



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, October 17, 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**

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: (P. 1)

THAT the minutes of the Regular Board Meeting of the Kenora Catholic District School Board of September 19, 2023, be approved as circulated/amended.

7. **BUSINESS ARISING FROM THE MINUTES**

8. **DELEGATIONS AND PRESENTATIONS**

8.1 Education Services: Mental Health Clinical Supervisor – **Sue Devlin (P. 8)**

8.2 Education Services: Positive Behavioural Interventions and Supports Lead – **Sarah Pyzer**

8.3 Education Services: Speech-Language Pathologist – **Julia Lizzi (P. 12)**

8.4 Education Services: Special Education Coordinator – **Andrea Batters (P. 13)**

8.5 Education Services: Technology Enabled Learning and Teaching Lead - **Lori Bazelo (P. 26)**

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



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



9. POLICY GOVERNANCE

9.1 Approval of Minutes

Recommendation: (P. 31)

THAT the report of the Policy Governance Committee meeting of October 3, 2023, be approved as circulated.

9.2 Policy

9.2.1 Policy #23 – Director of Education Performance Evaluation – **N. Kurtz (P. 36)**

Recommendation:

THAT the Board approve the revisions to Policy #23 – Director of Education Performance Evaluation effective immediately.

9.3 Personnel

9.4 Property

9.5 Finance

9.6 Program

9.6.1 2020 – 2025 Multi-Year Strategic Plan Extension – **N. Kurtz (P. 48)**

Recommendation:

THAT the Board approves the extension of the Multi-Year Strategic Plan for the Kenora Catholic District School Board, which was originally planned to run from 2020 to 2025, to now encompass the years 2020 to 2027.

9.6.2 2023 – 2024 Math Action Plan – **J. Robertson and S. Burt**

Recommendation:

THAT the Board approves the endorsement of the 2023-2024 Math Achievement Action Plan for the Kenora Catholic District School Board as presented.

9.6.3 2023 – 2024 Class Size Report – **A. Smith (P. 51)**

Recommendation:

THAT the Board accept the 2023 – 2024 Class Size Report as presented.



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



9.7 Negotiations

9.8 Other

9.8.1 OCSTA 2023 Fall Regional Meeting Report – [P. Landry \(P. 54\)](#)

10. COMMITTEE OF THE WHOLE

Recommendation:

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

11. UNFINISHED BUSINESS

12. NEW BUSINESS

13. INFORMATION

14. FUTURE MEETINGS

15. FUTURE MEETINGS

POLICY GOVERNANCE MEETINGS

November 7, 2023 (Chair: Jeffrey White)

December 5, 2023 (Chair: Lorne Temple)

SPECIAL BOARD MEETINGS

NIL

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



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



SPECIAL EDUCATION ADVISORY COMMITTEE

- 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

- Monday, November 20 at 4:00 PM

SCHOOL COUNCIL MEETINGS

- St. John Paul II School – October 11 at 7:00 PM
- St. John School – October 24 at 6:00 PM
- École Ste-Marguerite Bourgeoys – October 18 at 5:00 PM
- St. Louis Living Arts School – November 15 at 5:30 PM
- St. Thomas Aquinas High School – November 20 at 6:00 PM

TRUSTEE TRAVEL / PROFESSIONAL DEVELOPMENT

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

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

16. ADJOURNMENT

Recommendation:

THAT the meeting adjourn at _____ p.m.



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.

REGULAR BOARD MEETING ¹

Meeting Report

September 19, 2023



MEETING DATE:	September 19, 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. – 7:43 p.m.

ATTENDED BY:

	INIT	ATTENDANCE	PERSON	TITLE
1.	AS	<input checked="" type="checkbox"/>	Alison Smith	Superintendent of Business, Facilities, and Planning Services
2.	AB	<input checked="" type="checkbox"/>	Angela Bishop	Trustee
3.	BF	<input checked="" type="checkbox"/>	Benjamim Favreau	Student Trustee
4.	DF	<input checked="" type="checkbox"/>	Derek Favreau	Trustee
5.	JR	<input type="checkbox"/>	Jamey Robertson	Superintendent of Education
6.	JW	<input checked="" type="checkbox"/>	Jeffrey White	Trustee
7.	JP	<input checked="" type="checkbox"/>	Jesse Peterson	Student Trustee
8.	JP	<input checked="" type="checkbox"/>	Joshua Pitt	Student Trustee
9.	LT	<input checked="" type="checkbox"/>	Lorne Temple	Trustee
10.	ML	<input checked="" type="checkbox"/>	Marie Lundin	Trustee
11.	NK	<input checked="" type="checkbox"/>	Nicole Kurtz	Director of Education
12.	PL	<input checked="" type="checkbox"/>	Paul Landry	Vice Chair
13.	TG	<input checked="" type="checkbox"/>	Teresa Gallik	Chair

AGENDA

- OPENING PRAYER AND RITE OF COMMISSIONING OF STUDENT TRUSTEES**
Director Nicole Kurtz and Assistant to the Director Maureen Frankcom opened the meeting with a meaningful prayer, bringing everyone into the presence of the Lord. Student Trustees Joshua Pitt, Benjamin Favreau and Jesse Peterson received their Rite of Commissioning ceremony as the incoming Student Trustees for the 2023 – 2024 School Year.
- ROLL CALL** – All Trustees were noted as present.



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.

REGULAR BOARD MEETING ²

Meeting Report

September 19, 2023



3. COMMITTEE OF THE WHOLE

Motion #069 Moved by Derek Favreau
Seconded by Lorne Temple

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.

4. DECLARATIONS OF PECUNIARY INTEREST

Chair Gallik reported that Trustee Jeffrey White filed a declaration of pecuniary interest with item 6.4.1 of the Committee of the Whole meeting of September 15, 2023.

5. CONSIDERATION AND APPROVAL OF THE AGENDA

Chair Gallik indicated that the agenda is amended as item 8.4 Education Services: Special Education Elementary Learning Resource Lead will be rescheduled to a future meeting.

Motion #070 Moved by Derek Favreau
Seconded by Marie Lundin

Recommendation:

THAT the agenda be approved as amended.

Carried.

6. CONFIRMATION OF MINUTES

Motion #071 Moved by Lorne Temple
Seconded by Angela Bishop

Recommendation:

THAT the minutes of the Regular Board Meeting of the Kenora Catholic District School Board of June 20, 2023, be approved as circulated.

Carried.

Motion #072 Moved by Marie Lundin
Seconded by Derek Favreau

Recommendation:

THAT the minutes of the Special Board Meeting of the Kenora Catholic District School Board of June 26, 2023, be approved as circulated.

Carried.



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.

REGULAR BOARD MEETING ³

Meeting Report

September 19, 2023



7. BUSINESS ARISING FROM THE MINUTES

8. DELEGATIONS AND PRESENTATIONS

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

Jared Ralko provided a report on the 2023 Summer Learning program. The program ran for three weeks in July and had three full classroom groups with 44 students enrolled.

Educators took advantage of the warm weather, with much of the literacy and numeracy learning taking place outdoors in nature.

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

Marnie Buffett provided an overview of the role and services of the Early Years Coordinator position. Buffett overviewed the school board and community focus in supporting educators, community and families, child care centres, professional development opportunities, early years and kindergarten programming, and highlighted the work of the Regional Table.

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

Nancy Barclay provided an overview of the role and services of the Curriculum Coordinator position. Barclay reported on the destreaming lead responsibilities, curriculum implementation as well as the New Teacher Induction Program. She also reported on the work of St. Thomas Aquinas High School's First Nation, Métis, and Inuit Youth Council that was recently recognized for their Truth and Reconciliation initiative for Imagine a Canada that happened in the spring.

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

Item 8.4 was removed from the agenda. This item will be rescheduled for a future meeting.

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

Student Trustees Joshua Pitt, Jesse Peterson, and Benjamin Favreau provided a report on the notable accomplishments, humanitarian activities, and events happening at St. Thomas Aquinas High School during September, with a look forward to October.

Students reported on preparations for the vocal show, junior and senior bands, and accomplishments in athletics in golf, basketball, cross-country running, and mountain biking.

The theme for Catholic Education Week 2024 is *We are Called to Love* and the school is finding new and inventive ways to engage students in prayer.



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.

