommendation:

THAT the Board accept the report of the Nominations Committee as presented.

Carried.

7. SELECTION OF SCRUTINEER

Motion #121 Moved by Frank Bastone
Seconded by Josie Kipling

Recommendation:

THAT Andrew Poirier and Erica Bailey be appointed scrutineers in the event an election by ballot is required.

Carried.



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REGULAR BOARD MEETING ³

Meeting Report
December 20, 2011

8. ELECTION OF CHAIRPERSON

Phyllis Eikre, Director of Education submitted two names for the position of Chair. Teresa Gallik and Frank Bastone. Eikre then called for further nominations from the floor three times. Hearing non, she declared the nominations closed. A vote by secret ballot was undertaken by all Trustees and Frank Bastone was voted in by a majority vote. Trustee Frank Bastone was elected as Chair.

9. ELECTION OF VICE-CHAIRPERSON

Phyllis Eikre, Director of Education submitted two names for the position of Vice Chair. Paul Landry and Brenda Bye. Eikre then called for further nominations and Teresa Gallik put forth her name for Vice Chair. Eikre then called for further nominations twice more. Hearing no more nominations, she declared the nominations closed. A vote by secret ballot was undertaken and there was a tie vote between Teresa Gallik and Paul Landry. Another secret ballot vote was undertaken by all Trustees and Paul Landry was voted in by a majority vote. Trustee Paul Landry was elected as Vice Chair.

10. BALLOTS

Motion #122 Moved by Mike Favreau
Seconded by Brenda Bye
Recommendation:
THAT all ballots be destroyed.

Carried.

11. PRESENTATION OF THE GAVEL AND OPENING REMARKS

Phyllis Eikre offered her congratulations and presented the gavel to the newly elected Chair Frank Bastone, who then assumed the role of Chair for the remainder of the meeting.

Frank Bastone offered his acceptance speech: It is my honor and privilege to serve as Chair of the Kenora Catholic District School Board for the next year. I thank my fellow trustees for their vote of confidence. This past year has been one marked by significant positive change for our Catholic school system in Kenora and Red Lake.

The Kenora Catholic District School Board is vibrant and growing with a focus on Catholicity, communication, increasing student achievement and striving for excellence. Under Phyllis' guidance, and with the commitment of a strong administrative team and dedicated teaching and support staff, our Catholic school system will continue to nurture souls and build minds.

Our Catholic schools belong to all of us who value and support an education system for our young people that teaches them about life and it's meaning from within the context of our Catholic faith. Catholic education is a gift from God and we must all do our part to nurture and protect that gift.

I am proud to work with such an amazing group of trustees, staff, students and parents and look forward to another successful year. I am happy to have been blessed with this opportunity.



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REGULAR BOARD MEETING

**Meeting Report
December 20, 2011**

15. CONFIRMATION OF MINUTES

Motion #123 Moved by Brenda Bye
Seconded by Mike Favreau

Recommendation:

THAT the minutes of the meeting of the Kenora Catholic District School Board of November 15, 2011 be approved as circulated/amended.

Carried.

Motion #124 Moved by Josie Kipling
Seconded by Teresa Gallik

Recommendation:

THAT the minutes of the Special Board meeting of the Kenora Catholic District School Board of November 22, 2011 be approved as circulated/amended.

16. BUSINESS ARISING FROM THE MINUTES

17. DELEGATIONS AND PRESENTATIONS

17.1 Greetings from the Schools & the Ontario English Catholic Teachers Association

17.1.1 Pope John Paul II School

Maureen Frankcom, Principal of Pope John Paul II School congratulated the trustees and thanked them for their service in Catholic education over the past year. Frankcom stated that the board has gone through a tremendous amount of growth with vision, dedication and a rebranding of the board's logo. Frankcom thanked the trustees for their dedication and shared that their vision is a gift to the schools.

17.1.2 École Ste-Marguerite Bourgeoys

Phyllis Eikre, Director of Education read this scripted message prepared by Carlos Sivla, Principal of École Ste-Marguerite Bourgeoys: In my name and in the name of the whole École Ste-Marguerite Bourgeoys community, I thank all the Board members for your dedication and strong support for Catholic Education and congratulate Frank Bastone as the new Chair and Paul Landry as the new Vice Chair. Best wishes for a Joyeux Noel and a very happy 2012 to you and your family.

17.1.3 St. Louis School

Trudy Cederwall, Principal of St. Louis School shared that it was a pleasure to represent the staff, students and community of St. Louis School. She congratulated the new Chair and Vice Chair on their election and stated that there is no better time for an election than the advent season and with the lighting of the 4 candles it's symbolic of the 4 gifts of peace, joy, love and hope. She stated



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REGULAR BOARD MEETING

**Meeting Report
December 20, 2011**

that the trustees bring those gifts to the schools. Cederwall shared that there is a wealth of talent and gifts around the trustee table.

