



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 community and family.

Board Meeting Agenda



By order of the Chair, Teresa Gallik, the regular meeting of the Kenora Catholic District School Board will be held **Tuesday, September 19, 2023**, at the Catholic Education Centre and virtually via Microsoft Teams. The Committee of the Whole meeting will commence at 6:00 p.m. **The public meeting will commence at 7:00 p.m.**

AGENDA

1. **OPENING PRAYER AND RITE OF COMMISSIONING OF STUDENT TRUSTEES**

2. **ROLL CALL**

3. **COMMITTEE OF THE WHOLE**

THAT the Board resolve into Committee of the Whole and the meeting be closed to the public in accordance with the provisions of Section 207 (2) of the Education Act, R.S.O. 1990, c.E.2.

4. **DECLARATIONS OF PECUNIARY INTEREST**

5. **CONSIDERATION AND APPROVAL OF THE AGENDA**

Recommendation:

THAT the agenda be approved as presented/amended.

6. **CONFIRMATION OF MINUTES**

Recommendation:

THAT the minutes of the Regular Board Meeting of the Kenora Catholic District School Board of June 20, 2023, be approved as circulated/amended. (P. 1)

Recommendation:

THAT the minutes of the Special Board Meeting of the Kenora Catholic District School Board of June 26, 2023, be approved as circulated/amended. (P. 8)

7. **BUSINESS ARISING FROM THE MINUTES**

8. **DELEGATIONS AND PRESENTATIONS**

8.1 2023 Summer Learning Program – **Jared Ralko**

8.2 Education Services: Early Years Coordinator – **Marnie Buffett**

8.3 Education Services: Curriculum Coordinator – **Nancy Barclay**

8.4 Education Services: Special Education Elementary Learning Resource Lead – **Leanne Chisholm**

8.5 Student Trustee Report – **Joshua Pitt, Jesse Peterson, and Benjamin Favreau**



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Board Meeting Agenda



10. POLICY GOVERNANCE

10.1 Approval of Minutes

Recommendation: (P. 12)

THAT the report of the Policy Governance Committee meeting of September 12, 2023, be approved as circulated.

10.2 Policy

10.3 Personnel

10.3.1 2023 Principal Assignment Report – **Maureen Frankcom (P. 17)**

10.3.2 2023 Staffing Report – **Alison Smith (P. 18)**

10.3.3 Emergency Appointments – **Nicole Kurtz (P. 19)**

Recommendation:

THAT the Board authorize the Director of Education to invoke, as required, the emergency procedure (Reg. 298, 21) to appoint a person who is not a teacher or a temporary teacher, if no qualified teacher is available, for a period of 10 days with the option to renew this appointment.

10.4 Property

10.5 Finance

10.6 Program

10.6.1 National Day for Truth and Reconciliation – **Nicole Kurtz (P. 20)**

10.6.2 Initial Enrolment Report - **Alison Smith**

10.7 Negotiations

10.8 Other

10.8.1 Changes to Board Meetings Dates for 2023 – 2024 - **Nicole Kurtz (P. 21)**

Recommendation:

THAT the Board Meeting of Tuesday, November 21, 2023, be rescheduled to Monday, November 20, 2023.

Recommendation:

THAT the Board Meeting of Tuesday, March 19, 2024, be rescheduled to Tuesday, March 26, 2024.



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Board Meeting Agenda



11. **COMMITTEE OF THE WHOLE**

Recommendation:

THAT the Board accept the report of the Committee of the Whole and all recommendations contained therein.

12. **UNFINISHED BUSINESS**

13. **NEW BUSINESS**

14. **INFORMATION**

15. **FUTURE MEETINGS**

16. **FUTURE MEETINGS**

POLICY GOVERNANCE MEETINGS

October 3, 2023

November 7, 2023

December 5, 2023

REGULAR BOARD MEETINGS

Tuesday, October 17

Monday, November 20 (Annual Board Meeting)

