

Manitouwadge High School ..... (MNHS) .....200 Manitou Road W., Manitouwadge, ON  
Marathon High School ..... (MRHS) ..... 14 Hemlo Drive, Marathon, ON  
Lake Superior High School ..... (LSHS) .....Hudson Drive, Terrace Bay, ON  
Nipigon-Red Rock District High School ..... (NRHS) .....20 Frost Street, Red Rock, ON  
Geraldton Composite High School ..... (GCHS) .....500 Second Street West, Geraldton, ON

**Regular Board Meeting 2009/06**

*Committee of Whole Board In-Camera  
(Closed to Public) 6:30 p.m.*

*Regular Board Meeting: (Open to Public)  
Follows conclusion of In-Camera*

**A G E N D A**

Tuesday, May 19, 2009

Designated Site: Lake Superior High School, Terrace Bay, ON

**Board Chair:** Mark Mannisto

**Director:** Patti Pella

VMe0BT/Ps at La SGBO .-e GCHS-e 433 0 0 3 7Cra0/ NRHS

**2.0 Disclosure of Interest: re Closed Session**

**3.0 Committee of the Whole Board** *(In-Camera Closed)*

*(Attach.)*

3.1 Agenda: Committee of the Whole Board - Closed  
***That, the Superior-Greenstone DSB go into a***

**That**, the Superior-Greenstone DSB accept the recommendations as outlined in the Board Policy Committee minutes dated April 27, 2009 and approve as reviewed:

- Policy 212 Observer Comments at Board Meetings
- Policy 208 Trustee Attendance at Conferences
- Policy 412 Public Access Defibrillators in School, and

that posting to the Board website and implementation of these policies be dated May 20, 2009 and that said shall supersede any previous policy.

8.3 Ad Hoc Committee Meetings

8.3.1 Transportation Committee – April 28, 2009 (Attach.)

**That**, the minutes from the Transportation Committee Meeting be acknowledge as received:

- Transportation Committee – Tuesday, April 28, 2009

**That**, the Superior-Greenstone DSB accept the recommendations as outlined in the Transportation Committee Meeting minutes dated April 28, 2009

8.3.2 B.A. Parker PS Design Steering Committee: April 20, 2009 (To follow under separate cover)

**That**, the minutes from the B.A. Parker Design Steering Committee Meeting be acknowledged as received:

- BAPS Design Steering Committee – Monday, April 20, 2009

**9.0 Business Arising Out of the Minutes**

**10.0 Delegations and/or Presentations**

10.1 Schreiber Public School  
Small Schools Make a Big Difference

(PowerPoint

**That**, the Superior-Greenstone DSB receives as information the presentation by the students of Schreiber Public School

by SCPS Students & VP- L. Blackwood)

10.2 Update: Student Trustees

(Verbal - K. Kjellman)

**That**, the Superior-Greenstone DSB receives as information the verbal reports from Student Trustees, Kayla Kjellman, Kayla Richard and Lisa Marszowski.

(Verbal - K. Richard)

(Verbal - L. Marszowski)

**That**, the Superior-Greenstone DSB accept the appointment of the following as Student Trustees for the 2009-2010 School Year, serving for the period of August 1, 2009 to July 31, 2010:

1. \_\_\_\_\_ of \_\_\_\_\_ High School
2. \_\_\_\_\_ of \_\_\_\_\_ High School
3. \_\_\_\_\_ of \_\_\_\_\_ High School

**11.0 Reports of the Director of Education**

*(Director: Patti Pella)*

11.1 Report No 32  
2009-2010 Principal and Vice-Principal Staffing

*(Attach. - P. Pella)*

***That, the Superior-Greenstone DSB receives Report No. 32: Principal / Vice-Principal Staffing 2009-2010 as presented.***

***That, the Superior-Greenstone DSB approves the Principal / Vice-Principal Staffing 2009-2010 as presented.***

11.2 2009 School Graduation Dates

*(Attach – P. Pella)*

***That, the Superior-Greenstone DSB receives for information the outline for the 2009 Graduation Dates for schools.***

11.3 Correspondence: Terry Fox Foundation

*(Verbal-P. Pella)*



14.2 Report No.: 42  
Personnel – May 19, 2009

(Attach. – B. Draper)

*That, the Superior-Greenstone DSB receives  
as information, Report No. 42: Personnel  
dated May 19, 2009.*

**15.0 New Business**

15.1 Board Chair

15.2 Correspondence:

15.3 Future Board Meeting Agenda Items

15.4 Miscellaneous

**16.0 Trustee Associations and Other Boards**

**17.0 Observer Comments**

(Members of the public limited to 2-minute address)

**18.0 Adjournment**

*That, the Superior-Greenstone DSB 2009/06  
Regular Board Meeting, Tuesday, May 19, 2009  
be adjourned at \_\_\_\_\_, p.m.*

**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

**Regular Board Meeting 2009/06**

Committee of the Whole Board: 6:30 p.m.

