

# Northeastern Catholic District School Board

Minutes of the Inaugural Public Board Meeting held on Saturday, December 13, 2003 at the Catholic Education Centre in Timmins at 2:00 p.m.

**PRESENT:**

**Trustees:** Charlie Angus  
Peter Del Guidice  
Brenda Hevenor  
Paul Keating  
Elizabeth King  
Colleen Landers  
Steve Malciw  
Jack Slattery

**Administration:** Larry Yaguchi, Director of Education  
Paul Toffanello, Superintendent of Education  
Luigina Malciw, Manager of Financial Services  
Mike Resetar, Manager of Human Resources  
Bob Landry, Manager of Plant

**Staff:** Judy Piché, Executive Assistant and Recorder

**ABSENT:** Jason Dupras, Student Trustee

**A. CALL TO ORDER**

Director of Education, Larry Yaguchi, welcomed everyone to the meeting.

**B. ROLL CALL**

**Motion**

**Resolution 03-271**

MOVED BY: P. Keating

SECONDED BY: J. Slattery

BE IT RESOLVED THAT the Northeastern Catholic District School Board receive the following declarations of absence and excuse the following trustees and administrative personnel from attending this meeting:

Jason Dupras, Student Trustee

**CARRIED**

**C. PROCESS AND PROCEDURES FOR CONDUCT OF MEETING**

Director of Education, Larry Yaguchi, explained the process and procedures for the conduct of the meeting.

**D. DECLARATION OF OFFICE AND OATH OF ALLEGIANCE**

Director of Education, Larry Yaguchi, explained the procedure to be followed for the Trustee's Declaration of Office and the Oath of Allegiance.

All trustees rose and read the Trustee's Declaration of Office and the Oath of Allegiance.

Further to the reading, each trustee signed the Declaration of Office and the Oath of Allegiance which was witnessed by Larry Yaguchi, Secretary of the Board.

**E. NOMINATION OF SCRUTINEERS**

It was indicated that Paul Toffanello, Superintendent of Education, and Bob Landry, Manager of Plant, had volunteered to be Scrutineers should the need arise.

**F. ELECTION OF CHAIR**

Larry Yaguchi, Director of Education, opened the nomination process.

**1<sup>st</sup> Call for Nominations**

Elizabeth King nominated Colleen Landers as Chair of the Board.  
Peter Del Guidice seconded the nomination.

**2<sup>nd</sup> Call for Nominations** - Nil

**3<sup>rd</sup> Call for Nominations** - Nil

Larry Yaguchi, Director of Education, declared the nominations closed and declared Colleen Landers Chair of the Board for the period from December, 2003 to December, 2004.

**Motion**

**Resolution 03-272**

MOVED BY: P. Keating  
SECONDED BY: P. Del Guidice

BE IT RESOLVED THAT the Northeastern Catholic District School Board appoint Colleen Landers as Chair of the Board for the period from December, 2003 to December, 2004.

**CARRIED**

**G. ELECTION OF VICE-CHAIR**

Colleen Landers, Chair of the Board, opened the nomination process.

**1<sup>st</sup> Call for Nominations**

Paul Keating nominated Peter Del Guidice as Vice-Chair of the Board.  
Jack Slattery seconded the nomination.

Charlie Angus nominated Elizabeth King as Vice-Chair of the Board.  
Steve Malciw seconded the nomination.

**2<sup>nd</sup> Call for Nominations** - Nil

**3<sup>rd</sup> Call for Nominations** - Nil

Colleen Landers, Chair of the Board, declared the nominations closed.

Elections ensued and Scrutineers, Paul Toffanello and Bob Landry, counted the votes and then stated they had destroyed the ballots.

Colleen Landers, Chair of the Board, declared Peter Del Guidice Vice-Chair of the Board for the period from December, 2003 to December, 2004.

**Motion**

**Resolution 03-273**

MOVED BY: P. Keating

SECONDED BY: J. Slattery

BE IT RESOLVED THAT the Northeastern Catholic District School Board appoint Peter Del Guidice as Vice-Chair of the Board for the period from December, 2003 to December, 2004.

**CARRIED**

**H. COMMISSIONING SERVICE**

Bishop Paul Marchand presided over the commissioning service assisted by Mike Buhler, Pastoral Care Worker at O’Gorman High School, and Teachers, Lauri-Ann Loreto-Neal and Shannon Kleinhuis.

**I. PRESENTATIONS AND REPORTS**

**I.1 Personnel - Mike Resetar**

**I.1.1 Report**

**Motion**

**Resolution 03-274**

MOVED BY: C. Angus  
SECONDED BY: B. Hevenor

BE IT RESOLVED THAT the Northeastern Catholic District School Board adopt the Manager of Human Resources' Report.

**CARRIED**

**I.1.2 Hiring**

**Motion**

**Resolution 03-275**

MOVED BY: E. King  
SECONDED BY: C. Angus

BE IT RESOLVED THAT the Northeastern Catholic District School Board hire Kim Hutteri as a Teacher Assistant, on a part-time basis (3 hours a day), effective December 15, 2003, in accordance with the provisions of the Collective Agreement in effect with CUPE Local 7777-01.