Tuesday, December 19

CATHOLIC PARENT INVOLVEMENT COMMITTEE

Wednesday, October 18, at 11:30 AM

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, September 22 at 1:30 PM

Friday, October 20 at 1:30 PM

Friday, November 17 at 1:30 PM

Friday, December 8 at 1:30 PM

Friday, January 12 at 1:30 PM

Friday, February 16 at 1:30 PM



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Board Meeting Agenda



INTERNAL AUDIT COMMITTEE MEETINGS

Tuesday, September 19 at 4:00 PM

SCHOOL COUNCIL MEETINGS

St. Louis Living Arts School – September 12 at 5:30 PM

École Ste-Marguerite Bourgeoys – September 13 at 5:00 PM

St. John School – September 19 at 6:00 PM

St. John Paul II School – September 20 at 7:00 PM

St. Thomas Aquinas High School – November 20 at 7:00 PM

TRUSTEE TRAVEL / PROFESSIONAL DEVELOPMENT

OCSTA Fall Regional Meeting Friday, October 6 in Thunder Bay

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 – 24
November 15, 2023	School Board Financial Statements for 2022 – 23
December 15, 2023	School Board Revised Estimates for 2023 – 204
May 15, 2024	School Board Financial Report for September 1, 2023, to March 31, 2024

17. ADJOURNMENT

Recommendation:

THAT the meeting adjourn at _____ p.m.



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REGULAR BOARD MEETING ¹

Meeting Report

June 20, 2023



MEETING DATE:	June 20, 2023
LOCATION OF MEETING:	Catholic Education Centre
SUBJECT OF MEETING:	Regular Board Meeting
CHAIR:	Teresa Gallik
TRANSCRIBER:	Trina Henley
TIME OF MEETING:	7:00 p.m. – 7:51 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.	EF	<input checked="" type="checkbox"/>	Elizabeth Favreau	Student Trustee
5.	JP	<input checked="" type="checkbox"/>	Joshua Pitt	Student Trustee
6.	JR	<input checked="" type="checkbox"/>	Jamey Robertson	Superintendent of Education
7.	JW	<input type="checkbox"/>	Jeffrey White	Trustee
8.	LT	<input checked="" type="checkbox"/>	Lorne Temple	Trustee
9.	ML	<input checked="" type="checkbox"/>	Marie Lundin	Trustee
10.	NK	<input checked="" type="checkbox"/>	Nicole Kurtz	Director of Education
11.	PL	<input checked="" type="checkbox"/>	Paul Landry	Vice Chair
12.	TG	<input checked="" type="checkbox"/>	Teresa Gallik	Chair
13.	ZK	<input checked="" type="checkbox"/>	Zhaawan Kavanaugh	Student Trustee

AGENDA

- OPENING PRAYER** – Mariette Martineau opened the meeting with a meaningful prayer, bringing everyone into the presence of the Lord.
- ROLL CALL** – Trustee Jeffrey White was noted as absent with regret.
- COMMITTEE OF THE WHOLE**

Motion #053 Moved by Paul Landry
 Seconded by Derek Favreau

Recommendation:

THAT the Board resolve into Committee of the Whole and the meeting be closed to the public in accordance with the provisions of Section 207 (2) of the Education Act, R.S.O. 1990, c.E.2.

Carried.



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REGULAR BOARD MEETING ²

Meeting Report

June 20, 2023



4. DECLARATIONS OF PECUNIARY INTEREST - NIL

5. CONSIDERATION AND APPROVAL OF THE AGENDA

Motion #054 Moved by Paul Landry
Seconded by Lorne Temple
Recommendation:
THAT the agenda be approved as presented.

Carried.

6. CONFIRMATION OF MINUTES

Motion #055 Moved by Angela Bishop
Seconded by Derek Favreau
Recommendation:
THAT the minutes of the Regular Board Meeting of the Kenora Catholic District School Board of May 16, 2023, be approved as circulated.

Carried.

7. BUSINESS ARISING FROM THE MINUTES

8. DELEGATIONS AND PRESENTATIONS

8.1 Student Trustee Report – **E. Favreau, Z. Kavanaugh, and J. Pitt**

Student Trustees Elizabeth Favreau, Zhaawan Kavanaugh and Joshua Pitt, provided a report on the activities and initiatives happening at St. Thomas Aquinas High School in June. Students highlighted the Year End Mass, Stellars Awards, National Indigenous Peoples Day as well as the Graduation Celebration on June 28 at the Whitecap Pavilion.

The school hosted a Pride Walk for students from different grades recognizing and welcoming inclusivity for all.