Tuesday, May 19, 2009

Designated Site: Lake Superior High School, Terrace Bay, ON

**A G E N D A**

**Board Chair:** Mark Mannisto

**Director:** Patti Pella

VC Sites at: SGBO / GCHS / MNHS / NRHS

Teleconference Moderator: RM. Joannette

PART I: Committee of Whole Board

Section (A): In-Camera – (closed to public) 6:30 p.m.

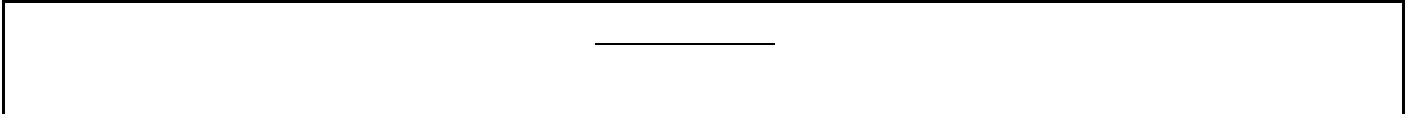
1.0 Personnel Report: (Trustee Queries re Personnel Report No. 42)

(B. Draper)

2.0 Update: Legal

(P. Pella)

***SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD***





**1.0 Roll Call**

The Board Chair Mark Mannisto conducted roll call at 6.33 p.m. Members were present as noted above.

PART I: *Committee of the Whole Board*

*Section (A) In-Camera: – (closed to public) 6:35 p.m.*

**2.0 Disclosure of Interest: re Closed Session**

There were no disclosures of interest offered at this time.

**3.0 Committee of the Whole Board**

3.1 Agenda: Committee of the Whole Board - Closed  
**99/09**

Moved by: *Trustee T. Simmons*

Seconded by: *Trustee C. Brown*

*That, the Superior-Greenstone DSB go into a Committee of the Whole Board In-Camera, Section (A) Closed Session at 6:35 p.m. and that this portion be closed to the public.*

Carried

3.2 Rise and Report from Closed Session  
**100/09**

Moved by: *Trustee T. Simmons*

Seconded by: *Trustee C. Brown*

*That, the Superior-Greenstone DSB rise and report from the Committee of the Whole Board In-Camera, Section (A) Closed Session at 7:27 p.m. and that this portion be open to the public.*

Carried

PART II: *Regular Board Meeting*

*Section (B) : – (open to public): 7:30 p.m.*

**4.0 Regular Meeting Call to Order**

The Board Chair M. Mannisto called the regular meeting to order at 7:30 p.m.

**5.0 Approval of Committee of the Whole In-Camera (Closed) Report**  
**101/09**

Moved by: *Trustee T. Simmons*

Seconded by: *Trustee C. Brown*

*That, the Superior-Greenstone DSB approve the Committee of the Whole Board In-Camera, Section (A) Closed Session Report.*

Carried

5.1 Ratification: ETFO Collective Agreement  
**102/09**

Moved by: *Trustee D. Keenan*

Seconded by: *Trustee J. Sparrow*

*That, the Collective Agreement between the Superior-Greenstone DSB and the Elementary Teachers' Federation representing Elementary Teachers for the period, September 1, 2008 to August 31, 2012 as negotiated by the Negotiation Committee be ratified, subject to confirmation by the Ministry of Education.*

Carried

5.2 Ratification: ETFO Occasional Teacher Collective Agreement  
**103/09**

Moved by: *Trustee T. Simmons*

Seconded by: *Trustee C. Fisher*

*That, the Collective Agreement between the Superior-Greenstone DSB and the Elementary Teachers' Federation representing Elementary Occasional Teachers for the period, September 1, 2008 to August 31, 2012 as negotiated by the Negotiation Committee be ratified, subject to confirmation by the Ministry of Education.*

Carried

**6.0 Approval of Agenda**

**104/09**

Moved by: *Trustee B. Bartlett*

Seconded by: *Trustee C. Fisher*

**That**, the agenda for the Superior-Greystone DSB 2009/05 Regular Board Meeting, April 20, 2009 be accepted and approved.

Carried

**7.0 Disclosures of Interest re: Open Session**

There were no disclosures regarding the open session.

