



Minutes of the Nipissing-Parry Sound Catholic District School Board regular meeting held on November 29, 2016 at 7:15 p.m. (due to the preceding Committee of the Whole *International Students (Secondary)* presentation extending past 7:00 p.m.) in the Board Room, Board Office.

A handwritten signature in black ink, appearing to be the initials "JB" or similar, located to the right of the meeting minutes text.

**Present**

|                                       |   |
|---------------------------------------|---|
| Chair:                                | Barbara McCool  |
| Vice-Chair:                           | Jacques Bégin   |
| Trustees:                             | Shawn Fitzsimmons, Linda Jamieson, Judy Maniwabi, George Whittet, John Willemssen |
| Director of Education:                | Anna Marie Bitonti  |
| Superintendent(s) of Education:       | Paula Mann  |
| Superintendent of Business/Treasurer: | Grace Barnhardt   |
| Recording Secretary:                  | Victoria Johnson  |
| Chaplain:                             | Nil   |
| Student Trustee:                      | Caitlin Howard  |
| Communications Officer:               | Kate Bondett  |
| Media:                                | Nil   |
| Other:                                | Nil   |
| <b>Absent (with regrets):</b>         | Nil   |

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**1. CALL TO ORDER**

B. McCool called the meeting to order.

1.1 Prayer

Prayer was led by B. McCool.

1.2 Roll Call

Roll call was completed by V. Johnson.

**2. APPROVAL OF AGENDA**

2.1 Regular Meeting of November 29, 2016

Res. NPS 135-16

Moved by trustees G. Whittet and S. Fitzsimmons that the Nipissing-Parry Sound Catholic District School Board approve as amended the agenda of its regular meeting of November 29, 2016.

CARRIED

The following item was added to the agenda:

**8. LINKAGE WITH NON-OWNERS**

**8.6 OCSTA Campaign: Supporting Catholic Education in Ontario**

**2.2 Meeting Monitor and Review**

The Meeting Monitor's Report from the October 25, 2016 Board meeting prepared by J. Willemsen was reviewed.

**3. DECLARATION OF CONFLICT OF INTEREST**

There were no conflicts of interested declared.

**4. ADOPTION OF MINUTES OF PREVIOUS MEETING**

**4.1 Regular Meeting of October 25, 2016**

Res. NPS 136-16

Moved by trustees S. Fitzsimmons and G. Whittet that the Nipissing-Parry Sound Catholic District School Board approve as presented the minutes of its regular meeting held on October 25, 2016.

CARRIED

**5. OWNERSHIP LINKAGE**

**5.1 School Visits 2017 (discussion)**

Schools will be contacted about school visits for 2017 and 2018, beginning with outlying area schools (e.g. St. Gregory).

**6. BOARD EDUCATION**

**6.1 Program Presentation: *International Education (Secondary)* – Follow-up: Information for Ends Development Analysis Guide**

The Board discussed and completed a draft of the Analysis Guide for Ends Development for the International Education (Secondary) presentation, which immediately preceded the November 29, 2016 regular meeting.

**7. ITEMS FOR DECISION**

**7.1 Ends**

**7.2 Governance Process**

**a) Upcoming and Attended Events by Trustees**

There are no upcoming or attended events by Trustees.

b) Policy Revision: GP7 – Trustees’ Code of Conduct

Res. NPS 137-16

Moved by trustees G. Whittet and S. Fitzsimmons that the Nipissing-Parry Sound Catholic District School Board approve the revision to policy GP7 – Trustees’ Code of Conduct as per the attached.

CARRIED

c) Audit Committee’s Annual Report to the Board

Res. NPS 138-16

Moved by trustees J. Willemsen and G. Whittet that the Board receive the Annual Audit Committee Report for the year ended August 31, 2016, as per the attached.

CARRIED

d) Audit Committee’s Annual Report to the Ministry of Education

Res. NPS 139-16

Moved by trustees G. Whittet and J. Willemsen that the Board approve the Annual Audit Committee Report to the Ministry of Education for the year ended August 31, 2016, as per the attached.

CARRIED

e) Policy Review Working Group Minutes – October 24, 2016

The minutes of the October 24, 2016 Policy Review Working Group were presented.

### 7.3 Executive Limitations

a) EL5 – Accumulated Surplus Transfers – 2015-2016 Financial Statements

Res. NPS 140-16

Moved by trustees L. Jamieson and J. Manitowabi:

1. That the Nipissing-Parry Sound Catholic District School Board approve the audited financial statements for the year ended August 31, 2016.
2. That the Nipissing-Parry Sound Catholic District School Board approve the transfer resulting from the surplus of \$34,962 to Accumulated Surplus – Available for Compliance to operations for the 2015-2016 Financial Statements.
3. That the Nipissing-Parry Sound Catholic District School Board approve the transfer of \$33,278 from Accumulated Surplus – Available for Compliance – Vacation Accrued to operations for the 2015-2016 Financial Statements.