As it was the last Board Meeting for Elizabeth and Zhaawan, they welcomed incoming student trustees and thanked the Board of Trustees for the opportunity to serve as a Student Trustee.



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REGULAR BOARD MEETING ³

Meeting Report

June 20, 2023



8.2 Presentation to Student Trustees – **T. Gallik**

Chair Teresa Gallik provided a special presentation to the Student Trustees thanking them for their dedication, service, and monthly reports. Students were provided with a gift of gratitude.

9. POLICY GOVERNANCE

9.1 Approval of Minutes

Motion #056 Moved by Marie Lundin
Seconded by Angela Bishop

Recommendation:

THAT the report of the Policy Governance Committee meeting of June 6, 2023, be approved as presented.

Carried.

9.2 Policy

9.2.1 Policy #20 – Delegations to the Board – **N. Kurtz**

Motion #057 Moved by Paul Landry
Seconded by Derek Favreau

Recommendation:

THAT the Board approve the revisions to Policy #20 – Delegations to the Board effective immediately.

Carried.

9.3 Personnel

9.3.1 Resignation of Maria Froese

Motion #058 Moved by Marie Lundin
Seconded by Lorne Temple

Recommendation:

THAT the Board accept the resignation of Maria Froese for the purposes of retirement, effective June 30, 2023, with regret.

Carried.



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REGULAR BOARD MEETING ⁴ Meeting Report June 20, 2023



- 9.3.2 Occupational Health and Safety Committee Report for 2022 – 2023 – **A. Smith**
Alison Smith, Superintendent of Business, Facilities, and Planning Services, provided a report of the Occupational Health and Safety Committee’s goals, initiatives, and accomplishments for the 2022 – 2023 school year.

Motion #059 Moved by Angela Bishop
Seconded by Marie Lundin
Recommendation:
THAT the Board accept the 2022 – 2023 Occupational Health and Safety Committee Report as presented.

Carried.

9.4 **Property**

9.5 **Finance**

- 9.5.1 2023 – 2024 Budget – **A. Smith**
Alison Smith, Superintendent of Business, Facilities, and Planning Services provided a report on the 2023 – 2024 budget. Smith reported that the Board is estimating revenues of \$33,746, 899 and expenses of \$34,081,786, and is projecting an annual deficit of \$334,887.

Smith reported that the 2023 – 2024 budget is in compliance with Ministry of Education regulation 280/19.

Motion #060 Moved by Lorne Temple
Seconded by Paul Landry
Recommendation:
THAT the Board approve the 2023 – 2024 Budget as presented.

Carried.

9.5.2 Borrowing Resolution – **A. Smith**

Motion #061 Moved by Marie Lundin
Seconded by Derek Favreau
Recommendation:
THAT the Board renew the borrowing resolution with the Canadian Imperial Bank of Commerce for \$5,000,000 with the total amount previously borrowed that has not been repaid at \$0.00.

Carried.



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REGULAR BOARD MEETING

Meeting Report

June 20, 2023



9.6 Program

9.6.1 School Council & Catholic Parent Involvement Committee Report – **N. Kurtz**

Director Kurtz reported that the Trustees received a report from each school on June 6 regarding the fundraising initiatives and purchases by each of the School Councils and Catholic Parent Involvement Committee throughout the school year.

Motion #062 Moved by Lorne Temple

Seconded by Derek Favreau

Recommendation:

THAT the Board accept the 2022 – 2023 School Council and Catholic Parent Involvement Committee Reports as presented.

Carried.

9.6.2 Special Education Advisory Committee Report for 2022 – 2023 – **M. Lundin**

Marie Lundin provided a report on the Special Education Advisory Committee for 2022 – 2023, highlighting activities and accomplishments during the school year.

Motion #063 Moved by Angela Bishop

Seconded by Paul Landry

Recommendation:

THAT the Board accept the Special Education Advisory Committee Report for 2022 – 2023, as presented.

Carried.

9.6.3 Graduation 2023 – **N. Kurtz**

Director Nicole Kurtz provided a report on the 2023 Graduation Celebration. Kurtz noted that the Most Reverend Bishop Fred J. Colli will be presiding at mass at the Notre Dame du Portage Church along with Father Rudy. Mass is on Wednesday, June 28 at 10:00 AM, and the Graduation Celebration will take place at the Whitecap Pavilion overlooking Lake of the Woods, at 7:00 PM, also on June 28. All are welcome to celebrate the class of 2023.

