



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 December 5, 2023



MEETING DATE:	December 5, 2023
LOCATION OF MEETING:	Catholic Education Centre
SUBJECT OF MEETING:	Policy Governance Committee Meeting
CHAIR:	Lorne Temple
TRANSCRIBER:	Trina Henley
TIME OF MEETING:	6:00 p.m.

ATTENDED BY:

	INIT	ATTENDANCE	PERSON	TITLE
1.	AB	<input checked="" 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 checked="" 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** – Trustee Lorne Temple called the meeting to order at 6:00 PM.
- OPENING PRAYER** – The meeting was opened with a meaningful prayer bringing everyone into the presence of the Lord.
- ROLL CALL** – Trustee Jeffrey White was noted as absent with regret.
- DECLARATIONS OF PECUNIARY INTEREST - NIL**
- APPROVAL OF AGENDA** – The agenda was approved as amended with the addition of item 7.7.7 OCSTA 94 Annual General Meeting and Conference.



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6. PRESENTATIONS/DELEGATIONS

7. PRESENTATIONS AND REPORTS

7.1 Policy

7.1.1 Policy #22: Finance, Consulting, and Capital – **N. Kurtz and A. Smith**

Director Nicole Kurtz provided an overview of the proposed revisions to Policy #22: Finance, Consulting, and Capital. The Trustees accepted the revisions as presented. The policy will be brought forward to the December Board Meeting for approval.

7.2 Personnel

7.2.1 Monthly Director's Report – **N. Kurtz**

Director Nicole Kurtz provided a Director's Report of the initiatives, activities, and priorities that happened in the month of November. The presentation highlighted the implementation of School-Day an online payments and permission process, the ratification of the OPSEU Collective Agreement, the 2024 – 2025 school year calendar consultation and an updated Student Discipline Procedure.

Kurtz also talked about the positive impact that keynote speakers Connor Flanagan and Kevin Lamoureux had on staff at the November 27 professional development day. Flanagan led staff in an inspirational session exploring the many ways God influences our lives while Lamoureux's session focused on the legacy of the impact of trauma on students from residential schools as well as the role we have in the truth and reconciliation journey.

7.3 Property

7.4 Finance

7.5 Program

7.5.1 2024 – 2025 School Year Calendar – **N. Kurtz**

Nicole Kurtz provided an update on the 2024 – 2025 school year calendar consultation process. The Regional School Year Calendar committee will be releasing two calendars for community consultation on January 8, 2024, and the consultation will run until January 19, 2024.

7.6 Negotiations

7.7 Other

7.7.1 Quorum and 15 Minute Rule – **T. Gallik and N. Kurtz**

Teresa Gallik informed the Board of Trustees that regardless of any members taking leaves of absence, the minimum number of members required for a quorum is still four. She further stated that this quorum must be met within 15 minutes of the scheduled start of a board meeting for it to commence. If this requirement is not fulfilled within the 15-minute timeframe, the meeting must be postponed and a new date set.



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- 7.7.2 OCSTA Trustee Retreat & Professional Development Session Dec 8/9 **N. Kurtz**
Nicole Kurtz presented the trustees with an overview of the agenda, along with detailed information pertaining to the forthcoming Trustee Retreat and Professional Development session. This event, scheduled for the 8th and 9th of December, is set to be conducted by representatives from the Ontario Catholic School Trustees' Association.
- 7.7.3 OCSTA 2024 Trustee Professional Development Seminar for Jan 19/20 **N. Kurtz & T. Gallik**
Nicole Kurtz presented the trustees with information about the upcoming 2024 Trustee Professional Development session. Trustees Paul Landry, Teresa Gallik, and Angela Bishop, along with Director Nicole Kurtz are scheduled for this event.
- 7.7.4 2024 Trustee Twins – **N. Kurtz**
Trustees were provided with a 2024 Trustee Twinning Report identifying which Trustees will be paired with each school. Trustees are asked to attend school activities and school council meetings to strengthen connections and facilitate communication between the Board and the school communities. The trustees accepted the report as presented, which will be published to the Board website and emailed to Principals.
- 7.7.5 2024 Committees of the Board – **N. Kurtz**
The Trustees received the 2024 Committees of the Board report, which details the specific committees on which each Trustee is currently serving. Following a thorough review, the Trustees collectively decided to maintain the existing composition of committee representation, opting for no changes at this time.
- 7.7.6 2024 Policy Governance Committee Chairs – **N. Kurtz**
The Trustees received the 2024 schedule of Policy Governance Committee Chairs. The schedule was accepted as presented with no changes at this time.
- 7.7.7 OCSTA 94th Annual General Meeting and Conference in May – **N. Kurtz**
Trustees were provided with the agenda and travel package for the OCSTA 94th Annual General Meeting and Conference scheduled for May 2 – 4 in Niagara Falls. Director Nicole Kurtz, along with Trustees Teresa Gallik, Paul Landy, Marie Lundin, Derek Favreau, and Jeffrey White are scheduled to attend this conference.

8. UNFINISHED BUSINESS

9. CORRESPONDENCE

10. NEW BUSINESS



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11. INFORMATION

11.10 Christmas Celebration Schedules – N. Kurtz

The trustees received a comprehensive schedule detailing the Christmas celebrations and Masses across the Kenora Catholic District School Board. They were advised to refer to the KCDSB App for the most up-to-date information regarding the dates and times of these events as they are subject to change.

12. FUTURE MEETINGS

POLICY GOVERNANCE MEETINGS

December 5, 2023 (Chair: Lorne Temple)
January 9, 2023 (Chair: Derek Favreau)
February 6, 2023 (Chair: Marie Lundin)

SPECIAL BOARD MEETINGS

NIL

REGULAR BOARD MEETINGS

Tuesday, December 19
Tuesday, January 16
Tuesday, February 20

CATHOLIC PARENT INVOLVEMENT COMMITTEE

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, 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, December 5 at 4:00 PM

SCHOOL COUNCIL MEETINGS

École Ste-Marguerite Bourgeoys – No Meeting in December
St. John Paul II School – January 17 at 6:00 PM
St. John School – January 23 at 6:00 PM
St. Louis Living Arts School – January 25 at 6:30 PM
St. Thomas Aquinas High School – April 15 at 7:00 PM



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TRUSTEE TRAVEL / PROFESSIONAL DEVELOPMENT

OCSTA Faith Formation and Professional Development for KCDSB – December 8 – 9

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

MINISTRY OF EDUCATION FINANCIAL REPORTING DEADLINES

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

13. **ADJOURNMENT** – The meeting adjourned at 6:45 p.m.