

# **Northeastern Catholic District School Board**

**Minutes of the Public Board Meeting** held on Saturday, February 14, 2004 at the Catholic Education Centre in Timmins at 11:50 a.m.

**PRESENT:** Trustees: Charlie Angus (via video conference in New Liskeard)  
Brenda Hevenor  
Paul Keating  
Elizabeth King  
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:** Colleen Landers, Chair  
Peter Del Guidice, Vice-Chair  
Jason Dupras, Student Trustee

**GUEST:** Louis Clausi, Acting Administrator, St. Paul School

## **A. CALL TO ORDER**

### **A.1 Opening Prayer**

In the absence of the Chair of the Board, Colleen Landers, Trustee Jack Slattery welcomed everyone to the meeting and led the group in prayer. Special intentions were offered for the deceased: Yves Joannis, Cecile Cochrane; and for Dan Regan and Norma Morris, who are ill.

## **B. ROLL CALL**

### **Motion**

**Resolution 04-18**

MOVED BY: E. King  
SECONDED BY: B. Hevenor

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:

Colleen Landers, Chair  
Peter Del Guidice, Vice-Chair  
Jason Dupras, Student Trustee

**CARRIED**

C. **DECLARATIONS OF PECUNIARY INTEREST** - Nil

D. **APPROVAL OF AGENDA**

**Motion**

MOVED BY: E. King  
SECONDED BY: P. Keating

**Resolution 04-19**

BE IT RESOLVED THAT the Northeastern Catholic District School Board adopt the agenda for the Public Board Meeting as amended.

**CARRIED**

E. **APPROVAL OF MINUTES**

**Motion**

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

**Resolution 04-20**

BE IT RESOLVED THAT the Northeastern Catholic District School Board approve the following minutes as presented:

- Public Board Meeting, held on January 10, 2004

**CARRIED**

F. **PRESENTATIONS / DELEGATIONS** - Nil

G. **PRESENTATIONS AND REPORTS**

G.1 **Policies**

G.1.1 **Procedural By-Law**

**Motion**

MOVED BY: E. King  
SECONDED BY: B. Hevenor

**Resolution 04-21**

BE IT RESOLVED THAT the Northeastern Catholic District School Board accept the Board's Procedural By-Law at second reading.

**CARRIED**

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

**G.1 Policies (contd.)**

**G.1.2 Community Involvement and Christian Service Policy and Procedures**

**Motion**

**Resolution 04-22**

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

BE IT RESOLVED THAT the Northeastern Catholic District School Board adopt the Board Policy - *Community Involvement and Christian Service Policy and Procedures* - at second and third reading.

**CARRIED**

**G.1.3 Performance Appraisal of Teachers**

**Motion**

**Resolution 04-23**

MOVED BY: P. Keating  
SECONDED BY: E. King

BE IT RESOLVED THAT the Northeastern Catholic District School Board adopt the Board Policy - *Performance Appraisal of Teachers* - at second and third reading.

**CARRIED**

**G.1.4 Progressive Discipline of Employees**

**Motion**

**Resolution 04-24**

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

BE IT RESOLVED THAT the Northeastern Catholic District School Board accept the Board Policy - *Progressive Discipline of Employees* - at first reading.

**CARRIED**

**G.1.5 Joint Transportation**

**Motion**

**Resolution 04-25**

MOVED BY: E. King  
SECONDED BY: B. Hevenor

BE IT RESOLVED THAT the Northeastern Catholic District School Board adopt the Board Policy - *Joint Transportation* - as presented, on the condition that the other three Boards approve it.

**CARRIED**

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

**G.1 Policies (contd.)**

**G.1.6 Walking Distances**

**Motion**

**Resolution 04-26**

MOVED BY: B. Hevenor  
SECONDED BY: P. Keating

BE IT RESOLVED THAT the Northeastern Catholic District School Board approve the walking distance proposal as presented, on the condition that the other three Boards approve it, effective the 2004-2005 school year.

**CARRIED**

**G.2 Personnel - Mike Resetar**

**G.2.1 Report**

**Motion**

**Resolution 04-27**

MOVED BY: E. King  
SECONDED BY: S. Malciw

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

**CARRIED**

**G.2.2 Hiring**

**Motion**

**Resolution 04-28**

MOVED BY: P. Keating  
SECONDED BY: B. Hevenor

BE IT RESOLVED THAT the Northeastern Catholic District School Board hire the following Teacher Assistants, effective February 16, 2004, in accordance with the provisions of the Collective Agreement in effect with CUPE Local 7777-01:

Danah St. Amand (on a full-time basis, 6 hours a day)  
Peggy Miron (on a full-time basis, 6 hours a day)  
Wendy Dupuis (on a part-time basis, 3 hours a day)

**CARRIED**

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

**G.2 Personnel - Mike Resetar (contd.)**

**G.2.2 Hiring (contd.)**

**Motion**

MOVED BY: B. Hevenor

**Resolution 04-29**

SECONDED BY: S. Malciw

BE IT RESOLVED THAT the Northeastern Catholic District School Board hire Todd Bosak as a Teacher, at the elementary panel, on a full-time basis, effective February 16, 2004, in accordance with the provisions of the Collective Agreement with OECTA Northeastern Unit.

**CARRIED**

**G.2.3 Change of Employment Status**

**Motion**

MOVED BY: B. Hevenor

**Resolution 04-30**

SECONDED BY: C. Angus

BE IT RESOLVED THAT the Northeastern Catholic District School Board approve Sandra Lloyd's change of employment status from 0.5 to 1.0 (6 hours a day), effective February 16, 2004.