9.7 Negotiations

9.8 Other



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REGULAR BOARD MEETING

Meeting Report

June 20, 2023



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10. COMMITTEE OF THE WHOLE

Motion #064 Moved by Derek Favreau
Seconded by Lorne Temple

Recommendation:

THAT the Board accept the report of the Committee of the Whole and all recommendations contained therein.

Carried.

11. UNFINISHED BUSINESS

12. NEW BUSINESS

13. INFORMATION

14. FUTURE MEETINGS

POLICY GOVERNANCE MEETINGS

September 12, 2023

October 3, 2023

November 7, 2023

SPECIAL BOARD MEETINGS

NIL

REGULAR BOARD MEETINGS

September 19, 2023

October 17, 2023

November 21, 2023

CATHOLIC PARENT INVOLVEMENT COMMITTEE

Wednesday, October 18 at 11:45 AM

SPECIAL EDUCATION ADVISORY COMMITTEE

Friday, September 23 at 1:30 PM

INTERNAL AUDIT COMMITTEE

Tuesday, June 20 at 4:00 PM

SCHOOL COUNCIL MEETINGS

New School Council Schedule in Fall 2023 - 2024



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REGULAR BOARD MEETING ⁷

Meeting Report

June 20, 2023



TRUSTEE TRAVEL / PROFESSIONAL DEVELOPMENT

Student Trustee Onboarding Session, Wednesday, September 6 at 11:00 AM

OCSTA Fall Regional Meeting Friday, October 6 in Thunder Bay

MINISTRY OF EDUCATION FINANCIAL REPORTING DEADLINES

Date	Description
June 30, 2023	School Board Estimates for 2023 – 24
November 15, 2023	School Board Financial Statements for 2022 – 23
December 15, 2023	School Board Revised Estimates for 2023 – 204
May 15, 2024	School Board Financial Report for September 1, 2023, to March 31, 2024

15. ADJOURNMENT

Motion #065 Moved by Angela Bishop
 Seconded by Paul Landry
Recommendation:
 THAT the meeting adjourn at 7:51 p.m.

Carried.

Chairperson

Secretary/Treasurer



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MEETING DATE:	June 26, 2023
LOCATION OF MEETING:	Virtually via Microsoft Teams / Catholic Education Centre
SUBJECT OF MEETING:	Special Board Meeting
CHAIR:	Teresa Gallik
TRANSCRIBER:	Trina Henley
TIME OF MEETING:	12:30 p.m. – 12:36 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.	EF	<input type="checkbox"/>	Elizabeth Favreau	Student Trustee
5.	JP	<input type="checkbox"/>	Joshua Pitt	Student Trustee
6.	JR	<input checked="" type="checkbox"/>	Jamey Robertson	Superintendent of Education
7.	JW	<input checked="" type="checkbox"/>	Jeffrey White	Trustee
8.	LT	<input checked="" type="checkbox"/>	Lorne Temple	Trustee
9.	ML	<input checked="" type="checkbox"/>	Marie Lundin	Trustee
10.	NK	<input checked="" type="checkbox"/>	Nicole Kurtz	Director of Education
11.	PL	<input checked="" type="checkbox"/>	Paul Landry	Vice Chair
12.	TG	<input checked="" type="checkbox"/>	Teresa Gallik	Chair
13.	ZK	<input type="checkbox"/>	Zhaawan Kavanaugh	Student Trustee

AGENDA

- OPENING PRAYER** – Teresa Gallik opened the meeting with a meaningful prayer bringing everyone into the presence of the Lord.
- ROLL CALL** – All Trustees were present.
- COMMITTEE OF THE WHOLE**
- DECLARATIONS OF PECUNIARY INTEREST - NIL**



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5. CONSIDERATION AND APPROVAL OF THE AGENDA

Motion #066 Moved by Angela Bishop
Seconded by Jeffrey White
Recommendation:
THAT the agenda be approved as presented.

Carried.

