



Minutes of the Nipissing-Parry Sound Catholic District School Board regular meeting held on November 28, 2023 at 7:00 p.m. in the Board Office Boardroom and via *Microsoft Teams*.

| PRESENT | In-Person | Virtual |
|---|---|----------------|
| Chair: | Shawn Fitzsimmons | |
| Vice-Chair: | Jacques Bégin | |
| Trustee: | Leo de Jourdan Barbara McCool Mike Sawyer | John Willemsen |
| Director of Education: | Paula Mann | |
| Exec. Supt. of Corporate Services: | Grace Barnhardt | |
| Superintendent of Education: | Derek Belanger (Asst.) Audrey Gribbons | |
| Communications Officer: | Christopher Piekarski | |
| Recording Secretary: | Victoria Johnson | |
| Student Trustee: | Cheyney Chevrier Lauren Hards | |

| ABSENT (with regrets): | |
|-------------------------------------|---------------|
| Trustees: | Shelly Warren |
| Superintendent of Education: | Jody Weller |

1. CALL TO ORDER

S. Fitzsimmons called the meeting to order at 7:25 p.m.

1.1 Prayer and Land Acknowledgment

M. Sawyer led the group in prayer and acknowledged the Traditional Territory on which the board meeting occurred.

1.2 Roll Call

Roll call completed by V. Johnson.

2. CONSENT AGENDA

Res. NPS 103-23

Moved by trustees J. Willemsen and B. McCool that the Nipissing-Parry Sound Catholic District School Board approve the following:

- 2.1. Regular Meeting **Agenda** of November 28, 2023
- 2.2. Regular Meeting **Minutes** of October 31, 2023
- 2.3. Regular in-camera Session **Minutes** of October 31, 2023

CARRIED

3. DECLARATION OF CONFLICT OF INTEREST

There were no conflicts of interest declared.

4. MEETING MONITOR AND REVIEW

4.1 Meeting Monitor (M. Sawyer) and Review from October Meeting (L. de Jourdan)

The Meeting Monitor's Report from the October 31, 2023 Board meeting prepared by L. de Jourdan was reviewed.

5. OWNERSHIP LINKAGE

6. BOARD EDUCATION

6.1 Coaching Report – October 2023

P. Mann highlighted examples of feedback in the following areas::

- excellent work in finding ways to use board meeting time most effectively.
- potential discussion questions for the Spring ownership linkage session.
- capability #6 "Rigorous monitoring", re: Ends #4 monitoring report.
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- terms of reference for various committees.

Trustee J. Begin highlighted the feedback related to consideration of revision of some content in the Board's bylaws for future consideration.

The Governance Coaching contract has ended for this cycle and therefore this was the last report. The excellent feedback speaks to the leadership and the board's work in governance!

6.2 Follow-up: Information for Ends Development Analysis Guide for the *Skilled Trades at NPSC* presentation

The Board discussed and completed a draft of the Analysis Guide for the *Skilled Trades at NPSC* presentation, which occurred at the November 27, 2023 Committee of the Whole meeting.

7. ITEMS FOR DECISION

7.1 **Ends**

7.2 Governance Process

a) Upcoming and Attended Events by Trustees

- **November 10:** L. de Jourdan, J. Bégin and S. Fitzsimmons attended the SJSH Remembrance Day Ceremony.
- **November 20:** S. Fitzsimmons attended the Parent Involvement Committee meeting.
- **November 27:** S. Fitzsimmons visited Holy Cross School.
- **November 28:** S. Fitzsimmons visited St. Gregory School.

b) Policy Revision: Bylaws

Res. NPS 104-23

Moved by trustees J. Bégin and B. McCool that the Nipissing-Parry Sound Catholic District School Board approve the revisions to Bylaws Article 3.12.1, as per the provided attachment.

CARRIED

c) Audit Committee's Annual Report to the Board (in-camera) – moved to follow 12.3.a.ii

This item is recorded in minutes of the in-camera session.

Res. NPS 110-23

Moved by trustees L. de Jourdan and J. Bégin that the Board receive the Annual Audit Committee Report for the year ended August 31, 2023.

CARRIED

d) Audit Committee's Annual Report to the Ministry of Education (in-camera) – moved to follow 12.3.a.ii

This item is recorded in minutes of the in-camera session.

Res. NPS 111-23

Moved by trustees J. Willemsen and L. de Jourdan that the Board receive the Annual Audit Committee Report to the Ministry of Education for the year ended August 31, 2023, as attached.