**8.0 Minutes Regular Board, Standing Committees and Ad Hoc Committees**

**105/09**

Moved by: *Trustee J. Turner*

Seconded by: *Trustee C. Brown*

**That**, the minutes from the Regular Board Meeting be adopted:

- 2009/04 Regular Board, Monday, March 23, 2009, and  
That, the minutes from the Board Policy Review Committee Meeting be acknowledged as received:
- BPRC Meeting – Monday, March 30, 2009, and  
That, the minutes from the B.A. Parker Design Steering Committee Meeting be acknowledged as received:
- BAPS Design Steering Committee – Tuesday, April 7, 2009

Carried

**9.0 Business Arising Out of the Minutes**

There was no business arising from the minutes.

**10.0 Delegations and/or Presentations**

10.1 Dorion Public School: Environmental Education in Curriculum

which must be generated by nuclear power plants, coal-burning power generators or hydro dams. He briefly described the operation of a nuclear power plant and suggested that the radioactive "heavy" water was very dangerous and can be hard to dispose of or store.

Teacher N. Bailey also reported that the class reviewed the use of single-use bottled water and its environment impact. Ethan and Matthew said their class was not in favour of this because the plastic bottles fill up the landsite very fast and do not break down for many years. In northern Ontario people do not have the same access to recycling that can happen in the cities, so the bottles pollute more. The boys suggested that the board could begin to make a difference by using only water pitchers and glasses at board meetings instead of having bottled water available.

**107/09**

*Moved by: Trustee B. Bartlett*

*Seconded by: Trustee C. Fisher*

**That, the Superior-Greenstone DSB shall at all future board meetings have water available in water pitchers only, rather than single-use water bottles, unless a public advisory has been issued in regard to the municipal or well water supply.**

*Carried*

10.2 Update: Student Trustees

**108/09**

*Moved by: Trustee T. Simmons*

*Seconded by: Trustee K. Notwell*

**That, the Superior-Greenstone DSB receives as information the verbal reports from Student Trustees, Kayla Kjellman, Kayla Richard and Lisa Marszowski.**

*Carried*

The student trustees each reviewed sporting, social and community events happening within the five area high schools. The current student trustees have initiated the process to determine the Student Trusteeship for the 2009-2010 school year. The successful candidates will be announced at the next board meeting.

**11.0 Reports of the Director of Education**

*(Director: Patti Pella)*



Before the motion was read, Trustee C. Brown requested a recorded vote with the request being supported by Trustee B. Bartlett.

**113/09**

Moved by: Trustee J. Turner

Seconded by: Trustee T. Simmons

**That**, the Superior-Greenstone DSB approves the September 2009 Elementary Teaching Staff Proposal as presented.

**Recorded Vote**

B. Bartlett — Yes	C. Brown — No
C. Fisher — Yes	D. Keenan — Yes
K. Notwell — Yes	T. Simmons—Yes
J. Sparrow — Yes	J. Turner — Yes

Carried

**13.0 Reports of the Business Committee**

*(Business Chair: J. Turner)*

*Superintendent of Business: B. Rousseau*

**13.1 Report No. 28: Enrolment Summary, March 31, 2009**

**114/09**

Moved by: Trustee B. Bartlett

Seconded by: Trustee J. Turner

**That**, Superior-Greenstone DSB receives as information Report No. 28: Enrolment Summary, March 31, 2009.

Carried

Cathy Tsubouchi provided an overview of the enrolment statistics as of the ministry count date of March 31, 2009. The elementary panel enrolment is by 16.5 FTE students while the secondary panel enrolment was down from projections by 24 FTE students for a total decline of 7.5 FTE students.

**13.2 Report No. 29: Plant Department Tender Awards 2009**

**115/09**

Moved by: Trustee J. Turner

Seconded by: Trustee D. Keenan

**That**, Superior-Greenstone DSB receives Report No. 29: Plant Department Tender Awards 2009 as presented.

Carried

Wayne Chiupka provided a summary of the report on various capital projects that have been advertised for tender with the work to be carried out this coming spring and summer (2008/2009 budget year). The projects in this report cover work funded by the Good Places to Learn Grant as well as the School Renewal Grant, and form part of the regular 2008/2009 budget.