REGULAR BOARD MEETING ⁴

Meeting Report

September 19, 2023



9. POLICY GOVERNANCE

9.1 Approval of Minutes

Motion #073 Moved by Paul Landry
Seconded by Marie Lundin

Recommendation:

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

Carried.

9.2 Policy

9.3 Personnel

9.3.1 2023 Principal Assignment Report – **Maureen Frankcom**

Maureen Frankcom, Assistant to the Director, provided an overview of the Principal and Vice Principal appointments for the 2023 – 2024 School Year.

9.3.2 2023 Staffing Report – **Alison Smith**

Alison Smith, Superintendent of Business, Facilities and Planning Services, provided a report on staffing changes overviewing new positions and transfers within the system.

9.3.3 Emergency Appointments – **Nicole Kurtz**

Motion #074 Moved by Lorne Temple
Seconded by Jeffrey White

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.

Carried.

9.4 Property

9.5 Finance



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.

REGULAR BOARD MEETING ⁵

Meeting Report

September 19, 2023



9.6 Program

9.6.1 National Day for Truth and Reconciliation – **N. Kurtz**

Director Nicole Kurtz provided an overview of the activities happening on Friday, September 29 to honour the National Day for Truth and Reconciliation. All students at the Kenora Catholic District School Board will be gifted with an orange shirt designed by former student Kitana Blackhawk. Everyone is encouraged to wear their orange shirts and participate in the opening prayer and song led by Elder Terry Skead at the Catholic Education Centre and via Facebook Live at 11:00 AM.

Students from St. Thomas Aquinas High School's First Nation, Métis, and Inuit Youth Council are coordinating a Stop for Truth Flash Mob in Kenora to encourage the community to have a moment of silence for truth and reflection.

9.6.2 Initial Enrolment Report - **A. Smith**

Superintendent Alison Smith provided an initial enrolment report, indicating that schools continue to transition with incoming and outgoing enrolment and will stabilize in early October. Smith provided an initial enrolment report as of September 15 overviewing the enrolment of each school. The Board is currently up 36 students from projections with a total enrolment of 1, 296 students.

9.7 Negotiations

9.8 Other

9.8.1 Changes to Board Meeting Dates for 2023 – 2024

Motion #075 Moved by Derek Favreau
Seconded by Marie Lundin

Recommendation:

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

Carried.

Motion #076 Moved by Lorne Temple
Seconded by Jeffrey White

Recommendation:

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

Carried.



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.

REGULAR BOARD MEETING ⁶

Meeting Report

September 19, 2023



10. COMMITTEE OF THE WHOLE

Motion #077 Moved by Paul Landry
Seconded by Angela Bishop

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

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



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.

REGULAR BOARD MEETING ⁷

Meeting Report
September 19, 2023



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

16. ADJOURNMENT

Motion #078 Moved by Paul Landry
 Seconded by Derek Favreau
Recommendation:
 THAT the meeting adjourn at 7:43 p.m.

Carried.

Chairperson

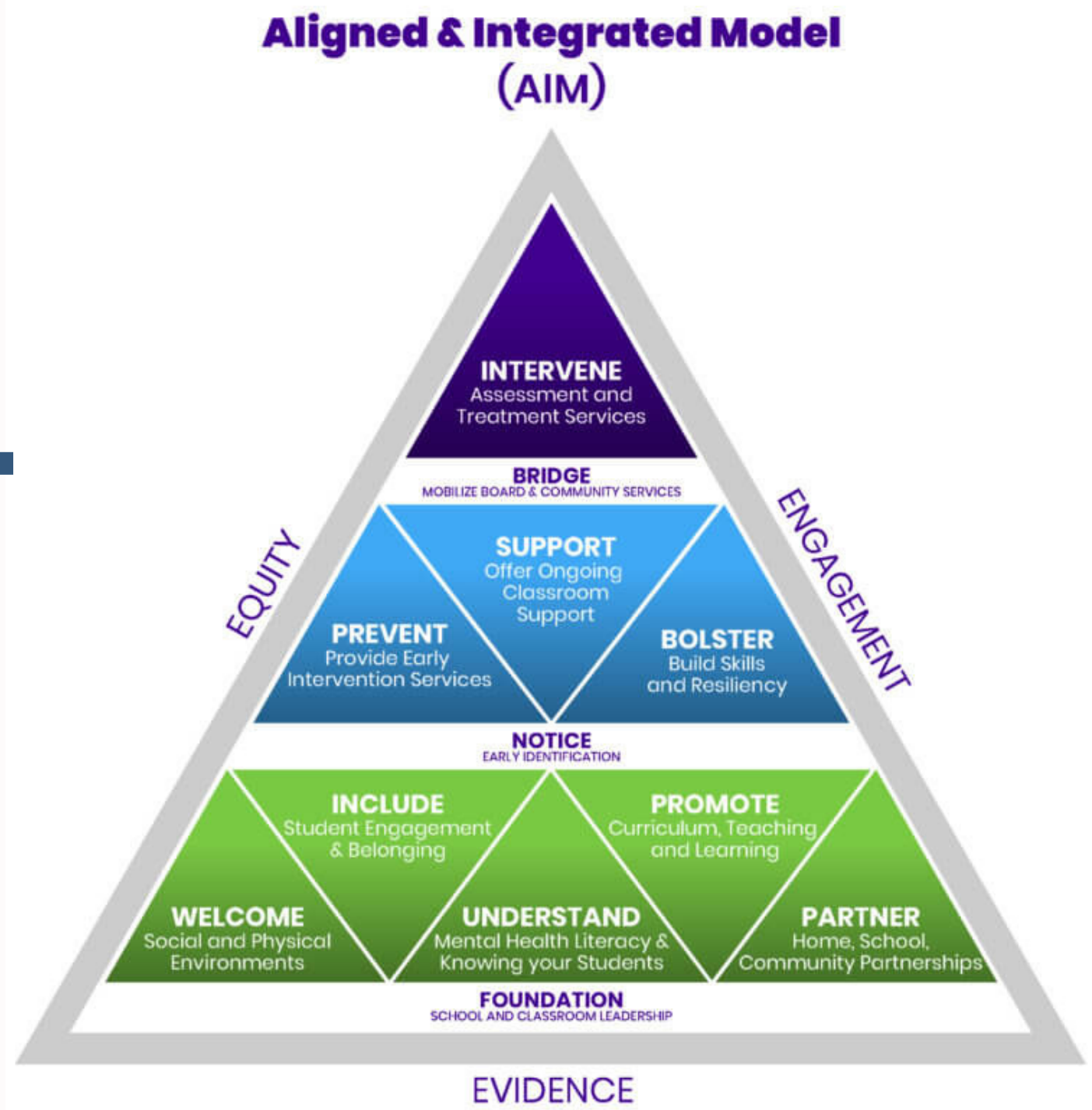
Secretary / Treasurer



**KENORA
CATHOLIC**
DISTRICT SCHOOL BOARD

October 2023

MENTAL HEALTH AT KCDSB



EVERY ONTARIO SCHOOL BOARD HAS A MENTAL HEALTH LEADER

Leadership

Provide leadership within their school board for student mental health. Mental Health Leaders collaborate with school board staff and community mental health partners to promote a proactive, integrated system of care, with clear pathways to/from/through service for students requiring mental health supports.

Implementation

Mental Health Leaders are experienced, regulated mental health clinicians who are accountable for developing and implementing their school board's three-year mental health and addictions strategy, one-year action plan, and the collection, utilization and reporting of information related to student mental health.

Guidance

The Mental Health Leader/Clinical Supervisor is responsible for providing clinical supervision to the Mental Health Team.