6. CONFIRMATION OF MINUTES

7. BUSINESS ARISING FROM THE MINUTES

8. DELEGATIONS AND PRESENTATIONS

9. POLICY GOVERNANCE:

9.1 Approval of Minutes

9.2 Policy

9.3 Personnel

9.4 Property

9.5 Finance

9.6 Program

9.6.1 New School Logo for St. Louis School – **M. Frankcom**

Principal Maureen Frankcom provided a report on the proposed new school logo as well as the consultation process with the school community during the visioning and creation of the new logo. The logo reflects the diversity and uniqueness of the school's living arts programming.

Motion #067 Moved by Marie Lundin
Seconded by Jeffrey White
Recommendation:
THAT the Board approve the new logo for St. Louis School effective immediately.

Carried.

9.7 Negotiations

9.8 Other



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SPECIAL BOARD MEETING
Meeting Report
June 26, 2023

10. **COMMITTEE OF THE WHOLE**
11. **UNFINISHED BUSINESS**
12. **NEW BUSINESS**
13. **INFORMATION**
14. **FUTURE MEETINGS**

POLICY GOVERNANCE MEETINGS

September 12, 2023
October 3, 2023
November 7, 2023

SPECIAL BOARD MEETINGS

NIL

REGULAR BOARD MEETINGS

September 19, 2023
October 17, 2023
November 21, 2023

CATHOLIC PARENT INVOLVEMENT COMMITTEE

Wednesday, October 18, 2023, at 11:45 AM

SPECIAL EDUCATION ADVISORY COMMITTEE

Friday, September 23, 2023, at 1:30 PM

INTERNAL AUDIT COMMITTEE

Tuesday, June 20, 2023, at 4:00 PM

SCHOOL COUNCIL MEETINGS

New School Council Schedule in Fall 2023 - 2024

TRUSTEE TRAVEL / PROFESSIONAL DEVELOPMENT

Student Trustee Onboarding Session, Wednesday, September 6, 2023, at 11:00 AM
OCSTA Fall Regional Meeting Friday, October 6, 2023, in Thunder Bay



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SPECIAL BOARD MEETING

Meeting Report

June 26, 2023

MINISTRY OF EDUCATION FINANCIAL REPORTING DEADLINES

Date	Description
June 30, 2023	School Board Estimates for 2023 – 24
November 15, 2023	School Board Financial Statements for 2022 – 23
December 15, 2023	School Board Revised Estimates for 2023 – 204
May 15, 2024	School Board Financial Report for September 1, 2023, to March 31, 2024

15. ADJOURNMENT

Motion #068 Moved by Derek Favreau
 Seconded by Lorne Temple
Recommendation:
THAT the meeting adjourn at 12:36 p.m.

Carried.

Chairperson

Secretary/Treasurer



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POLICY GOVERNANCE COMMITTEE September 12, 2023



MEETING DATE:	September 12, 2023
LOCATION OF MEETING:	Catholic Education Centre
SUBJECT OF MEETING:	Policy Governance Committee Meeting
CHAIR:	Teresa Gallik
TRANSCRIBER:	Trina Henley
TIME OF MEETING:	6:00 p.m.

ATTENDED BY:

	INIT	ATTENDANCE	PERSON	TITLE
1.	AB	<input 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 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** – Chair Teresa Gallik called the meeting to order at 6:00 PM.
- OPENING PRAYER** – Teresa Gallik opened the meeting with a meaningful prayer bringing everyone into the presence of the Lord.
- ROLL CALL** – Trustees Jeffrey White and Angela Bishop were noted as absent with regret.
- DECLARATIONS OF PECUNIARY INTEREST - NIL**
- APPROVAL OF AGENDA** – The agenda was approved as presented.
- PRESENTATIONS/DELEGATIONS**



7. PRESENTATIONS AND REPORTS

7.1 **Policy**

7.1.1 Policy #23: Director of Education Performance Appraisal – **N. Kurtz**
Director Kurtz provided an overview of proposed changes to reduce the categories of Policy #23: Director of Education Performance Appraisal. Kurtz reported that the Ministry of Education has indicated that a provincial Director of Education Performance Evaluation template will be provided. However, it's not ready at this time. The Trustees accepted the proposed revisions, which will be brought forward at the October Policy Governance Committee Meeting.

