

# Northeastern Catholic District School Board

**Minutes of the Inaugural Public Board Meeting** held on Saturday, December 17, 2005 at the Catholic Education Centre in Timmins at 9:00 a.m.

**PRESENT:**                   **Trustees:**   **Martin Drainville**  
   **Peter Del Guidice**  
   **Brenda Hevenor**  
   **Paul Keating**  
   **Elizabeth King**  
   **Colleen Landers**  
   **Steve Malciw**  
   **Jack Slattery, Arrived Late - 9:30 a.m.**

**Administration:**   **Paul Toffanello, Director of Education**  
                                 **Luigina Malciw, Manager of Financial Services**  
                                 **Mike Resetar, Manager of Human Resources**  
                                 **Bob Landry, Manager of Plant**  
                                 **Melanie Bidal-Mainville, Communications Officer**

**Staff:**   **Janice Viskovich, Executive Assistant and Recorder**

**Student Trustee:**   **Kyle Simunovic, Excused**

**A.   CALL TO ORDER**

Director of Education, Paul Toffanello, welcomed everyone to the meeting. The Director led everyone in prayer, with special intentions heard for family members.

**B.   ROLL CALL - Nil**

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

This document was provided to trustees in their package and briefly outlined by the Director.

**D.   NOMINATION OF SCRUTINEERS**

It was indicated that Bob Landry, Manager of Plant be named Chief Scrutineer and Mike Resetar be named Scrutineer, should the need arise.

**E.   ELECTION OF CHAIR**

Paul Toffanello, Director of Education, opened the nomination process.

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

Steve Malciw nominated Colleen Landers as Chair of the Board.

**Inaugural Public Board Meeting - December 17, 2005**

Martin Drainville seconded the nomination.

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

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

Paul Toffanello, Director of Education, declared the nominations closed and declared Colleen Landers Chair of the Board for the period from December, 2005 to December, 2006.

**Motion**

**Resolution 04-250**

MOVED BY: B. Hevenor  
SECONDED BY: M. Drainville

BE IT RESOLVED THAT the Northeastern Catholic District School Board appoint Colleen Landers as Chair of the Board for the period from December, 2005 to December, 2006.

**CARRIED**

**F. ELECTION OF VICE-CHAIR**

Paul Toffanello, Director of Education, opened the nomination process.

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

Brenda Hevenor nominated Elizabeth King as Vice-Chair of the Board.  
Martin Drainville seconded the nomination.

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

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

Paul Toffanello, Director of Education, declared the nominations closed and declared Elizabeth King Vice-Chair of the Board for the period from December, 2005 to December, 2006.

**Motion**

**Resolution 04-251**

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

BE IT RESOLVED THAT the Northeastern Catholic District School Board appoint Elizabeth King as Vice-Chair of the Board for the period from December, 2005 to December, 2006.

**CARRIED**

Inaugural Public Board Meeting - December 17, 2005

**G. APPROVAL OF AGENDA**

**Motion**

**Resolution 04-252**

MOVED BY: P. Del Guidice

SECONDED BY: E. King

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

**CARRIED**

**H. APPROVAL OF MINUTES**

**Motion**

**Resolution 04-253**

MOVED BY: P. Del Guidice

SECONDED BY: E. King

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

-Public Board Meeting, held November 26, 2005.

**CARRIED**

**I. PRESENTATIONS AND REPORTS**

**I.1 Policy - Nil**

**I.2 Program**

**I.2.1 C.O.D.E. Special Education Project - Claire Lamarre Goyer, Program Principal, Special Education**

Claire Lamarre-Goyer presented the C.O.D.E. Project to all in attendance. The major focus of this project is to improve student achievement, particularly of special needs pupils, by focussing on the Expert Panel Report, *Education for All*. The Ministry of Education gave the Council of Directors special funds to disperse to all school boards to fund this project and monitor it as well. This board submitted a proposal in partnership with the Northeastern Ontario School Authorities and district School Board Ontario Northeast.

