



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 family, community and the Church.

POLICY GOVERNANCE COMMITTEE September 12, 2023



MEETING DATE:	September 12, 2023
LOCATION OF MEETING:	Catholic Education Centre
SUBJECT OF MEETING:	Policy Governance Committee Meeting
CHAIR:	Teresa Gallik
TRANSCRIBER:	Trina Henley
TIME OF MEETING:	6:00 p.m.

ATTENDED BY:

	INIT	ATTENDANCE	PERSON	TITLE
1.	AB	<input type="checkbox"/>	Angela Bishop	Trustee
2.	AS	<input checked="" type="checkbox"/>	Alison Smith	Superintendent of Business, Facilities, and Planning Services
3.	DF	<input checked="" type="checkbox"/>	Derek Favreau	Trustee
4.	DH	<input checked="" type="checkbox"/>	Nicole Kurtz	Director of Education
5.	JR	<input type="checkbox"/>	Jamey Robertson	Superintendent of Education
6.	JW	<input type="checkbox"/>	Jeffrey White	Trustee
7.	LT	<input checked="" type="checkbox"/>	Lorne Temple	Trustee
8.	ML	<input checked="" type="checkbox"/>	Marie Lundin	Trustee
9.	PL	<input checked="" type="checkbox"/>	Paul Landry	Vice Chair
10.	TG	<input checked="" type="checkbox"/>	Teresa Gallik	Chair

AGENDA

- CALL TO ORDER** – Chair Teresa Gallik called the meeting to order at 6:00 PM.
- OPENING PRAYER** – Teresa Gallik opened the meeting with a meaningful prayer bringing everyone into the presence of the Lord.
- ROLL CALL** – Trustees Jeffrey White and Angela Bishop were noted as absent with regret.
- DECLARATIONS OF PECUNIARY INTEREST - NIL**
- APPROVAL OF AGENDA** – The agenda was approved as presented.
- PRESENTATIONS/DELEGATIONS**



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7. PRESENTATIONS AND REPORTS

7.1 Policy

7.1.1 Policy #23: Director of Education Performance Appraisal – **N. Kurtz**
Director Kurtz provided an overview of proposed changes to reduce the categories of Policy #23: Director of Education Performance Appraisal. Kurtz reported that the Ministry of Education has indicated that a provincial Director of Education Performance Evaluation template will be provided. However, it's not ready at this time. The Trustees accepted the proposed revisions, which will be brought forward at the October Policy Governance Committee Meeting.

7.2 Personnel

7.2.1 Onboarding Report for New Student Trustees – **N. Kurtz**
Director Kurtz provided an overview of the agenda and topics covered at the Student Trustee Onboarding Luncheon held on September 6. New for 2023 – 2024, the Student Trustees will be meeting with their Principal to review their report prior to the Regular Board Meeting.

7.2.1 Monthly Director's Report – **N. Kurtz**
Director Kurtz provided an overview of a proposed monthly Director's Report. The aim of the report is to provide a highlight of the priorities and accomplishments for the month. Trustees accepted the report as presented.

7.3 Property

7.4 Finance

7.4.1 Trustee Budget for 2023 – 2024 – **A. Smith**
Superintendent Alison Smith provided a report on the proposed Trustee Budget for the 2023 – 2024 School Year. The budget has been developed to be in alignment with the Ministry of Education estimates.

7.4.2 Trustee Travel and Professional Development Plan for 2023 – 2024 – **N. Kurtz**
Director Nicole Kurtz provided an overview of the Trustee Professional Development Plan for 2023 – 2024. Trustees were asked to consider the annual conferences, choosing one to two conferences by the October 3 Policy Governance Committee Meeting.

The aim is to have an annual Trustee Travel Schedule created in October identifying which Trustees are traveling to various conferences.

7.5 Program

7.6 Negotiations

7.7 Other



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7.7.1 OCSTA 2023 Fall Regional Meeting – N. Kurtz

Trustees were provided with a review of the draft discussion paper prepared for presentation at the Ontario Catholic School Trustees' Association Fall Regional Meeting on October 6. The Trustees accepted the discussion paper as presented. The paper will be forwarded to the OCSTA in advance of the meeting.