7.2 **Personnel**

7.2.1 Onboarding Report for New Student Trustees – **N. Kurtz**
Director Kurtz provided an overview of the agenda and topics covered at the Student Trustee Onboarding Luncheon held on September 6. New for 2023 – 2024, the Student Trustees will be meeting with their Principal to review their report prior to the Regular Board Meeting.

7.2.1 Monthly Director's Report – **N. Kurtz**
Director Kurtz provided an overview of a proposed monthly Director's Report. The aim of the report is to provide a highlight of the priorities and accomplishments for the month. Trustees accepted the report as presented.

7.3 **Property**

7.4 **Finance**

7.4.1 Trustee Budget for 2023 – 2024 – **A. Smith**
Superintendent Alison Smith provided a report on the proposed Trustee Budget for the 2023 – 2024 School Year. The budget has been developed to be in alignment with the Ministry of Education estimates.

7.4.2 Trustee Travel and Professional Development Plan for 2023 – 2024 – **N. Kurtz**
Director Nicole Kurtz provided an overview of the Trustee Professional Development Plan for 2023 – 2024. Trustees were asked to consider the annual conferences, choosing one to two conferences by the October 3 Policy Governance Committee Meeting.

The aim is to have an annual Trustee Travel Schedule created in October identifying which Trustees are traveling to various conferences.

7.5 **Program**

7.6 **Negotiations**

7.7 **Other**



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POLICY GOVERNANCE COMMITTEE September 12, 2023



7.7.1 OCSTA 2023 Fall Regional Meeting – N. Kurtz

Trustees were provided with a review of the draft discussion paper prepared for presentation at the Ontario Catholic School Trustees' Association Fall Regional Meeting on October 6. The Trustees accepted the discussion paper as presented. The paper will be forwarded to the OCSTA in advance of the meeting.

7.7.2 Review of Meetings of the Board for 2023 – 2024 – N. Kurtz

Trustees were provided with a schedule of the 2023 – 2024 Board Meetings. Trustees accepted the recommendation to move the Tuesday, November 21 Board Meeting to Monday, November 20. Trustees accepted the recommendation to move the Tuesday, March 19 Board Meeting to Tuesday, March 26.

8. UNFINISHED BUSINESS

9. CORRESPONDENCE

10. NEW BUSINESS

11. INFORMATION

11.1 Committees of the Board – N. Kurtz

Trustees were provided with the 2023 Committees of the Board. The committees will be reviewed following the November Annual Board Meeting.

11.2 Policy Governance Committee Chairs for 2023 – 2024 – N. Kurtz

Trustees were provided with a schedule of Policy Governance Committee Chairs for 2023 – 2024. Trustees Marie Lundin and Derek Favreau changed their dates. Trustees will be provided with an updated schedule.

11.3 Trustee Twinning Report for 2023 – N. Kurtz

Trustees were provided with the Trustee Twinning Report, identifying which Trustees are twinned with each school. Trustees were advised that they have a standing invitation to school masses, school council meetings, and activities. All dates are entered on the school and board websites as well as the KCDSB App. Trustees are encouraged to check for opportunities to participate in the school.

11.4 Policy Review Schedule for 2023 - 2026 – N. Kurtz

Trustees were provided with the Policy Review Schedule for 2023 – 2026.

12. FUTURE MEETINGS

POLICY GOVERNANCE MEETINGS

October 3, 2023

November 7, 2023

December 5, 2023



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POLICY GOVERNANCE COMMITTEE September 12, 2023



SPECIAL BOARD MEETINGS

NIL

REGULAR BOARD MEETINGS

Tuesday, September 19

Tuesday, October 17

Tuesday, November 21 (Annual Board Meeting)

Tuesday, December 19

CATHOLIC PARENT INVOLVEMENT COMMITTEE

Wednesday, October 18, at 11:30 AM

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, September 22 at 1:30 PM

Friday, October 20 at 1:30 PM

Friday, November 17 at 1:30 PM

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, September 19 at 4:00 PM

SCHOOL COUNCIL MEETINGS

St. Louis Living Arts School – September 12 at 5:30 PM

École Ste-Marguerite Bourgeoys – September 13 at 5:00 PM

St. Thomas Aquinas High School – September 18 at 6:00 PM

St. John School – September 19 at 6:00 PM

St. John Paul II School – September 20 at 7:00 PM

TRUSTEE TRAVEL / PROFESSIONAL DEVELOPMENT

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POLICY GOVERNANCE COMMITTEE September 12, 2023



MINISTRY OF EDUCATION FINANCIAL REPORTING DEADLINES

Date	Description
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November 15, 2023	School Board Financial Statements for 2022 – 23
December 15, 2023	School Board Revised Estimates for 2023 – 204
May 15, 2024	School Board Financial Report for September 1, 2023, to March 31, 2024

13. **ADJOURNMENT** – The meeting adjourned at 7:00 PM.