**CARRIED**

**G.2.4 Retirement**

**Motion**

MOVED BY: P. Keating

**Resolution 04-31**

SECONDED BY: B. Hevenor

BE IT RESOLVED THAT the Northeastern Catholic District School Board accept, with regret, the retirement of Yvon Garon, effective June 30, 2004.

**CARRIED**

**G.2.5 Resignation**

**Motion**

MOVED BY: P. Keating

**Resolution 04-32**

SECONDED BY: B. Hevenor

BE IT RESOLVED THAT the Northeastern Catholic District School Board accept, with regret, the resignation of Cindy Cor, effective February 13, 2004.

**CARRIED**

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

**G.3 Property - Bob Landry**

**G.3.1 Report**

**Motion**

MOVED BY: S. Malciw

**Resolution 04-33**

SECONDED BY: E. King

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

**CARRIED**

**G.3.2 Capital Projects**

**Motion**

MOVED BY: S. Malciw

**Resolution 04-34**

SECONDED BY: B. Hevenor

BE IT RESOLVED THAT the Northeastern Catholic District School Board approve the capital projects as presented.

**CARRIED**

**G.4 Business and Finance - Luigina Malciw**

**G.4.1 Report**

**Motion**

MOVED BY: B. Hevenor

**Resolution 04-35**

SECONDED BY: E. King

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

**CARRIED**

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

**G.4 Business and Finance - Luigina Malciw (contd.)**

**G.4.2 Cheque Register, Payroll and Monthly Expenditures  
- for the month of January 2004**

**Motion**

MOVED BY: B. Hevenor

**Resolution 04-36**

SECONDED BY: C. Angus

BE IT RESOLVED THAT the Northeastern Catholic District School Board approve the expenditures in the amount of five million six hundred and sixty one thousand four hundred and twenty one dollars and seventeen cents (\$5,661,421.17) in reference to the cheque register for the month of January 2004.

**CARRIED**

**Motion**

MOVED BY: P. Keating

**Resolution 04-37**

SECONDED BY: S. Malciw

BE IT RESOLVED THAT the Northeastern Catholic District School Board approve the expenditures in the amount of seven million one hundred and nineteen thousand two hundred and thirty one dollars and fourteen cents (\$7,119,231.14) in reference to the disbursements and payroll for the month of January 2004.

**CARRIED**

**G.5 Program - Paul Toffanello**

**G.5.1 Report**

**Motion**

MOVED BY: B. Hevenor

**Resolution 04-38**

SECONDED BY: E. King

BE IT RESOLVED THAT the Northeastern Catholic District School Board adopt the Superintendent of Education's Report.

**CARRIED**

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

**G.5 Program - Paul Toffanello (contd.)**

**G.5.2 Home Economics/Technical Program**

**Motion**

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

**Resolution 04-39**

BE IT RESOLVED THAT the Northeastern Catholic District School Board authorize Senior Administration to proceed with the full project of establishing a home economics and technical program at Sacred Heart School in Kirkland Lake.

**CARRIED**

**G.6 Student Trustee - Nil**

**G.7 OCSTA Board of Directors - Nil**

**G.8 Special Education Advisory Committee**

**G.8.1 SEAC Report**

The Minutes of the Special Education Advisory Committee (SEAC) Meeting of Thursday, December 18, 2003 were tabled as information.

**G.8.2 Letter to the Minister of Education**

A letter to the Minister of Education, Gerard Kennedy, was drafted and will be sent on behalf of SEAC regarding an increase of professional development days in the province and also pre-service training for our teachers.

**G.9 Principals'/Administration Report**

**Motion**

MOVED BY: C. Angus  
SECONDED BY: S. Malciw

**Resolution 04-40**

BE IT RESOLVED THAT the Northeastern Catholic District School Board receive the Principals'/Administration Report, from its meeting held on December 8, 2003.

**CARRIED**



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

**G.10 Director of Education's Report**

**Motion**

MOVED BY: S. Malciw

**Resolution 04-41**

SECONDED BY: P. Keating

BE IT RESOLVED THAT the Northeastern Catholic District School Board adopt the Director of Education's Report.

**CARRIED**

**H. COMMITTEE OF THE WHOLE**

**Motion**

MOVED BY: E. King

**Resolution 04-42**

SECONDED BY: C. Angus

BE IT RESOLVED THAT the Northeastern Catholic District School Board accept the report of the Committee of the Whole Board and all recommendations contained therein.

**CARRIED**

**I. UNFINISHED BUSINESS - Nil**

**J. CORRESPONDENCE**

- Letter from Paul Ménard, District Manager, Ministry of Education
- Letter from Philip Asseff, son of Christo Asseff
- Thank you card from Pat Biasetti
- Thank you card from Paul Ménard

All of the aforesaid information was received.

**K. NEW BUSINESS**

**K.1 Trustees' Travel Policy**

A copy of the Board's policy *Conferences/Conventions - Trustees* was provided to the members. A discussion ensued and it was suggested that the policy be revised and brought back to the Board for approval.

**L. INFORMATION - Nil**

**M. FUTURE MEETINGS**

- Saturday, February 21, 2004  
NCDSB Fun Curling Day - Cochrane
  
- Saturday, March 13, 2004 - Catholic Education Centre, Timmins  
Trustees/Senior Administration Retreat - 8:30 a.m.  
Regular Monthly Board Meeting - 11:00 a.m. - C.W.B. In-Camera Meeting to  
be followed by Public Meeting
  
- April 29 - May 1, 2004  
OCSTA AGM 2004 - King Edward Hotel, Toronto

**N. ADJOURNMENT**

**Motion**

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

**Resolution 04-43**

BE IT RESOLVED THAT the Northeastern Catholic District School Board adjourn the meeting at 2:20 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.)**

---

Chair of the Board

---

Secretary-Treasurer