7.7.2 Review of Meetings of the Board for 2023 – 2024 – N. Kurtz

Trustees were provided with a schedule of the 2023 – 2024 Board Meetings. Trustees accepted the recommendation to move the Tuesday, November 21 Board Meeting to Monday, November 20. Trustees accepted the recommendation to move the Tuesday, March 19 Board Meeting to Tuesday, March 26.

8. UNFINISHED BUSINESS

9. CORRESPONDENCE

10. NEW BUSINESS

11. INFORMATION

11.1 Committees of the Board – N. Kurtz

Trustees were provided with the 2023 Committees of the Board. The committees will be reviewed following the November Annual Board Meeting.

11.2 Policy Governance Committee Chairs for 2023 – 2024 – N. Kurtz

Trustees were provided with a schedule of Policy Governance Committee Chairs for 2023 – 2024. Trustees Marie Lundin and Derek Favreau changed their dates. Trustees will be provided with an updated schedule.

11.3 Trustee Twinning Report for 2023 – N. Kurtz

Trustees were provided with the Trustee Twinning Report, identifying which Trustees are twinned with each school. Trustees were advised that they have a standing invitation to school masses, school council meetings, and activities. All dates are entered on the school and board websites as well as the KCDSB App. Trustees are encouraged to check for opportunities to participate in the school.

11.4 Policy Review Schedule for 2023 - 2026 – N. Kurtz

Trustees were provided with the Policy Review Schedule for 2023 – 2026.

12. FUTURE MEETINGS

POLICY GOVERNANCE MEETINGS

October 3, 2023

November 7, 2023

December 5, 2023



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SPECIAL BOARD MEETINGS

NIL

REGULAR BOARD MEETINGS

Tuesday, September 19

Tuesday, October 17

Tuesday, November 21 (Annual Board Meeting)

Tuesday, December 19

CATHOLIC PARENT INVOLVEMENT COMMITTEE

Wednesday, October 18, at 11:30 AM

Wednesday, December 6, at 11:30 AM

Wednesday, February 7, at 11:30 AM

Wednesday, May 15, at 11:30 AM

Tuesday, June 4 School Council & Catholic Parent Involvement Committee Report at 5:00 PM

SPECIAL EDUCATION ADVISORY COMMITTEE

Friday, September 22 at 1:30 PM

Friday, October 20 at 1:30 PM

Friday, November 17 at 1:30 PM

Friday, December 8 at 1:30 PM

Friday, January 12 at 1:30 PM

Friday, February 16 at 1:30 PM

INTERNAL AUDIT COMMITTEE MEETINGS

Tuesday, September 19 at 4:00 PM

SCHOOL COUNCIL MEETINGS

St. Louis Living Arts School – September 12 at 5:30 PM

École Ste-Marguerite Bourgeoys – September 13 at 5:00 PM

St. Thomas Aquinas High School – September 18 at 6:00 PM

St. John School – September 19 at 6:00 PM

St. John Paul II School – September 20 at 7:00 PM

TRUSTEE TRAVEL / PROFESSIONAL DEVELOPMENT

Student Trustee Onboarding Session, Wednesday, September 6 at 11:00 AM

OCSTA Fall Regional Meeting Friday, October 6 in Thunder Bay

OCSTA 2024 Catholic Trustees' Seminar, January 19 – 20 in Toronto

OCSTA 2024 Annual General Meeting and Conference, May 2 – 4, in Niagara Falls

CCSTA 2024 AGM and Convention May 30 – June 1 in Calgary



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MINISTRY OF EDUCATION FINANCIAL REPORTING DEADLINES

Date	Description
June 30, 2023	School Board Estimates for 2023 – 24
November 15, 2023	School Board Financial Statements for 2022 – 23
December 15, 2023	School Board Revised Estimates for 2023 – 204
May 15, 2024	School Board Financial Report for September 1, 2023, to March 31, 2024

13. **ADJOURNMENT** – The meeting adjourned at 7:00 PM.


Chairperson


Secretary/Treasurer