2023 - 2024 Principal Assignments ¹⁷

St. Thomas Aquinas High School

St. John Paul II School



 **Kylie Hughes**
Principal

 **Mark Richards**
Vice Principal

 **Jared Ralko**
Vice Principal

 **Tammy Bush**
Principal


 **Travis Batters**
Vice Principal

École Ste-Marguerite Bourgeoys

St. John School St. Louis Living Arts School



 **Hilary Aitken**
Principal

 **Jordan Temple**
Acting Vice
Principal

 **Corinna Glazier**
Principal

 **Erin Hercun**
Principal





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.

STAFFING CHANGES FOR 2023-2024

NEW STAFF 2023-2024 SCHOOL YEAR

St. Thomas Aquinas High School	
Vice Principal	
Teacher (ECPP)	
Teacher	
Teacher	
Education Assistant	
Education Assistant	
Education Assistant (0.5)	
Administrative Assistant	
Administrative Assistant	
Administrative Assistant	
Administrative Assistant	
St. John School	
Teacher	
Teacher	
Teacher	
Teacher	
Education Assistant	
Early Childhood Educator	
First Nation Life Skills Coach	
Head Custodian	
St. John Paul II School	
École Ste-Marguerite Bourgeoys	
Acting Vice Principal – 1 year	
Education Assistant	
St. Louis School	
Principal – 1 year	
Education Assistant	
System	
Assistant to the Director – 1 year	
Administrative Assistant Receptionist- CEC	
Positive Behaviour Interventions Support Coach	
ESL Tutor	
Destreaming Lead (0.5FTE)	
Math Learning Lead – 1 year	



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BRIEFING PAPER

19

SUBJECT:	Emergency Appointments
DATE:	September 19, 2023
PREPARED FOR:	Regular Board Meeting
AGENDA AREA:	Public Session
PREPARED BY:	Nicole Kurtz, Director of Education

Background/History:

Regulation 298: Operation of Schools – General, Section 21, refers to Appointment to Teach in Case of an Emergency. Section 21 states:

21. (1) Where no teacher is available, a board may appoint, subject to section 22, a person who is not a teacher or a temporary teacher. R.R.O. 1990, Reg. 298, s. 21 (1).

(2) A person appointed under subsection (1) shall be 18 years of age or older and hold an Ontario secondary school diploma, a secondary school graduation diploma or a secondary school honour graduation diploma, or an equivalent to any of them. O. Reg. 29/08, s. 2.

(3) An appointment under this section is valid for ten school days commencing with the day on which the person is appointed. R.R.O. 1990, Reg. 298, s. 21 (3).

Current Situation:

Each year we have cases within our schools where a teacher or temporary teacher is not available and someone needs to be appointed who is not qualified for a period of less than ten days. This normally happens in the spring when new teachers graduate but are not yet fully qualified through the Ontario College of Teachers. If we do not have a qualified occasional teacher available we call these new graduates and use them as outlined in Regulation 298. This motion is passed at the September Board Meeting every year giving the responsibility to the Director of Education to appoint an unqualified person to teach in an emergency situation when no qualified teacher is available.

Budgetary/Financial Consideration:

There are no budgetary considerations for this item.

Communications Plan:

Communication of this decision will take place through the minutes of the regular Board Meeting which are posted on the website and available in printed form.

Recommendations:

It is recommended that the trustees of the Kenora Catholic District School Board approve the motion to authorize the Director of Education to invoke, as required, the emergency procedure outlined in Regulation 298 section 21.