**I. PRESENTATIONS AND REPORTS - continued**

**I.3 Personnel - Mike Resetar**

**I.3.1 Report**

**Motion**

**Resolution 05-254**

MOVED BY: P. Del Guidice

SECONDED BY: B. Hevenor

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

**CARRIED**

**I.3.2 Hiring**

**Motion**

**Resolution 05-255**

MOVED BY: P. Keating

SECONDED BY: J. Slattery

BE IT RESOLVED THAT the Northeastern Catholic District School Board hire Julianne Stewart as a full-time teacher (1.0) at the secondary panel, effective February 6, 2006, in accordance with the provisions of the Collective Agreement with OECTA Northeastern Unit.

**CARRIED**

**Motion**

**Resolution 05-256**

MOVED BY: P. Del Guidice

SECONDED BY: S. Malciw

BE IT RESOLVED THAT the Northeastern Catholic District School Board hire David Vaillancourt as a full-time teacher (1.0) at the secondary panel, effective February 6, 2006, in accordance with the provisions of the Collective Agreement with OECTA Northeastern Unit.

**CARRIED**

**Motion**

**Resolution 05-257**

MOVED BY: P. Del Guidice

SECONDED BY: S. Malciw

BE IT RESOLVED THAT the Northeastern Catholic District School Board hire Sharon Boisvenue as a Custodian on a part-time basis (10 hours per week), effective December 19, 2005, in accordance with the provisions of the Collective Agreement with CUPE Local 4681.

**CARRIED**

**I. PRESENTATIONS AND REPORTS - continued**

**I.3 Personnel - Mike Resetar - continued**

**I.3.2 Hiring - continued**

**Motion**

**Resolution 05-258**

MOVED BY: M. Drainville  
SECONDED BY: B. Hevenor

BE IT RESOLVED THAT the Northeastern Catholic District School Board hire Wendy Turcott-Kenney as an Educational Assistant on a full-time basis (1.0), effective December 19, 2005, in accordance with the provisions of the Collective Agreement with CUPE Local 4681.

**CARRIED**

**Motion**

**Resolution 05-259**

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

BE IT RESOLVED THAT the Northeastern Catholic District School Board hire Stacey Levesque as an Educational Assistant on a part-time basis (0.5), effective December 19, 2005, in accordance with the provisions of the Collective Agreement with CUPE Local 4681.

**CARRIED**

**I.3.3 Communication Officer Contract - MISA Additional Duties**

**Motion**

**Resolution 05-260**

MOVED BY: P. Del Guidice  
SECONDED BY: M. Drainville

BE IT RESOLVED THAT the Northeastern Catholic District School Board approve the Communication Officer's contract as presented by the Manager of Human Resources.

**CARRIED**

**I. PRESENTATIONS AND REPORTS - continued**

**I.4 Property - Bob Landry**

**I.4.1 Report**

**Motion**

**Resolution 05-261**

MOVED BY: M. Drainville

SECONDED BY: S. Malciw

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

**CARRIED**

**I.4.2 O.I.C.S. Tender**

**Motion**

**Resolution 05-262**

MOVED BY: P. Del Guidice

SECONDED BY: M. Drainville

BE IT RESOLVED THAT the Northeastern Catholic District School Board award the contract to Cy Rheault Construction Limited in the amount of four million one hundred and eighteen thousand dollars (\$4,118,000.00) (GST extra) regarding the additions to the O'Gorman Intermediate Catholic School.

**CARRIED**

**I.5 Business and Finance - Luigina Malciw**

**I.5.1 Report**

**Motion**

**Resolution 04-263**

MOVED BY: B. Hevenor

SECONDED BY: E. King

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

**CARRIED**

**I. PRESENTATIONS AND REPORTS - continued**

**I.5 Business and Finance - Luigina Malciw - continued**

**I.5.2 Cheque Register, Payroll and Monthly Expenditures  
- for the month of November 2005**

**Motion**

**Resolution 04-264**

MOVED BY: P. Del Guidice

SECONDED BY: J. Slattery

BE IT RESOLVED THAT the Northeastern Catholic District School Board approve the disbursements in the amount of one million nine hundred and fourteen thousand three hundred and thirty six dollars and sixteen cents (\$1,914,336.16) in reference to the cheque register for the month of November 2005.