KCDSB 2023/24 Mental Health Action Plan



Student and Family Engagement

- Continue implementation of Student Mental Health Advisors
- Increase reach out to families through parent nights, tip sheets, etc.
- Increase engagement of caregivers in mental health services
- Use a client centered approach to care

Mentally Healthy Schools

- Support with implementation of new Grade 7/8 mental health curriculum
- Ensure mental health professional development utilizes an identity affirming approach
- Incorporate Dr. Ungar's approach to resilience in classrooms and schools
- Continued roll out of School Mental Health Ontario's resources for educators and administrators

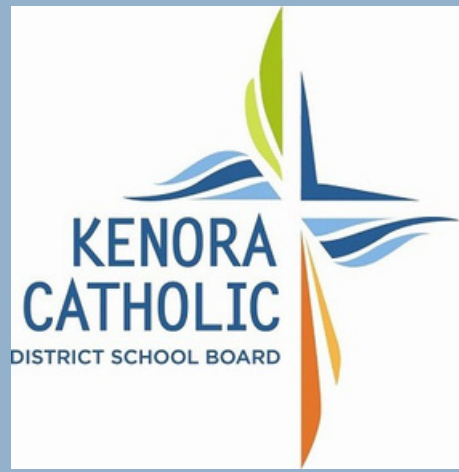
Strong Pathways

- Strong internal and external pathways to support
- Continued implementation of the *Right Time Right Care* provincial document
- Increase collaboration with community partners
- Pilot project with *William W Creighton Youth Service*
- Improve Pathways to support crisis situations

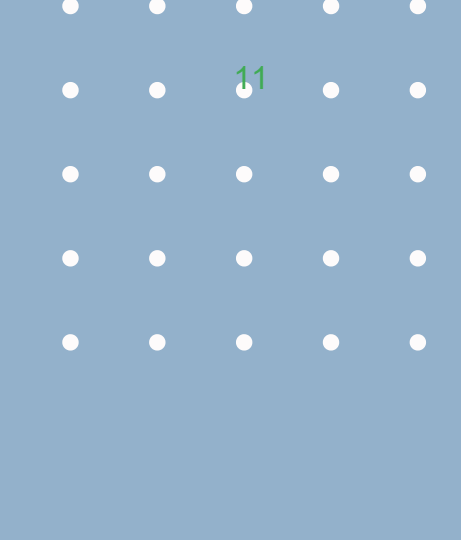
Prevention and early Intervention

- Universal classroom program such as *Kids in the Know*, *SNAP in Schools* and *Stress Lessons*
- Structured Psychotherapy training for regulated mental health workers
- Continued implementation of PreVenture for all Grade 8 students
- Utilize *Our School Climate Survey* data to address emerging themes
- Targeted supports due to increase rates of students self-reporting anxiety





Our Team



Kirsten Russ



Student Well-being Coach at St. John School

kruss@kcdsb.on.ca

Get in touch!

Amy Stamp



CYW, BSW, RSW

Mental health worker at St. Thomas Aquinas High School

astamp@kcdsb.on.ca

Get in touch!

Ericka Tymkin



MSW, RSW

Mental Health Worker at St. John Paul II School

etymkin@kcdsb.on.ca

Get in touch!

Sue Devlin



MSW, RSW

Mental Health Lead for the Kenora Catholic District School Board

sdevlin@kcdsb.on.ca

Get in touch!

Melissa King



BSW, RSW

Mental Health Worker at St. Thomas Aquinas High School.

mking@kcdsb.on.ca

Get in touch!

Kellee Spendlow



Student Well-Being Coach at all Kenora schools.

kspendlow@kcdsb.on.ca

Get in touch!

Ashley Orr



OT Reg. (ON)

Mental health worker at St. Louis Living Arts School.

aorr@kcdsb.on.ca

Get in touch!

Ashley Creed



HBSW, RSW

Mental Health Worker at St. John Paul II School

acreed@kcdsb.on.ca

Get in touch!

Natasha Tsevende



DVATI, RP

Regulated Mental Health Worker for École Ste-Marguerite Bourgeoys

ntsevende@kcdsb.on.ca

Get in touch!

Jillian Williams



Student Well-being Coach at St. John School.

jiwilliams@kcdsb.on.ca

Get in touch!



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.

12

EDUCATION SERVICES OVERVIEW





SUBJECT:	Education Services Overview
DATE:	October 17, 2023
JOB TITLE:	Speech-Language Pathologist
PREPARED BY:	Julia Lizzi

Description of Role:
Ensure communication is accessible for all school-age students by supporting speech and language development through the provision of (1) assessment and intervention to students, (2) programming, recommendations, and education to educators, school staff, and parent(s)/guardian(s).

- Responsibilities:**
- *Work as part of a multi-disciplinary team to provide assessments and consultations for students with speech and/or language concerns.*
 - *Interpret assessment results and develop functional and relevant communication goals in collaboration with students, their parent(s)/guardian(s), and school staff.*
 - *Provide direct intervention for students who present with articulation, language, fluency, voice, pragmatic, and literacy difficulties.*
 - *Create, provide, and supervise speech-language programming that is implemented by educational assistants.*
 - *Demonstrate and model speech and language therapy techniques for educators, school staff and parent(s)/guardian(s).*
 - *Provide education about communication disorders and common speech and language enhancing techniques to educators and school staff.*
 - *Support early identification and early intervention by completing speech, language, and hearing screening for all Kindergarten students.*
 - *Collaborate with the school team in the development of individual programs for students who present with communication disorders.*
 - *Act as a resource to the Identification, Placement and Review Committee (IPRC) and case conferences.*
 - *Provide recommendations and home programming based on individualized goals for students and their families.*
 - *Liaise and complete referrals to outside agencies who also provide services to students with communication disorders.*

- Goals for 2023 – 2024 School Year:**
- *Increase universal programming (Tier 1) in classrooms to foster speech and language development and mitigate the need for individualized services (Tier 3).*
 - *Increase access of speech-language pathology services to students with communication disorders by reducing waitlist times.*



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.

13

EDUCATION SERVICES OVERVIEW





SUBJECT:	Education Services Overview
DATE:	October 17, 2023
JOB TITLE:	Special Education Coordinator
PREPARED BY:	Andrea Batters

Description of Role:
 Serve as a resource person in the area of Special Education and Learning for All
 Assist in planning, implementing, monitoring and reviewing special education programming for KCDSB

Responsibilities:

- Supporting school teams in Kenora and Red Lake learning communities to promote student success and learning for everyone
- Called upon to interpret and facilitate the implementation of Ministry of Education Guidelines as they apply to special education
- Along with system Administrators, Coordinators and Leads, I ensure the implementation and review of the Early and Ongoing Identification strategies.
- Support the In-School Teams or ISTs on a consultative basis to support student-specific interventions, programming, and as needed, referrals for services. This also includes supporting a student's Individual Education Plan (IEP)
- I am a resource to the Kenora Catholic Special Education Advisory Committee. Legally mandated in the Education Act to convene 10 times a year, the SEAC is comprised of local service providers and community member volunteers dedicated to Learning for Everyone
- As an instructional services teacher, I assist with planning, supporting, and at times, delivering Professional Development at a system and school level.
- Along with school teams and KCDSB system collaborators I support connecting students with provincially and federally-funded special equipment and services

Goals for 2023 – 2024 School Year:

- 1.) Continued support for Professional Development, with focus on Differentiated instruction and Universal Design for Learning practices
- 2.) Supporting the ongoing review of Kenora Catholic's Special Education practices to benefit our students, their families, and their support teams.



Andrea Batters Special Education Coordinator

An Introduction to the KCDSB Board of Trustees
17 October 2023

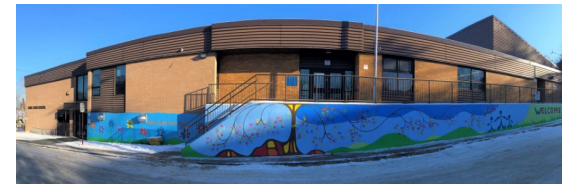
*Dedicated to Excellence
in Catholic Education*

www.kcdsb.on.ca

KCSB Special Education Coordinator – My Overall Roles



- Resource person in the area of Special Education and Learning for All
- Assist in planning, implementing, monitoring and reviewing special education programming



Supporting School Teams

St. John School

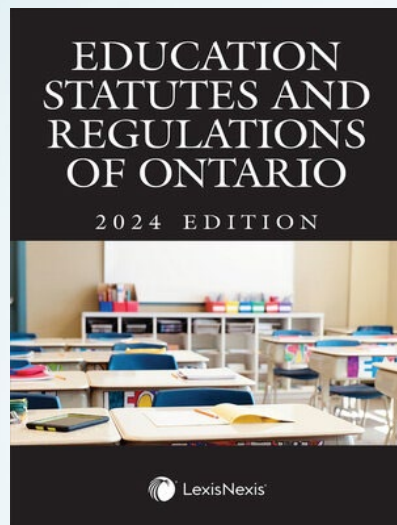
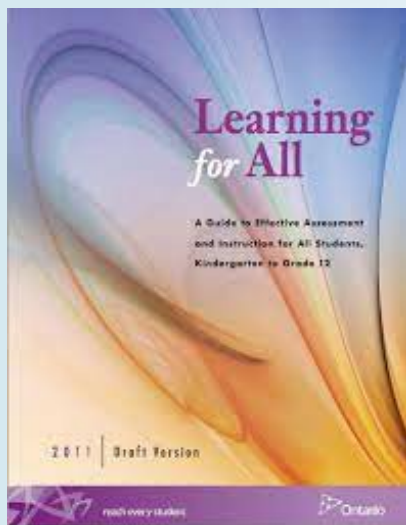
St. John Paul II School

St. Louis Living Arts School

St. Thomas Aquinas High School



Special Education in Ontario



Early and Ongoing Identification of Children's Learning Needs

KINDERGARTEN CONVERSATIONS

At KCDSB, we support a strength-based, family-centred transition process that supports communication and relationship building.