CARRIED

7.3 Executive Limitations

a) EL5 – Accumulated Surplus Transfers – 2022-2023 Financial Statements

Res. NPS 105-23

Moved by trustees L. de Jourdan and B. McCool that the Nipissing-Parry Sound Catholic District School Board approve:

1. the audited financial statements for the year ended August 31, 2023.
2. the transfer resulting from the in-year surplus of \$337,965 from operations to Accumulated Surplus – Available for Compliance – Working Funds for the 2022-2023 Financial Statement year.
3. the in-year transfer of \$172,418 from Accumulated Surplus – Available for Compliance – Committed Capital Projects to Accumulated Surplus – Available for Compliance Working Funds.
4. the in-year transfer of \$95,000 from Accumulated Surplus – Available for Compliance – Pathways for Student Success to Accumulated Surplus – Available for Compliance – Working Funds.
5. the in-year transfer of \$400,000 from Accumulated Surplus – Available for Compliance – Working Funds to Accumulated Surplus – Available for Compliance – Working Funds – Capital Projects.
6. the in-year transfer of \$77,382 from Accumulated Surplus – Available for Compliance – Working Funds and \$365,730 Accumulated Surplus – Available for Compliance – Working Funds – Capital Projects, a total of \$443,112, to Accumulated Surplus – Unavailable for Compliance – for Revenues Recognized for Land.
7. the in-year transfer of \$11,932 from Accumulated Surplus – Available for Compliance – Working Funds to Accumulated Surplus – Unavailable for Compliance, representing the net adjustments to the Unavailable for Compliance.
8. the in-year transfer of \$234,270 from Accumulated Surplus – Available for Compliance Working Funds – Capital Projects to Accumulated Surplus – Available for Compliance – Committed Capital Projects.

CARRIED

7.4 Board of Trustees – Staff Linkage

8. LINKAGE WITH CATHOLIC EDUCATION SUPPORTERS

8.1 OCSTA/CCSTA Resolutions and Information Items

The 2024 AGM Resolutions package was provided as information.

8.2 OCSTA Memos

The following memos were provided as information:

- a. Nov 1/23: OCSTA Student Trustee Alumni Award
- b. Nov 1/23: OCSTA Trustee Award of Merit
- c. Oct 30/23: OCSTA 2024-2025 GSN Submission
- d. Nov 16/23: Presentations to the OCSTA First Nation Trustees Advisory Council

8.3 OCSTA 2024 Catholic Trustees PD Seminar, January 19-20, 2024

The seminar package was provided as information. Trustees were reminded of the early bird deadline of December 8, and were asked to advise V. Johnson if they will be attending.

9. **REQUIRED APPROVALS AGENDA**

10. **MONITORING REPORTS**

10.1 Policy E1 – ENDS #1-3 Monitoring Report

Res. NPS 106-23

Moved by trustees J. Bégin and J. Willemsen 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 (Auditor's Report & Financial Statements) – Financial Condition and Activities Monitoring Report

Res. NPS 107-23

Moved by trustees L. de Jourdan and B. McCool that the Nipissing-Parry Sound Catholic District School Board approve the attached Auditor's Report (external, EL5) for the 2022-2023 school year (as per Board By-Law 7.6.1.3), and the corresponding Financial Statements and Notes.

CARRIED

10.3 Policy EL8 – Compensation and Benefits Monitoring Report

Res. NPS 108-23

Moved by trustees L. de Jourdan and J. Bégin 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 GP5 – Agenda Planning

The self-evaluation for policy **GP5 – Agenda Planning** was completed by M. Sawyer.

The Chair requested permission to continue the Board meeting past 9:00 p.m., in which the Board agreed.

11.2 Meeting Monitor's Report

The meeting monitor's report was completed by M. Sawyer.

12. INCIDENTAL INFORMATION

12.1 **Director's Report and Information Requested in EL-10**

In the interest of time, the following items were presented as information and Trustees were asked to direct any questions to the Director of Education.

- a. NPSC Math Achievement Action Plan Submission
- b. Mental Health Literacy Modules for Grades 7 and 8
- c. Ministry Memos:
 - i. Nov 15/23: Implementation of the New Transitional Certificate

12.2 **Student Trustee Report**

C. Chevrier and L. Hards provided a verbal update to the student trustee report that was included in the package as information.

J. Bégin commended SJSH students on their performance during the November 10 Remembrance Day ceremony.

12.3 **Other Information Items**

a) Committee Reports

i. Minutes of the November 14, 2023 SEAC Meeting

The minutes were provided as information.

ii. Minutes of the November 20, 2023 PIC Meeting

The minutes were provided as information.

Res. NPS 109-23

Moved by trustees J. Bégin and L. de Jourdan that the Board go into the in-camera session of the Regular meeting.

CARRIED

iii. Minutes of the November 21, 2023 Audit Committee Meeting (in-camera)

This item is recorded in minutes of the in-camera session.

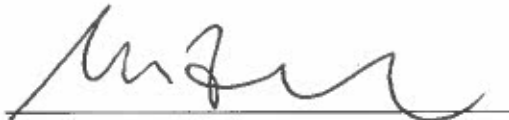
b) Media Monitoring

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

13. ADJOURNMENT

The meeting adjourned at 9:23 p.m.

Moved and adopted this 19th day of December, 2023.



Chair



Secretary