17.1.4 St. John's Separate School

Phyllis Eikre, Director of Education read this scripted message provided by Suzanne Chartier-White: St. John's School thank you for your ongoing support and congratulations to Frank Bastone and Paul Landry. Best wishes for a very Merry Christmas and all the best for 2012.

17.1.5 St. Thomas Aquinas High School

Paul White, Principal of St. Thomas Aquinas High School stated that on behalf of himself and Beth Williams, Student Trustee they extend their congratulations to the new Chair and Vice Chair. White stated that they are very honored to have a great trustee group. White stated that he's very happy with how things have grown and improved over the recent years and that the trustees always keep student achievement at the forefront of their decision making. White stated that during this time of advent his wish is that everyone will continue to walk in the light of Christ and share the gift of Catholic education with everyone in the community.

17.1.6 OECTA

Dean Demers, OECTA President shared congratulations on behalf of the Catholic school teachers. Demers stated that he's looking forward to rejoicing in Catholic values and working together in the journey in excellence in Catholic education in the New Year.

18. **POLICY GOVERNANCE:**

18.1 **Policy Governance Committee**

Motion #125 Moved by Paul Landry
Seconded by Frank Bastone

Recommendation:

THAT the report of the Policy Governance Committee meeting of Tuesday December 6, 2011 be approved as circulated/amended.

Carried.



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REGULAR BOARD MEETING ⁶

Meeting Report
December 20, 2011

18.2 Policy

18.2.1 Policy #6 Role of the Trustee

Motion #126 Moved by Mike Favreau
Seconded by Paul Landry

Recommendation:

THAT the board accept the revisions to Policy #6 Role of the Trustee effective immediately.

Carried.

18.2.2 Policy #7 Role of the Board Chair

Motion #127 Moved by Josie Kipling
Seconded by Brenda Bye

Recommendation:

THAT the board accept the revisions to Policy #7 Role of the Board Chair effective immediately.

Carried.

18.2.3 Policy #12 Policy Making

Motion #128 Moved by Mike Favreau
Seconded by Vaughn Blab

Recommendation:

THAT the board accept the revisions to Policy #12 Policy Making effective immediately.

Carried.

18.2.4 Policy #17 Advisory Council on First Nation, Métis and Inuit Education

Motion #129 Moved by Teresa Gallik
Seconded by Josie Kipling

Recommendation:

THAT the board accept the revisions to Policy #17 Advisory Council on First Nation, Métis and Inuit Education effective immediately.

Carried.



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REGULAR BOARD MEETING ⁷

Meeting Report
December 20, 2011

18.3 Personnel

18.3.1 Retirement of Bev Benoit

Vice Chair Paul Landry stated that Bev Benoit has been employed by the Kenora Catholic District School Board since December 10, 1999, when she was hired as the full time secretary at Mount Carmel School. Bev was then transferred to St. Louis School effective September 9, 2002. Bev will retire on December 31, 2011.

Motion #130 Moved by Mike Favreau
Seconded by Paul Landry

Recommendation:

THAT the board accept the resignation of Bev Benoit for the purpose of retirement effective December 31, 2011, with regret.

Carried.

18.4 Property

18.4.1 Pinecrest Property

Phyllis Eikre stated that the Trustees have been working over the past year on the acquisition of the Pinecrest property. Eikre explained that the property abuts to the Catholic Education campus. Eikre stated that the board is very pleased to report that this evening there is a motion to purchase the Pinecrest property.

Motion #134 Moved by Brenda Bye
Seconded by Mike Favreau

Recommendation:

THAT the board approve the purchase of the property located at Part of Block E, Plan M423, City of Kenora, District of Kenora, excepting thereout and therefrom Part 2, Plan 23R12037; and subject to an easement over Part 1, Plan 23R12037 in favor of Kenora Hydro. This property is locally known as 1296 Heenan Place (the Pinecrest Rink Property). The purchase will be \$122,000 plus HST, less reimbursement for half the appraisal costs of \$4972.

Carried.

18.5 Finance

18.5.1 Revised Estimates

Erica Bailey, Superintendent of Administrative Services presented that the board's enrollment has increased by 25.5 FTE students since the estimates. This increase has resulted in an increase in revenues of \$179,000. As a result of the increase of enrolment the board has hired additional teaching staff.



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REGULAR BOARD MEETING

**Meeting Report
December 20, 2011**

Bailey explained that the board has received additional requests in adjustments. \$162,000 of these requests were approved. The net change from the estimates is approximately \$7,000.