**CARRIED**

**I.1.3 Resignation**

**Motion**

**Resolution 03-276**

MOVED BY: E. King  
SECONDED BY: C. Angus

BE IT RESOLVED THAT the Northeastern Catholic District School Board accept the resignation of Eric Fontaine, effective January 5, 2004.

**CARRIED**

**I. PRESENTATIONS AND REPORTS (contd.)**

**I.2 Business and Finance - Luigina Malciw**

**I.2.1 Report**

**Motion**

**Resolution 03-277**

MOVED BY: J. Slattery  
SECONDED BY: P. Keating

BE IT RESOLVED THAT the Northeastern Catholic District School Board adopt the Manager of Financial Services' Report.

**CARRIED**

**I.2.2 Cheque Register, Payroll and Monthly Expenditures  
- for the month of November 2003**

**Motion**

**Resolution 03-278**

MOVED BY: J. Slattery  
SECONDED BY: B. Hevenor

BE IT RESOLVED THAT the Northeastern Catholic District School Board approve the expenditures in the amount of one million four hundred and twenty nine thousand five hundred and eighty five dollars and fifty cents (\$1,429,585.50) in reference to the cheque register for the month of November 2003.

**CARRIED**

**Motion**

**Resolution 03-279**

MOVED BY: C. Angus  
SECONDED BY: P. Keating

BE IT RESOLVED THAT the Northeastern Catholic District School Board approve the expenditures in the amount of two million four hundred and eighty six thousand five hundred and ninety seven dollars and eighty six cents (\$2,486,597.86) in reference to the disbursements and payroll for the month of November 2003.

**CARRIED**

**I. PRESENTATIONS AND REPORTS (contd.)**

**I.2 Business and Finance - Luigina Malciw (contd.)**

**I.2.3 Bank Account Signatures**

**Motion**

**Resolution 03-280**

MOVED BY: J. Slattery

SECONDED BY: C. Angus

BE IT RESOLVED THAT the Northeastern Catholic District School Board approve the bank account signatures via computerized signature, effective December 13, 2003, consisting of two of the following: Chair of the Board, Vice-Chair of the Board, Larry Yaguchi, Director of Education, and Luigina Malciw, Manager of Financial Services.

**CARRIED**

**I.2.4 Line of Credit**

**Motion**

**Resolution 03-281**

MOVED BY: E. King

SECONDED BY: J. Slattery

BE IT RESOLVED THAT the Northeastern Catholic District School Board establish a line of credit at the Royal Bank of Canada in the amount of three million dollars (\$3,000,000).

**CARRIED**

**I.2.5 Budget Deficit or Surplus**

**Motion**

**Resolution 03-282**

MOVED BY: C. Angus

SECONDED BY: E. King

BE IT RESOLVED THAT the Northeastern Catholic District School Board approve that any budget deficit or surplus be taken from or transferred to appropriate reserve funds.

**CARRIED**

**J. DIRECTOR'S ANNUAL REPORT 2003**

**Motion**

**Resolution 03-283**

MOVED BY: P. Keating  
SECONDED BY: S. Malciw

BE IT RESOLVED THAT the Northeastern Catholic District School Board receive the Director's Annual Report 2003, as presented.

**CARRIED**

**K. NEW BUSINESS**

**K.1 Procedural By-Law**

**Motion**

**Resolution 03-284**

MOVED BY: B. Hevenor  
SECONDED BY: S. Malciw

BE IT RESOLVED THAT the Northeastern Catholic District School Board accept the *Procedural By-Law of the Northeastern Catholic District School Board*, at first reading.

**CARRIED**

**K.2 Board Committee Structure**

**Motion**

**Resolution 03-285**

MOVED BY: J. Slattery  
SECONDED BY: C. Angus

BE IT RESOLVED THAT the Northeastern Catholic District School Board approve the 2004 Committee Structure, as presented.

**CARRIED**

**L. FUTURE MEETINGS**

**L.1 Board Meetings Schedule 2004**

**Motion**

**Resolution 03-286**

MOVED BY: E. King  
SECONDED BY: C. Angus

BE IT RESOLVED THAT the Northeastern Catholic District School Board approve the Board Meetings Schedule 2004, as amended.

**CARRIED**

**L. FUTURE MEETINGS (contd.)**

- OCSTA New Trustees Seminar - Doubletree International Plaza Hotel - Toronto Airport  
January 16-17, 2004

**M. ADJOURNMENT**

**Motion**

**Resolution 03-287**

MOVED BY: C. Angus  
SECONDED BY: P. Keating

BE IT RESOLVED THAT the Northeastern Catholic District School Board adjourn the meeting at 3:10 p.m.

**CARRIED**

**Question and answer period for guests attending the meeting**

**NOTE: THIS VERSION IS THE OFFICIAL TEXT OF THE  
NORTHEASTERN CATHOLIC DISTRICT SCHOOL BOARD  
(N.C.D.S.B.)**

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Chair of the Board

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Secretary-Treasurer