My name is: _____
I like when you call me: _____

Things I want you to know about me: _____

Wishes and worries: _____

Strengths/Interests (What do I love) _____

Set me up for success!

What works for me: _____

What doesn't work for me: _____

Questions/Comments? _____

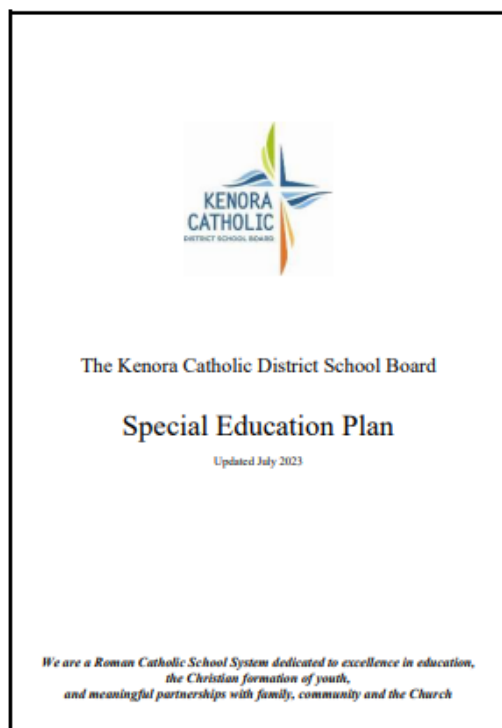
**Consider asking what they love to do as a family, as well as their family's strengths and interests and what they enjoy most about their child.*

What are the hopes, expectations and goals for the year (for both child and family)? Does the child or parents have any concerns or worries that they may want to share?

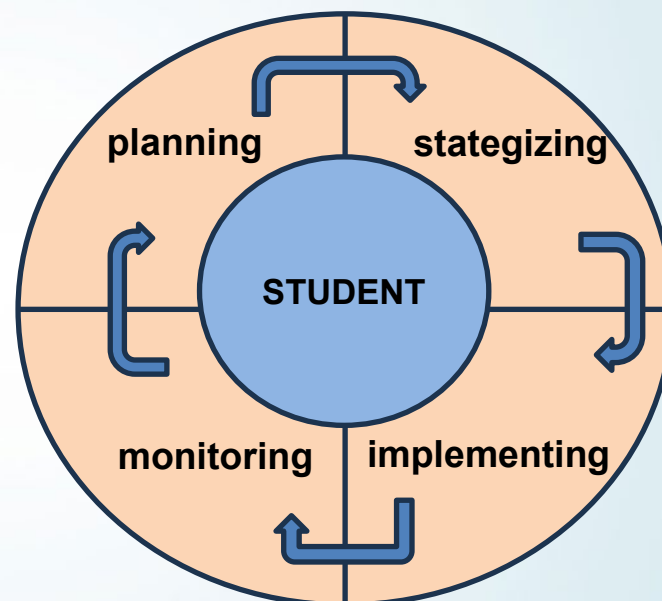
**ie routines, strategies, supports related to transitions. *Keep in mind to gather information on not just what upsets the child but how to upset the child if they are triggered.*



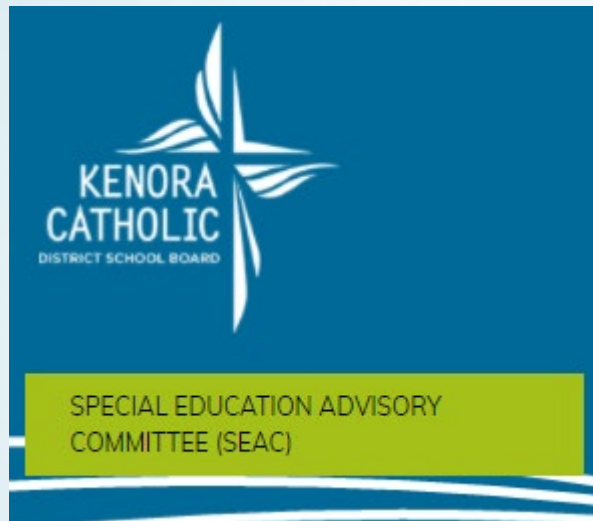
The In-School (IST) Team



The IST Process



Special Education Advisory Committee



Professional Development



2023 - 2024 School Year Calendar

Approved by the Ministry of Education, May 1, 2023

SCHOOL HOLIDAY
PD DAY
SECONDARY EXAMS

August 2023						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

20 Instructional Days

September 2023						
Su	M	Tu	W	Th	F	Sa
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

20 Instructional Days

October 2023						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

21 Instructional Days

November 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

16 Instructional Days

December 2023						
Su	M	Tu	W	Th	F	Sa
						1
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

17 Instructional Days

January 2024						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6		
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

20 Instructional Days

February 2024						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

15 Instructional Days

March 2024						
Su	M	Tu	W	Th	F	Sa
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

20 Instructional Days

April 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

22 Instructional Days

May 2024						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

14 Instructional Days

June 2024						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

All students begin school on August 30, 2023 and end on June 21, 2024

School Holidays	
September 4, 2023	Labour Day
October 9, 2023	Thanksgiving
Dec. 25, 2023 - Jan. 5, 2024	Christmas Break
February 19, 2024	Family Day
March 11-15, 2024	March Break
March 29, 2024	Good Friday
April 1, 2024	Easter Monday
May 20, 2024	Victoria Day
First Day of School for Students	
August 30, 2023	
Last Day of School for Students	
June 21, 2024	

Professional Development Days	
August 28, 2023	
August 29, 2023	
October 27, 2023	
November 27, 2023	
January 26, 2024	
April 19, 2024	
June 10, 2024	
Elementary Report Cards	
P1-Progress Report	November 14, 2023
R1-Report Card	February 14, 2024
R2-Report Card	June 21, 2024

Secondary	
Semester 1	
August 28, 2023 to January 25, 2024	
Semester 1 Term 1 - August 28 to November 3, 2023	
M1-Mid Term Report - November 15, 2023	
Semester 1 Term 2 - November 6 to January 25, 2024	
F1-Final Report - February 16, 2024	
Semester 2	
January 26 to June 21, 2024	
Semester 2 Term 1 - January 26 to April 10, 2024	
M2-Mid Term Report - April 22, 2024	
Semester 2 Term 2 - April 11 to June 21, 2024	
F2-Final Report - July 2024	



Funding for Student Program Equipment

Tactile Sensory Aid



Use to satisfy a sensory need so that the student can function more appropriately.

FM System (Frequency Modulation)



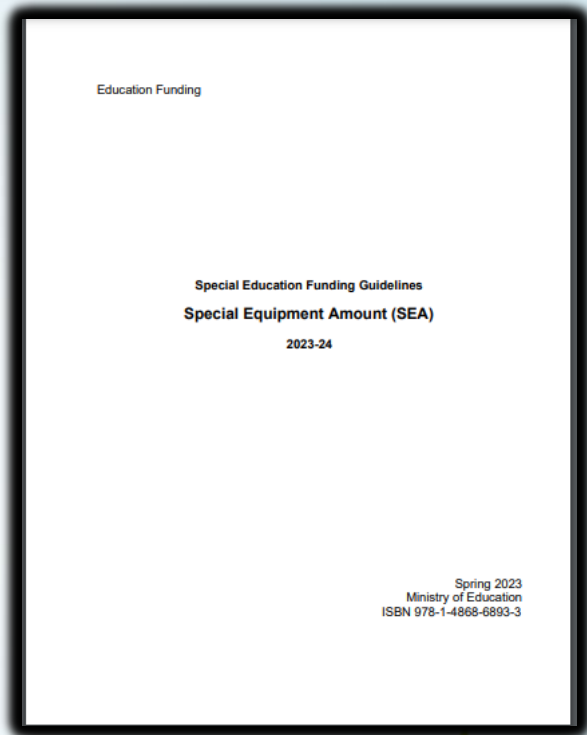
Teachers of students prescribed a FM System wear the transmitter around their neck which amplifies their voice into the student's hearing aids.