Bailey explained that the budget estimates were submitted with a compliance deficit of \$315,000.

The revised estimates comprise of total revenues of \$22,235,000 and total expenditures for compliance of \$22,557,000 for a total net deficit for compliance of \$322,000. This deficit is comprised of a deficit in the classroom of \$365,000, pupil accommodation of \$18,000 and transportation of \$59,000, offset by surpluses in non-classroom of \$76,000 and board administration of \$44,000.

Bailey explained that the board has approved the use of accumulated operating surplus to balance this year's budget. The total balance in accumulated surplus available for compliance as at August 31, 2011 is \$3,005,801 as per the audited financial statements, thus the board has sufficient funds to cover the in-year deficit. Bailey explained that there is a plan in place to balance the 2012/13 fiscal year.

Motion #131 Moved by Paul Landry
Seconded by Josie Kipling

Recommendation:

THAT the board approve the 2011 – 2012 revised estimates as presented.

Carried.

18.6 Program

18.6.1 2012 – 2013 School Year Calendar

Phyllis Eikre provided the trustees with an overview of the 2012 – 2013 school year calendar. Eikre shared that the calendar is currently out for consultation and feedback in the community and throughout Northwestern Ontario. Eikre stated that the calendar will be presented to the board at the January board meeting for a board motion.

18.7 Negotiations

18.8 Other

18.8.1 Trustee Twins

Phyllis Eikre provide the trustees with an overview of the trustee twinning report for the current year. Eikre explained that the Chair and Vice Chair are twinned with all the schools within the board. However the trustees each are twinned with one school. Eikre asked the trustees to contact her and advise if they had a preference to be twinned with a particular school for the 2012 year.



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REGULAR BOARD MEETING ⁹

Meeting Report
December 20, 2011

18.8.2 Trustee Committees

Phyllis Eikre provided an overview of the Trustee Committees for the previous year. Eikre identified that the Chair and Vice Chair are on all committees. Eikre requested that if any trustees wished to participate on a particular committee for the 2012 year to please contact her.

19. COMMITTEE OF THE WHOLE

Motion #136 Moved by Brenda Bye
Seconded by Teresa Gallik

Recommendation:

THAT the Board accept the report of the Committee of the Whole and all recommendations contained therein.

Carried.

20. UNFINISHED BUSINESS

21. NEW BUSINESS

21.1 2011 Director's Annual Report

Phyllis Eikre provided the trustees with an overview of the 2011 Director's Annual report and shared many of the stories from the report that represent a celebration of excellence in Catholic education from throughout the board. Eikre explained that the report will be available in January in printed form and will be posted on the website within the next few weeks once it's finalized.

Motion #132 Moved by Mike Favreau
Seconded by Teresa Gallik

Recommendation:

THAT the 2011 Annual Director's Report be received and forwarded to the Ministry of Education in accordance with the Education Act.

Carried.



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REGULAR BOARD MEETING

Meeting Report
December 20, 2011

22. **INFORMATION**

22.1 Student Trustee Report

Beth Williams, Student Trustee provided the trustees with a very detailed and thorough report of the events that have happened at St. Thomas Aquinas High School over the past month. Williams provided an update of the results of many of the school's sports teams such as basket ball, volleyball, curling and hockey.

Williams shared that the Youth in Philanthropy student group participated in "We Day" in Winnipeg in November. She stated that it was a great event and motivated you to strive for positive change in the world. In order to attend the event Youth in Philanthropy donated money to a relieve fund for the drought in the Horn of Africa and brought in canned goods for the Christmas Miracle Marathon.

Williams shared that Chaplain Dean Woodbeck is very busy organizing Advent prayer services for the school to celebrate the Christmas season.

23. **FUTURE MEETINGS**

POLICY GOVERNANCE MEETINGS

~~January 10, 2012~~

February 7, 2012

March 6, 2012

April 3, 2012

May 1, 2012

June 5, 2012

REGULAR BOARD MEETINGS

January 10, 2012

February 21, 2012

March 22, 2012

April 17, 2012

May 15, 2012

June 19, 2012

SPECIAL EDUCATION ADVISORY COMMITTEE

January 20, 2012 at St. Louis School at 1:30 p.m.

SCHOOL COUNCIL MEETINGS

École Ste-Marguerite Bourgeoys – Wednesday, December 23, 2011 at 7:00 p.m.

St. Louis School – Tuesday, January 10, 2012 at 7:00 p.m.

St. John's Separate School – Monday, January 18, 2011 at 3:45 p.m.

St. Thomas Aquinas High School – Monday, January 30, 2012

Pope John Paul II School – Tuesday, January 31, 2012 at 7:00 p.m.