**116/09**

Moved by: Trustee K. Notwell

Seconded by: Trustee B. Bartlett

**That**, the Superior-Greenstone DSB approve the Plant Department Tender Awards 2009 as follows (GST extra):

Project A – NRHS be awarded to <b>DRD Construction Services</b> in the amount of	\$ 1,698,400.00
Project B – LSHS be awarded to <b>DRD Construction Services</b> in the amount of	\$ 158,568.00
Project C – GOPS be awarded to <b>Clow Darling Ltd.</b> in the amount of	\$ 104,413.00
Roof Retrofit–NRHS be awarded to <b>Racco Industrial Roofing</b> in the amount of	\$ 95,732.00
Roof Retrofit–MRHS be awarded to <b>Holmes Roofing &amp; Sheet Metal</b> in the amount of	\$ 107,400.00

Carried

**14.0 Matters for Decision**

*Board Chair: M. Mannisto*

14.1 Report No. 30: Disbursements – March 2009

**117/09**

*Moved by: Trustee C. Brown*

*Seconded by: Trustee T. Simmons*

**That**

Seconded by: Trustee T. Simmons  
The DSB appoint Trustee Darlene Keenan to serve as  
interim responsibility as the OPSBA Voting Delegate and  
for the period of May 30, 2009 to May 28, 2010.

Carried

Alternate Director/Voting Delegate  
Kathryn Notwell who was acclaimed to the position.

Seconded by: Trustee B. Bartlett  
The DSB appoint Trustee Kathryn Notwell to serve as its  
interim responsibility as the Alternate OPSBA  
Voting Delegate for the period of May 30, 2009 to

Carried

Seconded by: Trustee T. Simmons  
To approve the attendance of Trustee Darlene Keenan to  
a meeting being held in June in Huntsville, ON and that

Carried

Seconded by: Trustee C. Fisher  
To approve the 2004 Regular Board Meeting, Monday, April 20, 2009

Carried

Meeting Schedule

<b>2009 Dates</b>	<b>Time</b>	<b>Location (TBA)</b>
July 20 <sup>th</sup>	6:30 p.m.	Marathon Board Office
August 17 <sup>th</sup>	6:30 p.m.	Marathon Board Office

**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

**Regular Board Meeting 2009/05**

Committee of the Whole Board: 6:30 p.m.

Monday, April 20, 2009

Designated Site: Nipigon-Red Rock District High School, Red Rock, ON

**TOPICS**

<b>Board Chair:</b> Mark Mannisto	<b>Director:</b> Patti Pella
VC Sites at: SGBO / GCHS / LSHS / MNHS	Teleconference Moderator: RM. Joannette

PART I: Committee of Whole Board	Section (A): In-Camera – (closed to public) 6:35 p.m.
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- 1.0 Personnel Report: (Trustee Queries re Personnel Report No. 31) (B. Draper)
- 2.0 Update: Legal (P. Pella)
- 3.0 Update Negotiations: ETFO (B. Rousseau)

**Regular Board Meeting 2009/05**

Monday, April 20, 2009

**MINUTES**

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2009

\_\_\_\_\_  
SECRETARY

\_\_\_\_\_  
CHAIR



**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

Board Policy Review Committee  
Videoconference Meeting

Monday, April 27, 2009 @ 6:30 p.m.

**MINUTES**

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**Members**

*Attendance Mode: On-site (OS); Teleconference (TC); Videoconference (VC); Absent (A); Regrets (R)*

secondary program. Wording in the policy and guideline is introductory in tone as these were developed wholly to address the then, new program requirements. Suggested changes remove references to effective dates as the high school credit course has been in place for 10 years now. Format changes for consistency have been applied and redundant content was removed or consolidated within topics

- 3.5 P-714 Criminal Background Checks [\(Attached\)](#)  
 Consolidation of P- 714, 715 and 716  
 C. Kappel said that, currently there are three CBC policies for this board. Each one concerns a different group of people who may work with students. Each policy was developed separately as the ministry direction to do so was received at different times. Now that criminal background checks are required for everyone working with or in proximity to students, material in the three current policies are similar enough to be consolidated into one policy. Policy 714 incorporates direction for board employees, service, providers, volunteers, trustees and others.
- 3.6 P-212 Observer Comments at Board Meeting [\(Attached\)](#)  
 P. Pella advised that no changes are required for this policy and it can go to the board for approval as is.
- 3.7 P-208: Trustee Attendance at Conferences [\(Attached\)](#)  
 Trustee C. Brown reported on changes made discussed by trustees during the Trustee Spring PD Session. The trustee group supports professional development with a focus on events sponsored by the Ontario Public School Boards' Association of which the board is a member. Apart from funding constraints, trustees would be automatically permitted to attend all OPSBA events. Student Trustee attendance at the Ontario Student Trustee Association is permitted on the same basis as OPSBA events. Attendance for any non-OPSBA PD would require Trustees to submit a Trustee Conference/Workshop Application form one week before a board meeting to allow the whole board to review and provide a motion to approve attendance. Trustee expenditures would be tracked and monitored monthly by the Superintendent of Business