Weighted Vest



Provides sensory stimulation by providing weight and tightness.

Weighted Spoon with Large Handle



Education for All: Goals and Growth Opportunities

- Professional development focusing on: Differentiated Instruction & Universal Design for Learning
- Ongoing review of Kenora Catholic's Special Education practices to benefit our students, their families, and their support teams.

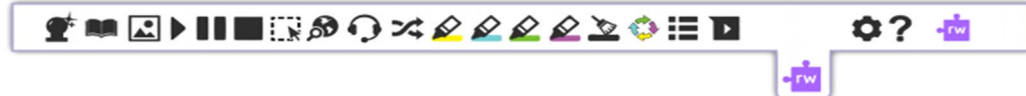
Tic-Tac-Toe Assignment

Adapted from p. 67 *Differentiated Instruction in a Whole-Group 3-8 Setting* by Betty Hollas

Complete one learning activity in each row, to score yourself a tic-tac-toe!

Read&Write for Google Chrome™

Quick Reference Guide 02.16



Write a song or create a commercial about making health food

Create a collage of pictures of healthy food using magazines,

Design a Google Slides presentation on a healthy diet to share



'sometimes' (unhealthy) foods.

about the importance of healthy eating.

hospital or child care centre. Explain your menu plan choices in writing, or record a voice message or video.

Individual Education Plan

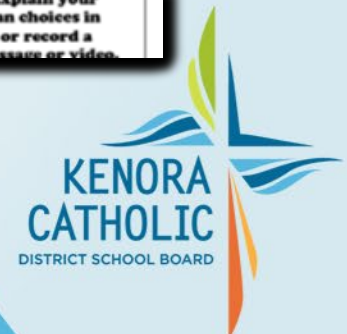
IEP

REASON FOR DEVELOPING THE IEP

Student Identified as Exceptional by IPRC

Student not identified by IPRC but requires special education program/services, including accommodations and/or modified/alternative learning expectations

STUDENT PROFILE



Getting in touch



Andrea Batters

Special Education Coordinator

Kenora Catholic District School Board
Catholic Education Centre

1292 Heenan Place

Kenora, Ontario P9N 2Y8

T: (807) 468-9851

F: (807) 468-8094

www.kcdsb.on.ca



Image Sources

<https://www.kcdsb.on.ca/schools>
https://www.kcdsb.on.ca/our_programs/special_education
https://www.kcdsb.on.ca/our_board/school_year_calendar
<https://www.teachspeced.ca/>
<https://www.guldmann.com/ca/products/slings/abc-kids/basic-basic-kids>
<https://www.sac-isc.gc.ca/eng/1568396042341/1568396159824>
<https://www.mylexia.com/mylexiaweb/app/index.html#/resources>
<https://www.myontarioedu.ca/aspen/logon.do>;





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.

26

EDUCATION SERVICES OVERVIEW





SUBJECT:	Education Services Overview
DATE:	October 17, 2023
JOB TITLE:	TELT – Technology Enabled Learning and Teaching Contact Lead
PREPARED BY:	Lori Bazelo

Description of Role:
I support students in using the Virtual Learning Environment to enable students to take eLearning courses through school boards in Ontario. I support staff who teach eLearning courses and those that prefer the blended learning model in their classrooms.

- Responsibilities:**
- Work closely with CVO (Catholic Virtual Ontario) and OeLC (Ontario eLearning Consortium)
 - Enroll our students into courses in other boards throughout Ontario
 - Enroll out-of-board students into our locally offered courses.
 - Monitor our traffic flow.
 - Set up the classes for teachers in the VLE (Virtual Learning Environment)
 - Customize the courses for teachers/students.
 - Monitor PRISM (provincially run registration site)
 - Meet with students as needed to ensure they can be successful in the courses.
 - Summer school set up and monitoring.
 - Digital Citizenship

- Goals for 2023 – 2024 School Year:**
- *To work closely with STAHS – students and teachers to increase their working knowledge of the Brightspace platform we are using.*
 - *To support elementary teachers who wish to use the platform (in part or whole) to augment the great work they are already doing in the classroom. (eg. Portfolio feature)*
 - *To continue the education surrounding Digital Citizenship in order to keep our students safe.*



TELT

**Technology Enabled Learning
and Teaching Contact Lead**

What does a TELT do?

- Work closely with CVO (Catholic Virtual Ontario) and OeLC (Ontario eLearning Consortium)
- Enroll our students into courses in other boards throughout Ontario
- Enroll out-of-board students into our locally offered courses
- Monitor our traffic flow
- Set up the classes for teachers in the VLE (Virtual Learning Environment)
- Customize the courses for teachers/students
- Monitor PRISM (provincially run registration site)
- Meet with students as needed to ensure they can be successful in the courses
- Digital Citizenship
- Summer school set up and monitoring

Strong Catholic values woven through our courses

Start Here: Welcome to Catholic Online Learning in Ontario

"A better world is possible thanks to technological progress, if this is accompanied by an ethic inspired by a vision of the common good, an ethic of freedom, responsibility and fraternity, capable of fostering the full development of people in relation to others and to the whole of creation."

-- Pope Francis, [Common Good in the Digital Age \(2019\)](#)

(pulled from BDI3C 23/24)



Portfolio



Content



Discussions



Dropbox



Grades



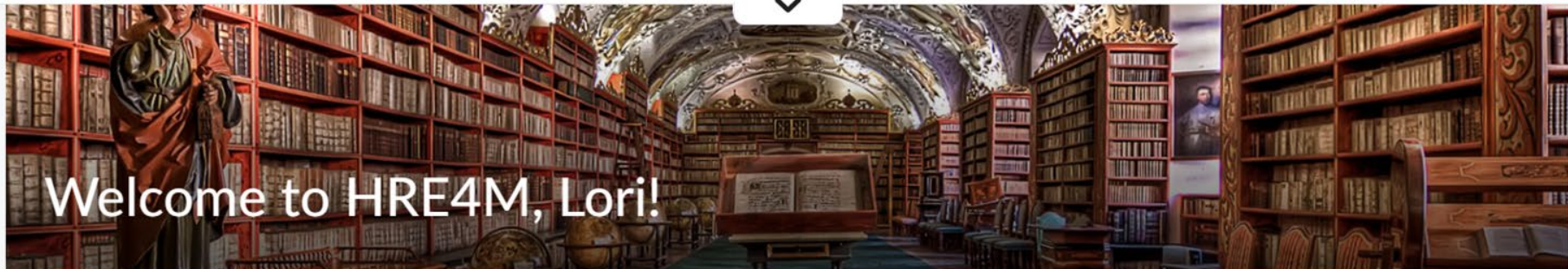
Classlist



Edit Course



Quizzes



Activity Feed ▼



Create a post...

Latest Posts



Calendar ▼

Wednesday, October 11, 2023 ▶

Upcoming events ▼





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.

31
POLICY GOVERNANCE COMMITTEE
October 3, 2023



MEETING DATE:	October 3, 2023
LOCATION OF MEETING:	Catholic Education Centre
SUBJECT OF MEETING:	Policy Governance Committee Meeting
CHAIR:	Paul Landry
TRANSCRIBER:	Trina Henley
TIME OF MEETING:	6:00 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.	DH	<input checked="" type="checkbox"/>	Nicole Kurtz	Director of Education
5.	JR	<input checked="" type="checkbox"/>	Jamey Robertson	Superintendent of Education
6.	JW	<input checked="" type="checkbox"/>	Jeffrey White	Trustee
7.	LT	<input 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** – Vice Chair Paul Landry called the meeting to order at 6:00 p.m.
- OPENING PRAYER** – Paul Landry opened the meeting with a meaningful prayer bringing everyone into the presence of the Lord.
- ROLL CALL** – Trustee Lorne Temple was 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 Nicole Kurtz provided a report on the proposed revisions to Policy #23 – Director of Education Performance Appraisal. The policy is being updated to streamline the process and pillars. Trustees approved the recommended changes as presented. Policy #23 will be brought forward to the October Board Meeting for formal approval.