**CARRIED**

**Motion**

**Resolution 04-265**

MOVED BY: M. Drainville

SECONDED BY: B. Hevenor

BE IT RESOLVED THAT the Northeastern Catholic District School Board approve the expenditures in the amount of three million seven hundred and nine thousand nine hundred and forty seven dollars and fifty eight cents (\$3,709,947.58) in reference to the disbursements for payroll for the month of November 2004.

**CARRIED**

**I.5.3 Bank Account Signatures**

**Motion**

**Resolution 04-266**

MOVED BY: P. Del Guidice

SECONDED BY: J. Slattery

BE IT RESOLVED THAT the Northeastern Catholic District School Board approve the bank account signatures via computerized signature, effective December 17, 2005, consisting of two of the following: Chair of the Board, Vice-Chair of the Board, Paul Toffanello, Director of Education, and Luigina Malciw, Manager of Financial Services.

**CARRIED**

**I. PRESENTATIONS AND REPORTS - continued**

**I.5 Business and Finance - Luigina Malciw - continued**

**I.5.4 Line of Credit**

**Motion**

**Resolution 04-267**

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

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.5.5 Budget Deficit or Surplus**

**Motion**

**Resolution 04-268**

MOVED BY: S. Malciw  
SECONDED BY: J. Slattery

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**

**I.5.6 Revised Budget Estimates 2005-2006**

**Motion**

**Resolution 04-269**

MOVED BY: B. Hevenor  
SECONDED BY: M. Drainville

BE IT RESOLVED THAT the Northeastern Catholic District School Board approve the revised budget estimates for 2005-2006.

**CARRIED**

**I.5.7 Financials 2004-2005**

**Motion**

**Resolution 04-270**

MOVED BY: B. Hevenor  
SECONDED BY: P. Del Guidice

BE IT RESOLVED THAT the Northeastern Catholic District School Board approve the 2004-2005 Financials as presented.

**CARRIED**



**J. COMMITTEE OF THE WHOLE**

**Motion**

**Resolution 04-271**

MOVED BY: P. Keating

SECONDED BY: J. Slattery

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

**CARRIED**

**K. DIRECTOR'S ANNUAL REPORT 2005**

**Motion**

**Resolution 04-272**

MOVED BY: P. Del Guidice

SECONDED BY: S. Malciw

BE IT RESOLVED THAT the Northeastern Catholic District School Board receive the Director's Annual Report 2005, as presented.

**CARRIED**

**L. NEW BUSINESS**

**L.1 Trustee Resignation**

**Motion**

**Resolution 04-273**

MOVED BY: P. Del Guidice

SECONDED BY: S. Malciw

BE IT RESOLVED THAT the Northeastern Catholic District School Board accept, with regret, the resignation of Brenda Hevenor, Trustee, effective December 17, 2005, declaring the office vacant.

**CARRIED**

**L.2 Board Committee Structure**

This item was deferred to the next meeting to allow the trustees to look over the committee structure and decide what committees they would like to sit on.

**M. FUTURE MEETINGS**

**M.1 Board Meetings Schedule 2006**

**Motion**

**Resolution 04-274**

MOVED BY: M. Drainville

SECONDED BY: J. Slattery

BE IT RESOLVED THAT the Northeastern Catholic District School Board approve the 2006 Board Meeting Schedule, as presented.

**CARRIED**

**N. ADJOURNMENT**

**Motion**

**Resolution 04-275**

MOVED BY: B. Hevenor

SECONDED BY: M. Drainville

BE IT RESOLVED THAT the Northeastern Catholic District School Board adjourn the meeting at 12:03 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