CARRIED

b) Policy Revision: EL5 – Financial Condition and Activities

The Board reviewed the recommended policy changes and agreed to bring forth for approval to the December 20, 2016 Board meeting.

c) Policy Revision: EL8 – Compensation and Benefits

The Board reviewed the recommended policy changes and agreed to bring forth for approval to the December 20, 2016 Board meeting.

d) Policy Revision: EL9 – Accommodations

The Board reviewed the recommended policy changes and agreed to bring forth for approval to the December 20, 2016 Board meeting.

e) Policy Revision: EL10 – Communication and Support to the Board

The Board reviewed the recommended policy changes and agreed to bring forth for approval to the December 20, 2016 Board meeting.

**7.4 Board of Trustees – Staff Linkage**

**8. LINKAGE WITH NON-OWNERS**

8.1 OCSTA/CCSTA Resolutions and Information Items

8.2 OCSTA Trustees' Seminar in Mississauga – January 13-14, 2017

The Catholic Trustees' Professional Development Seminar will be held January 13-14, 2017. J. Manitowabi and J. Willemsen will be attending the seminar.

8.3 OCSTA 2017 AGM – April 27-29, 2017

The 2017 OCSTA AGM & Conference will be held April 27-29, 2017. S. Fitzsimmons, L. Jamieson, J. Manitowabi, B. McCool, J. Willemsen and G. Whittet may attend and will confirm their availability at a later date.

8.4 OCSTA – P. Daly – March 28, 2017

This item was provided as information.

8.5 Information: Regional Meeting in Timmins – September 22-23, 2017

This item was provided as information.

8.6 OCSTA Campaign: Supporting Catholic Education in Ontario

Details of OCSTA's new campaign, "Together in Faith - Supporting Catholic Education in Ontario" was shared with the Board, along with NPSC's Communications plan.

**9. REQUIRED APPROVALS AGENDA**

## 10. MONITORING REPORTS

### 10.1 Policy E1 Ends #1-3 Monitoring Report

Res. NPS 141-16

Moved by trustees J. Manitowabi and L. Jamieson that the Board has assessed the monitoring report for policy **E1 – Ends #1-3** and finds that it provides evidence of compliance with a reasonable interpretation of the policy.

CARRIED

### 10.2 Policy EL5 – Financial Condition and Activities (Auditor’s Report and Financial Statements) Monitoring Report

Res. NPS 142-16

Moved by trustees L. Jamieson and J. Manitowabi that the Board has assessed the monitoring report for policy **EL5 – Financial Condition and Activities (Auditor’s Report and Financial Statements)** and finds that it provides evidence of compliance with a reasonable interpretation of the policy.

CARRIED

### 10.3 Policy EL8 – Compensation and Benefits Monitoring Report

Res. NPS 143-16

Moved by trustees J. Manitowabi and L. Jamieson that the Board has assessed the monitoring report for policy **EL8 – Compensation and Benefits** and finds that it provides evidence of compliance with a reasonable interpretation of the policy.

CARRIED

## 11. BOARD SELF-EVALUATION

### 11.1 Policy BTSL4 – Delegation to the Director of Education

The self-evaluation for policy *BTSL4 – Delegation to the Director of Education* was completed.

### 11.2 Meeting Monitor’s Report

The Meeting Monitor’s Report was completed by S. Fitzsimmons.

## 12. INCIDENTAL INFORMATION

### 12.1 Director's Report on Information Requested in EL-10

Res. NPS 144-16

Moved by trustees L. Jamieson and J. Manitowabi that the Board receive the following information requested in policy EL-10:

- 12.1.a SJSB Grade 8 Parent Information Night - December 6, 2016
- 12.1.b Bullying Awareness & Prevention Week
- 12.1.c SEAC Communique – Winter 2017

CARRIED

### 12.2 Director's Report

#### a) CODE Summer Learning Update

A summary of the CODE Summer Learning transition program was provided as information.

### 12.3 Student Trustee Report

The student trustee report, presented by Student Trustee Caitlin Howard, was included in the package as information.

### 12.4 Other Information Items

#### a) Committee Reports

##### i. Special Education Advisory Committee Meeting of October 18, 2016

The SEAC minutes highlighted the focus on finalizing the SEAC Winter Communique.

##### ii. Audit Committee Meeting of November 14, 2016

The Board entered into an in-camera session.

Res. NPS 145-16 CW

Moved by trustees J. Manitowabi and L. Jamieson that the Committee of the Whole now go into the in-camera session of the meeting.

CARRIED

##### iii. Special Education Advisory Committee Meeting of November 15, 2016

The SEAC minutes were presented as information.

iv. Parent Involvement Committee Meeting of November 17, 2016

The minutes were presented as information.

b) Other

Several media articles highlighting the Nipissing-Parry Sound Catholic District School Board were included in the board package.

**13. ADJOURNMENT**

The meeting adjourned at 9:09 p.m.

Moved and adopted this 20<sup>th</sup> day of December 2016.

  
Secretary

  
Chair