7.1.2 NWOSSC – 001 – Transportation Policy – **A. Smith**

Superintendent Alison Smith provided an overview of the Northwestern Ontario Student Services Consortium – 001 – Transportation Policy. The policy was developed in consultation with other school boards in the region. Smith reported that there are no proposed changes at this time. Trustee Paul Landry is the Trustee representative on the committee, representing the Kenora Catholic District School Board.

Smith provided an overview of the boundary criteria for student transportation.

7.2 Personnel

7.2.1 Monthly Director’s Report – **N. Kurtz**

Nicole Kurtz provided an overview of the Monthly Director’s Report highlighting priorities, initiatives, and accomplishments throughout the month. The report was provided to the Trustees in their board package for information.

7.2.2 OCSTA Trustee Professional Development Training for KCDSB – **N. Kurtz**

Nicole Kurtz advised that the Board is partnering with the Ontario Catholic School Trustees’ Association to offer a Trustee Faith Development Retreat and Professional Development opportunity tailored to KCDSB Trustees. Proposed dates will be shared with the Trustees once they are available.

7.2.3 Annual Board Meeting and Call for Nominations – **N. Kurtz**

Nicole Kurtz invited nominations for the Chair and Vice Chair position, with elections taking place at the Annual Board Meeting on Monday, November 20. Trustees were provided with an overview of the roles of the Chair, Vice Chair, and responsibilities specific to the Kenora Catholic District School Board.

Marie Lundin expressed interest in being on the Nominations Committee, while Teresa Gallik indicated that she would put forward her name for the position of Chair.

Trustees were encouraged to advise Director Nicole Kurtz of any additional nominations. Nominations are open and being received right up to the elections at the November 20 Board Meeting.



7.3 **Property**

7.4 **Finance**

- 7.4.1 Trustee Travel and Professional Development Plan for 2023 – 2024 – **N. Kurtz**
Nicole Kurtz provided the Trustees with a review of the Trustee Professional Development Plan for 2023 – 2024. The plan was reviewed and updated at the meeting.

7.5 **Program**

- 7.5.1 2020 – 2025 Strategic Plan Extension Discussion – **N. Kurtz**
Nicole Kurtz provided an overview of the 2020 – 2025 Strategic Plan for the Kenora Catholic District School Board. Kurtz recommended that the existing Strategic Plan be extended to 2027 to align with the term of office for the Board of Trustees. Trustees accepted the recommendation as presented. This item will be brought forward to the October Board Meeting for formal approval.

7.6 **Negotiations**

7.7 **Other**

- 7.7.1 OCSTA 2024 Resolution Information Package – **T. Gallik**
Chair Teresa Gallik provided a report on the Ontario Catholic School Trustees' Association (OCSTA) 2024 Resolution Information Package.

Chair Gallik requested that Vice Chair Paul Landry bring forward a recommendation at the Ontario Catholic School Trustees' Association Fall Regional Meeting to work in partnership with Northwestern Ontario School Boards to develop a joint resolution addressing inequities associated with the high cost of travel for conferences and professional development opportunities for school boards in Northwestern Ontario.

- 7.7.2 OCSTA Consultation Re: Draft Regulations under Bill 98 *The Better Schools and Student Outcomes Act, 2023* – **T. Gallik**
Teresa Gallik provided Trustees with information regarding the Ontario Catholic School Trustees' Association consultation regarding the Draft Regulations under Bill 98 *The Better Schools and Students Outcomes Act*. The OCSTA is collecting feedback on concerns until October 16, 2023.
- 7.7.3 2023 – 2024 Board Meeting Schedule – **N. Kurtz**
Nicole Kurtz provided the Trustees with an updated 2023 – 2024 Board Meeting schedule that includes changes to the November 2023 Board Meeting and March 2024 Board Meeting. Trustees also received a monthly plan outlining proposed presentations for upcoming Regular Board Meetings.



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.



7.7.4 Trustee Christmas Celebration – **N. Kurtz**

Director Nicole Kurtz provided Trustees with various options and recommendations for the Trustee Christmas Celebration. Trustees advised that they want to host an event at the Kenora Armories on Thursday, December 14 and invite Principals and Catholic Education Centre staff.

8. **UNFINISHED BUSINESS**

9. **CORRESPONDENCE**

10. **NEW BUSINESS**

11. **INFORMATION**

11.1 OCSTA September Newsletter Regions 1, 2 and 3 – **P. Landry**

Trustee Paul Landry provided the Trustees with the OCSTA September Newsletter for Regions 1, 2, and 3, for information.

12. **FUTURE MEETINGS**

POLICY GOVERNANCE MEETINGS

November 7, 2023 (Chair: Jeffrey White)

December 5, 2023 (Chair: Lorne Temple)

SPECIAL BOARD MEETINGS

NIL

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 a.m.

Wednesday, February 7, at 11:30 a.m.

Wednesday, May 15, at 11:30 a.m.

Tuesday, June 4 School Council & Catholic Parent Involvement Committee Report at 5:00 p.m.

SPECIAL EDUCATION ADVISORY COMMITTEE

Friday, October 20 at 1:30 p.m.

Friday, November 17 at 1:30 p.m.

Friday, December 8 at 1:30 p.m.

Friday, January 12 at 1:30 p.m.

Friday, February 16 at 1:30 p.m.



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.

POLICY GOVERNANCE COMMITTEE October 3, 2023



INTERNAL AUDIT COMMITTEE MEETINGS

Monday, November 20 at 4:00 p.m.

SCHOOL COUNCIL MEETINGS

St. John Paul II School – October 11 at 7:00 p.m.

St. John School – October 24 at 6:00 p.m.

École Ste-Marguerite Bourgeoys – October 18 at 5:00 PM

St. Louis Living Arts School – November 15 at 5:30 p.m.

St. Thomas Aquinas High School – November 20 at 6:00 p.m.

TRUSTEE TRAVEL / PROFESSIONAL DEVELOPMENT

Student Trustee Onboarding Session, Wednesday, September 6 at 11:00 a.m.

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

- 13. **ADJOURNMENT** – The meeting adjourned at 7:45 p.m. following the Committee of the Whole session.

Chairperson

Secretary / Treasurer



KENORA CATHOLIC DISTRICT SCHOOL BOARD

Policy 23: Director of Education Performance Appraisal

The Kenora Catholic District School Board (KCDSB) is committed to supporting the professional growth and development of the Director of Education through an annual appraisal process. The appraisal process provides an opportunity for constructive dialogue and exchange of information to clarify goals and expectations, review accomplishments, and set the direction for the Catholic school system based on the multi-year strategic plan.

The KCDSB believes that the Catholic leadership of the Director of Education is of paramount importance to the overall success of the school system and ensures public confidence and accountability.

1. Guidelines

- 1.1 The annual performance review for the Director of Education shall be initiated and facilitated by the Chair of the Board. The Chair is responsible for leading the performance review process and establishing appropriate timelines. It is recommended that all trustees provide feedback on the performance review through the Chair.
- 1.2 The Director of Education and Chair of the Board will meet to determine appropriate timelines and the evaluation process to be used at least once annually.
- 1.3 The Chair may consider seeking input from Senior Administration and Managers using the Director of Education Performance Appraisal Form in Appendix A.
- 1.4 The Director of Education shall complete the feedback form to provide a self-assessment for consideration of the summative appraisal.
- 1.5 The performance appraisal process will consider different samples of evidence including but not limited to:
 - 1.5.1 reports and presentations made by the Director of Education relating to the multi-year strategic plan;
 - 1.5.2 stakeholder and Trustee survey responses;
 - 1.5.3 qualitative feedback from Trustees, through the Chair;
 - 1.5.4 performance evaluation indicators, determined by the Board.

-
- 1.6 The Chair and Vice Chair of the Board shall review the data collected and the Chair and the Vice Chair shall prepare a written final performance appraisal report based on the data collected. This appraisal report will be reviewed by the trustees and then submitted to the Director of Education by the end of the school year.
 - 1.7 The Director of Education Final Performance Evaluation will be signed by the Chair and Director of Education and filed in the Director of Education's personnel file within the Human Resources Department.
 - 1.8 All other feedback collected throughout the process must be destroyed.