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Dedicated to Excellence in Catholic Education

September 2023

Dear KCDSB families,

On Friday, Sept. 29th our schools will honour National Day for Truth and Reconciliation, also known as Orange Shirt Day. While the official day falls on Saturday, Sept. 30th we will take the opportunity on Friday to wear our orange shirts and reflect on reconciliation as a system.

Last year Kenora Catholic partnered with now-graduated St. Thomas Aquinas High School student, Kitana Blackhawk, to design a unique logo for Kenora Catholic. The logo (pictured to the right) was designed by Blackhawk in honour of the children who never returned home from the residential school system as well as the survivors and family members who continue to be affected to this day.

“We put shoes around the roundabout so the children who lost their lives could have the shoes they needed to walk towards the spirit world, the Creator’s end of life. I really loved the movement and now that they’re getting justice, I felt it needed more love. So, I added the heart,” said Kitana about her design.

This year we are pleased to share that each student is being gifted an Orange T-shirt with Kitana’s design on it. We encourage you to dress your child in this orange T-shirt on Friday, Sept. 29th.

We also invite you to join us at 11:00 a.m. for a song and prayer led by Elder Terry Skead in-person in front of the board office or via a Facebook live stream. You will receive an email closer to the date with the link, please note you do not need to have a Facebook account to view the livestream.

We look forward to honouring this day with our families and students.



Yours in Catholic education,

The Kenora Catholic District School Board

Ontario School Year Calendar 2023-2024

Calendar Title 98947428: 2023 - 2024 School Year Calendar (Secondary Panel)		Calendar Description This 2023 - 2024 School Year Calendar is assigned to St. Thomas Aquinas High School (9 - 12) at the Kenora Catholic District School Board.					LEGEND	
Board Name Kenora CDSB		Date Created Apr 14, 2023	Panel Secondary	Calendar Type Modified	Calendar Status Pending review by the Ministry			H Statutory Holiday
Start of School Year Aug 28, 2023	End of School Year Jun 21, 2024	First Day Students Aug 30, 2023	Last Day Students Jun 21, 2024	Total PA Days 7	Total Instr. Days 177	Total Exam Days 10	E Scheduled Examination Day	
							P Board Directed PA Day	
							P* PA Day Devoted to Provincial Priorities*	
							B Board Designated Holiday	
							/ Half Day	

MONTH	First Week					Second Week					Third Week					Fourth Week					Fifth Week					PA Days	Instr. Days	Exam Days
	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F			
August 2023		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28 P	29 P*	30	31		2	2	0
September 2023					1	4 H	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29	0	20	0
October 2023	2	3	4	5	6	9 H	10	11	12	13	16	17	18	19	20	23	24	25	26	27 P*	30	31				1	20	0
November 2023			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27 P	28	29	30		1	21	0
December 2023					1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25 B	26 B	27 B	28 B	29 B	0	16	0
January 2024	1 B	2 B	3 B	4 B	5 B	8	9	10	11	12	15	16	17	18	19	22 E	23 E	24 E	25 E	26 P	29	30	31			1	13	4
February 2024				1	2	5	6	7	8	9	12	13	14	15	16	19 H	20	21	22	23	26	27	28	29		0	20	0
March 2024					1	4	5	6	7	8	11 B	12 B	13 B	14 B	15 B	18	19	20	21	22	25	26	27	28	29 H	0	15	0
April 2024	1 H	2	3	4	5	8	9	10	11	12	15	16	17	18	19 P*	22	23	24	25	26	29	30				1	20	0
May 2024			1	2	3	6	7	8	9	10	13	14	15	16	17	20 H	21	22	23	24	27	28	29	30	31	0	22	0
June 2024	3	4	5	6	7	10 P	11	12	13	14 E	17 E	18 E	19 E	20 E	21 E	24	25	26	27	28						1	8	6
July 2024	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31			0	0	0
TOTAL																					7	177	10					

	Policy Governance Committee Meetings (First Tuesday of every month unless otherwise stated)
	Regular Board Meetings (Third Tuesday of every month unless otherwise stated)

*Variances to Schedule

- September Policy Governance Committee moved to September 12, 2023 (from September 5, 2023).
- November Board Meeting moved to Monday, November 20, 2023 (from Tuesday, November 21), March Board Meeting moved to Tuesday, March 26, 2024 (from Tuesday, March 19).