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REGULAR BOARD MEETING

Meeting Report
December 20, 2011

CHRISTMAS CONCERTS

Pope John Paul II School

December 21 – JK/K concert in the afternoon

December 22 – grade 1 to grade 6 concert at 1:30 p.m. and 6:30 p.m.

St. Thomas Aquinas High School

December 21 – band and choir concert at 7:00 p.m.

TRUSTEE TRAVEL / PROFESSIONAL DEVELOPMENT

OCSTA AGM Kingston – April 2012

KCDSB System Retreat – May 5, 2012 – Andy Lake Resort

OCSTA Trustee Professional Development in Kenora – May 11 – 12, 2012

CCSTA AGM Sudbury – June 2012

24. **ADJOURNMENT**

Motion #133 Moved by Paul Landry
Seconded by Mike Favreau
Recommendation:
THAT the meeting adjourn at 8:07 p.m.

Carried.

Chairman

Secretary

DRAFT 2 – December 1, 2011

2012-2013 SCHOOL YEAR



All students begin school on August 28, 2012 and end school on June 20, 2013.

AUGUST / SEPTEMBER

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23 30	24	25	26	27	28	29

FEBRUARY

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OCTOBER

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NOVEMBER

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APRIL

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DECEMBER

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MAY

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JANUARY

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JUNE

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SCHOOL HOLIDAYS 2012-2013

- September 3, 2012 - Labour Day
- October 8, 2012 - Thanksgiving Day
- Dec 24 - Jan 4, 2013 - Christmas Holidays
- February 18, 2013 - Family Day
- March 11-15, 2013 - March Break
- March 29, 2013 - Good Friday
- April 1, 2013 - Easter Monday
- May 20, 2013 - Victoria Day

PROFESSIONAL DEVELOPMENT/SECONDARY EXAM DAYS

- August 27, 2012
- September 28, 2012
- November 26, 2012
- January 25, 2013
- June 7, 2013
- June 21, 2013

SECONDARY

SEMESTER 1 – Aug 28, 2012-Jan 24, 2013

Mid-term Report issued around Nov 2012
Semester 1 Exams – Jan 21-24, 2013
Final Report issued around February 2013

SEMESTER 2 - Jan 25, 2013-June 21, 2013

Mid-term Report issued around April 2013
Semester 2 Exams- June 13,14,17-20, 2013
Final Report issued around July 2013

ELEMENTARY PROGRESS REPORT ISSUED

November 16, 2012

ELEMENTARY REPORT CARDS ISSUED

February 13, 2013
 June 20, 2013

CODE

- School Holidays
- School PD Days
- E** - Secondary Exams



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Updated: December 20, 2011

TRUSTEE TWINNING REPORT 2012 School Year

Trustee	St. Louis School	École Ste-Marguerite Bourgeoys	Pope John Paul II School	St. Thomas Aquinas High School	St. John's Separate School
F. Bastone (Chair)	2005/2006 2008/2009 2012	2007/2008 2012	2012	2009/2010 2012	2012
T. Gallik	2003/2004 2007/2008	2009/2010	2008/2009 2012	2005/2006 2010/2011	
M. Favreau	2002/2003 2007/2008 2008/2009 2012	2007/2008 2008/2009	2007/2008 2008/2009 2009/2010	2003/2004 2004/2005 2007/2008 2008/2009	
J. Kipling		2008/2009	2007/2008 2010/2011	2009/2010 2012	
P. Landry (Vice Chair)	2004/2005 2009/2010 2012	2005/2006 2010/2011 2012	2007/2008 2012	2002/2003 2008/2009 2012	2012
Vaughn Blab					2010/2011 2012
Brenda Bye	2010/2011	2012			

Note: The Chair and Vice-Chair are trustee twins for all schools for 2012.

2012 BOARD COMMITTEES								
	Mike	Frank	Brenda	Josie	Teresa	Vaughn	Brenda	Paul
STATUATORY								
Special Education Advisory Committee S.E.A.C.		X			X			x
Student Disciplinary Committee (Minimum of 3 trustees)	X	X		X	X			X
Parent Involvement Committee		X	X					x
Internal Audit Committee		X			X			X
STANDING COMMITTEES								
Joint Occupational H&S		X			X	X		X
Davidson Scholarship		X						X
Board/Staff Year End Wind-up	X	X						X
System Retreat		X		X	X			X
System School Council		X	X					X
Diocesan Trustees' Association		X						X
Strategic Planning		X	X					X
Liaison with Priests	X	X	X	X	X	X	X	X
Board/Government Relations		X						X
Director's Review Committee		X						X
Supervised Aternative Learning for Excused Pupil's Committee	X	X	X	X	X	X	X	X
Transportation Committee		X	X					x
First Nations Policy Advisory Committee		X		X			X	X