Legal References

Education Act, Section 169.1 Duties and Powers of the Board

Education Act, Section 283 Chief Executive Officer

Education Act, Section 283.1 Additional Duties of Director of Education

Ontario Regulation 309 Supervisory Officers

Municipal Freedom of Information and Protection of Privacy Act

Form(s) associated with the policy:

Appendix A - Director of Education Performance Appraisal Form

Approval Date: May 16, 2023
Date of Latest Review: October 17, 2023
Date of Latest Revision: October 17, 2023

Appendix A

DIRECTOR OF EDUCATION PERFORMANCE APPRAISAL FORM

The Chair may seek input from the Board of Trustees, Senior Administration and Managers, as well as the Director of Education for input into the Director of Education's Performance Appraisal.

Before completing this form, please select the feedback process that applies:

Board of Trustees Feedback	Senior Administration and Manager Feedback	Director of Education Self-Assessment	Final Director of Education Performance Appraisal
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1. Catholic Leadership

The Director of Education...

- ✓ Promotes and integrates Catholic values throughout the system.
- ✓ Leads prayer and liturgies at meetings.
- ✓ Articulates Catholic values to the community.
- ✓ Demonstrates a strong understanding of the Board's values.

<input type="checkbox"/>	Exceeds expectations
<input type="checkbox"/>	Meets expectations
<input type="checkbox"/>	Does not meet expectations
<input type="checkbox"/>	Unknown/Does not apply to my role

Comments:

2. Cultural Leadership & Vision of System: Present and Future

The Director of Education...

- ✓ Promotes **and builds** commitment to the Board's mission, vision, organizational values and beliefs, and strategic commitments.
- ✓ maintains a culture of respect **and a focus on excellence** throughout the system.
- ✓ ~~creates a focus on excellence.~~
- ✓ ~~articulates and promotes mission and beliefs of system.~~
- ✓ understands system design and change process.
- ✓ articulates how system and school planning need to align and support system mission and the Board's strategic commitments.

<input type="checkbox"/>	Exceeds expectations
<input type="checkbox"/>	Meets expectations
<input type="checkbox"/>	Does not meet expectations
<input type="checkbox"/>	Unknown/ Does not apply to my role

Comments:

3. Communications

The Director of Education...

- ✓ provides written and verbal reports to the Board of Trustees.
- ✓ regularly corresponds to the system.
- ✓ responds to media/general correspondence.
- ✓ responds to inquiries in a timely fashion.
- ✓ provides timely information on Ministry of Education initiatives that may affect the system.
- ✓ maintains open and meaningful communication with the Board of Trustees.

<input type="checkbox"/>	Exceeds expectations
<input type="checkbox"/>	Meets expectations
<input type="checkbox"/>	Does not meet expectations
<input type="checkbox"/>	Unknown/ Does not apply to my role

Comments:

4. Staff Relations

The Director of Education...

- ✓ builds respectful relationships with employee groups.
- ✓ takes a problem-solving approach to issues.
- ✓ creates a culture of learning that allows staff to engage in continuous learning.
- ✓ is recognized as a professional leader.
- ✓ is seen as approachable and a builder of relationships with trustees, staff, and the community.
- ✓ integrates feedback for trustees, staff, and the community into positive action.
- ✓ creates an atmosphere of trust and collaboration when working with trustees, staff and community.

<input type="checkbox"/>	Exceeds expectations
<input type="checkbox"/>	Meets expectations
<input type="checkbox"/>	Does not meet expectations
<input type="checkbox"/>	Unknown/Does not apply to my role

Comments:

5. Community and Public Relations and Human Relations Leadership

The Director of Education...

- ✓ represents the Board in a positive and professional manner, and is recognized as a professional leader.
- ✓ strengthens inter-board cooperation and enhances the system profile.
- ✓ enhances the system profile.
- ✓ collaborates with community stakeholders.
- ✓ attends community relations events as appropriate.
- ✓ Is recognized as a professional leader.
- ✓ Seen as approachable and a builder of relationships with trustees, staff and the community.
- ✓ Integrates feedback for trustees, staff and community into positive action.
- ✓ Creates an atmosphere of trust and collaboration when working with trustees, staff, and the community.
- ✓ Works effectively with various levels of government.

<input type="checkbox"/>	Exceeds expectations
<input type="checkbox"/>	Meets expectations
<input type="checkbox"/>	Does not meet expectations
<input type="checkbox"/>	Unknown/Does not apply to my role

Comments:

6. General System Leadership and Organizational Leadership

The Director of Education...

- ✓ leads by example and is seen as an instructional leader.
- ✓ takes a forward-thinking approach to anticipate change.
- ✓ inspires confidence in the system.
- ✓ Interprets and communicates policy, procedures, legislation, and regulations to others (staff and trustees) to increase understanding for all.
- ✓ maintains a clear and concise sense of direction.
- ✓ Handles tough situations well and manages difficult personnel issues successfully.
- ✓ ~~Deals directly with difficult issues.~~
- ✓ ~~Clearly defines issues/problems.~~
- ✓ Takes problem-solving approach and involves others in discussions.
- ✓ Provides clear roles and high expectations for senior staff.

<input type="checkbox"/>	Exceeds expectations
<input type="checkbox"/>	Meets expectations
<input type="checkbox"/>	Does not meet expectations
<input type="checkbox"/>	Unknown/ Does not apply to my role

Comments:

7. Fiscal Leadership

The Director of Education...

- ✓ ensures that budget planning processes reflect accountability, planning, and economic and political realities.
- ✓ ensures budget allocations reflect articulated goals of the system and department/planning processes.
- ✓ ensures financial management of the Board is consistent with legal and Ministry of Education requirements.

<input type="checkbox"/>	Exceeds expectations
<input type="checkbox"/>	Meets expectations
<input type="checkbox"/>	Does not meet expectations
<input type="checkbox"/>	Unknown/ Does not apply to my role

Comments:

8. Personal and Professional Attributes and Personnel Management

The Director of Education...

- ✓ participates and takes an active role in professional peer organizations.
- ✓ demonstrates ethical principles in management activities.
- ✓ demonstrates professional attitudes and attributes.
- ✓ ensures effective systems are in place for the recruitment, selection, supervision, development and performance review of all staff.
- ✓ ensures ongoing capacity building, professional learning and succession planning throughout the organization.
- ✓ utilizes performance appraisal process to foster ongoing formation and growth in Catholic leadership practices.

<input type="checkbox"/>	Exceeds expectations
<input type="checkbox"/>	Meets expectations
<input type="checkbox"/>	Does not meet expectations
<input type="checkbox"/>	Unknown/Does not apply to my role

Comments:

9. Goal Achievement

The Director of Education...

- ✓ sets clear, realistic goals.
- ✓ communicates goals clearly to the system
- ✓ plans effectively to achieve personal and system goals
- ✓ is a strong proponent of determining needs and developing plans to achieve outcomes.

<input type="checkbox"/>	Exceeds expectations
<input type="checkbox"/>	Meets expectations
<input type="checkbox"/>	Does not meet expectations
<input type="checkbox"/>	Unknown/Does not apply to my role

Comments:

FINAL SIGN OFF
Director of Education Performance Appraisal

The final sign off of the Director of Education Performance Appraisal is only to be completed by the Chair and Director of Education for the final Performance Appraisal.

*Signature of the
Chair of the Board*

Date

*Signature of the
Director of Education*

Date

Once the Final Director of Education Performance Appraisal is completed, and signed by the Chair and Director of Education, please provide the original copy to the Manager of Human Resource Services for filing in the Director's personnel file.

Other feedback collected through the process should be destroyed.



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.

BRIEFING PAPER

48



SUBJECT:	Multi-Year Strategic Plan Extension
DATE:	October 17, 2023
PREPARED FOR:	Regular Board Meeting
AGENDA AREA:	Public Session
PREPARED BY:	Nicole Kurtz, Director of Education

Background/History:

The current Multi-Year Strategic Plan for the Kenora Catholic District School Board was originally approved by the Board of Trustees in September 2019, with formal implementation in January 2020. The Plan which extended from 2020 – 2025, has a scheduled completion date of December 31, 2025.

The consultation phase saw unprecedented levels of student involvement that influenced the final plan. Of the 511 participants in the classroom visits, face-to-face visioning dinners, and the online consultation process, 59 percent were made up of students. The remaining 41 percent were parents, teachers, staff and community members.

Kenora Catholic's Multi-Year Strategic Plan focuses on three main priorities:

- GROWING student potential.
- INVESTING in our future.
- ENGAGING our students and communities.

During the consultation phase, the Kenora Catholic District School Board utilized an online process called ThoughtExchange to engage with stakeholders and synthesize data. Over 1,270 ideas and thoughts were shared, and over 48,000 star ratings were applied to the ideas that finally shaped the Board's strategic plan.

Current Situation:

The Director of Education requests the Board of Trustees' consideration in extending the existing Multi-Year Strategic Plan to encompass the years 2020 – 2027 to align with the Board of Trustees' term of office.

The extension would allow the current Board of Trustees to guide the consultation, development, implementation, and monitoring of a new Strategic Plan that would encompass the years 2027 – 2031 and align with the term of office for the Board of Trustees.

Extending the existing Multi-Year Strategic Plan to align with the current term of office for the Board of Trustees is a strategic recommendation that ensures continuity, stability, and effective governance within the organization.



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.

49

BRIEFING PAPER



Budgetary/Financial Consideration:

The budgetary impact associated with the extension of the Multi-Year Strategic Plan would be nominal and would cover the costs of updated posters and print materials. The expenditure required for these materials falls within the budgeted allocation.

Communications Plan:

If the Board of Trustees approves the request to extend the existing Multi-Year Strategic Plan to 2027, the Director of Education will develop and implement a communications plan and a strategy to refocus and create organizational alignment with the goals and strategies for 2020 – 2027. The plan will include presentations for Trustees, committees of the board, senior administration, and principals.

Recommendations:

The recommendation is that the Board of Trustees approve a motion to extend the existing Multi-Year Strategic Plan to 2027:

Motion: *THAT the Board approves the extension of the Multi-Year Strategic Plan for the Kenora Catholic District School Board, which was originally planned to run from 2020 to 2025, to now encompass the years 2020 to 2027.*

Multi-Year Strategic Plan

Timeline

Feb 2026 - December 2026
New MYSP 2027 - 2031

Consultation and planning for new 2027 - 2031 MYSP, for implementation in January 2027

04

03

September 2024
Focus & Alignment

Focus and alignment on MYSP 2020 - 2027

02

April/May 2024
Refocus Planning

Plan to refocus the MYSP, with updated print/digital materials.

01

October 2023
Board Approval

Motion to Approve Extension of Multi-Year Strategic Plan (MYSP) to 2027 to create alignment with Board of Trustees' Term of Office





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.

SUBJECT:	Elementary Class Size
DATE:	October 17, 2023
PREPARED FOR:	Regular Board Meeting
AGENDA AREA:	Public Session
PREPARED BY:	Alison Smith, Superintendent of Business, Facilities and Planning Services

Background/History:

As outlined under Ontario Regulation 132/12 – *Class Size*, school boards are required to submit detailed reports of their elementary class size data to the ministry each school year. Each board shall select a date not earlier than September 1st and not later than September 30th as of which class sizes in elementary schools shall be determined.

Full Day Junior Kindergarten and Kindergarten	<ul style="list-style-type: none"> • Average class size shall not exceed 26 • Class size limit is 29 • 10% or less of the classes may have a class size that exceeds the limit, but does not exceed 32 in any of the following circumstances: <ul style="list-style-type: none"> - Would reduce the number of K/1 splits - Would negatively impact a program (FI) - Purpose build accommodation not available
Grade 1 – 3	<ul style="list-style-type: none"> • All classes shall have 23 or fewer pupils • 90% shall have 20 or fewer pupils
Grade 4 – 8	<ul style="list-style-type: none"> • Average class size shall not exceed 24.50

Current Situation:

As of September 15, 2023, the board is compliant under Ontario Regulation 132/12 – *Class Size*.

Key Statistics:

- The average kindergarten class size is 22 students.
- We have no kindergarten classes between 30 – 32 students, and no classes over 32 students.
- 100% of our primary classes (Gr 1 – 3) are under 20 pupils.
- The average Junior/Intermediate (Gr 4 – 8) class size is 22.9 students.



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.

52
BRIEFING PAPER

Budgetary/Financial Consideration:

Currently, there are no current budgetary or financial considerations.

Communications Plan:

That this report be shared with Senior Administration and the board of Trustees.

Recommendations:

That the board of Trustees accept this report and the report be submitted to the Ministry of Education by October 31st, 2023.

2023-2024 Board Statistics

(This section is for information purposes only and does not require user input.)

Statistics will populate automatically when data is entered in "3. Class Size Data".

Please ensure your Excel calculation mode is set to automatic - see instructions Guide for details)

Board Name Board Number

Number of Reporting Errors in DATA

Key Statistics

Percentage Primary Classes 20 and Under	100%
Number of Primary Classes Over 23	-
Average Junior/Intermediate (grades 4-8) Class Size	22.9
Number of Primary/Junior Combined Classes Over 23	-
Average Kindergarten Class Size	21
Number of Kindergarten Classes (Pure) At or Below 29	7
Number of Kindergarten Classes (Pure) Between 30 and 32	-
Number of Kindergarten Classes (Pure) Above 32	-
Percentage Kindergarten Classes (Pure) Between 30 and 32	0%

General Statistics

TOTAL Number of Classes Reported	43
TOTAL Number of Schools Reported	5
TOTAL Enrolment of All Classes Reported	910

Information on Kindergarten Classes

Number of Kindergarten Classes (Pro-rated)	8
Kindergarten Enrolment	163

Information on Primary Classes

Percentage of Primary Classes

20 and under	100%
21	0%
22	0%
23	0%
24	0%
25 and more	0%

Number of Primary Classes

20 and under	14
21	-
22	-
23	-
24	-
25 and more	-
Total Number of Primary Classes	14

Information on Junior/Intermediate (grades 4-8) Classes

Number of Junior/Intermediate (grades 4-8) Classes	22
Enrolment in Junior/Intermediate (grades 4-8) Classes	503

Information on Self-Contained Special Education Classes

Number of Self-Contained Special Education Classes	-
Self-Contained Special Education Enrolment	-



AGENDA

9:30AM	REGISTRATION
10:00AM	<p>WELCOME <i>Patrick J. Daly, President, OCSTA</i></p> <p>GATHERING PRAYER <i>Chair, Host Board</i></p> <p>LAND ACKNOWLEDGEMENT <i>OCSTA Director (from the Host Region)</i></p> <p>GOVERNANCE AND CATHOLIC IDENTITY <i>Patrick J. Daly, President, OCSTA</i></p>
10:45AM	<p>PASTORAL CARE - PRACTICAL STRATEGIES OF ADULT FAITH FORMATION FOR CATHOLIC LEADERSHIP DEVELOPMENT <i>Nick Milanetti, Executive Director OCSTA</i> <i>Anne O'Brien, Director of Catholic Education, OCSTA</i></p>
11:45AM	LUNCH, INFORMAL DISCUSSION & NETWORKING
12:30PM	<p>AN INTRODUCTION TO THE NEW TRUSTEE MODULE: DIGNITY OF THE HUMAN PERSON, DIVERSITY EQUITY & INCLUSION <i>Sharon McMillan, Director of Communications</i> <i>Anne O'Brien, Director of Catholic Education, OCSTA</i></p>
1:00PM	<p>CONSULTATIONS FROM BILL 98 (CODE OF CONDUCT, DIRECTOR'S PERFORMANCE APPRAISAL, SHARED FACILITIES) <i>Patrick J. Daly, President, OCSTA</i> <i>Nick Milanetti, Executive Director, OCSTA</i></p>
2:00PM	<p>QUESTIONS FOR GROUP DISCUSSIONS</p> <ol style="list-style-type: none"> 1. Please provide an update on the status of local collective bargaining and share your Board's thoughts on the strengths and weaknesses of the School Boards Collective Bargaining Act. 2. Please share any challenges your board may be experiencing. 3. Please highlight points of celebration / successes / achievements at your board to be delivered at the meeting by the Chair or designate.
2:30PM	<p>ADJOURNMENT <i>Patrick J. Daly, President, OCSTA</i></p>