#### **4.0 Future Agenda Items: May 25, 2009**

- 4.1 MG-714, 715 and 716: Criminal Background Check Consolidation
- 4.2 PG-412 : Public Access Defibrillators in Schools
- 4.3 MG-520: Police and Schools Protocol
- 4.4 P - 524: Anaphylaxis (Sabrina's Law)
- 4.5 P – 607: Electronic communication
- 4.3 P - 608: Computer Network Security
- 4.6 MG – 608: Computer Network Security
- 4.7 New PG: School Field Trips/Medical Preparedness & First Aid

#### **5.0 Direction for Stakeholder Reviews**

- 5.1 Concluded April 10, 2009
- P-412 Public Access Defibrillators in Schools [\(Attached\)](#)  
 There was no public feedback received on this issue. This can be put forward for board approval.
- 5.2 Concluding May 13, 2009
- P-408 Loaning of Equipment

- P-510 Suspected Child Abuse
- P- 606 Home and Hospital Study

5.3 Concluding June 5, 2009

*Moved by Cindy Brown*

*Seconded by: Cindy Fisher*

*That, following policy be put forward for full stakeholders review to conclude by June 5, 2009*

- P-602 *Acceptable Use of the Internet*
- MG-602 *Acceptable Use of the Internet*
- P-516 *Safe Arrival Program*
- MG-516 *Safe Arrive Program*
- P-521 *Community Involvement Activities*
- MG-521 *Community Involvement Activities*
- P-714 *Criminal Background Checks Consolidation of P- 714, P-715 and P-716*

6.0 **Recommendations to Regular Board: May 19, 2009**

*Moved by Cindy Brown*

*Seconded by: Cindy Fisher*

*That the following policies, be put forth for approval at the next regular meeting of the Board., Tuesday, May 19, 2009.*

- *P-212 Observer Comments at Board Meetings*
- *P-208 Trustee Attendance at Conferences*
- *P 412 Public Access Defibrillators in School*

7.0 **2009 Meeting Dates / Time: 6:30 p.m**

**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

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<i>Section</i>	PROGRAM	
<i>Policy Name</i>	ACCEPTABLE USE OF COMPUTERS AND INTERNET/ INTRANET TECHNOLOGY <i>Management Guideline Applies</i>	602

4.0 All users of the Board's technology and Internet/Intranet shall acknowledge their rights and responsibilities by becoming familiar with this policy and with accompanying Management Guideline 602: Acceptable Use of Computers and Internet/Intranet Technology.

## **SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

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<i>Section</i>	PROGRAM	
<i>Management Guideline</i>	ACCEPTABLE USE OF COMPUTERS AND INTERNET/ INTRANET TECHNOLOGY	
<i>Applicable Policy</i>	ACCEPTABLE USE OF COMPUTERS AND INTERNET/ INTRANET TECHNOLOGY	602
<i>Board Approved:</i>	<i>March 23, 2001</i>	
<i>Anticipate</i>	<i>October 19, 2009</i>	



1.4 If a user inadvertently accesses unacceptable materials or an unacceptable Internet site, the user will immediately



## **2.0 Vandalism**

- 2.1 Vandalism is prohibited. Vandalism is defined as any malicious attempt to disrupt, degrade, harm, modify, disable or destroy data or property of another user or organization, computer or network hardware or software, wiring or network system itself. This includes, but is not limited to, the uploading, creation transmission or installation of computer viruses, viral files or malicious software. Use of non-Superior-Greenstone DSB hardware or software, for example personal laptops, handheld devices or peripheral devices, on the network environment is prohibited without the authorization of the IT Department.

## **3.0 Electronic**

- 3.1 The use of any form of electronic communication such as e-mail, chats or newsgroups without an educational task/focus/issue constitutes inappropriate behaviour. When using electronic communication for educational purposes, network etiquette conventions apply, and all terms and conditions of use outlined in Board Policy 607: Electronic Communication Systems must be followed.

## **4.0 Webpage Development Responsibility**

- 4.1 It is the choice of individual schools and departments whether or not they wish to post additional pages to the Superior-Greenstone DSB main site. Schools and departments are not limited in either size or scope of their pages, but only by their own creativity, and availability of human resources and time. The following are to be observed:
  - 4.1.1 Schools and departments should contact IT Department if any information on the Superior-Greenstone DSB standard pages should be corrected. Schools and departments that choose to maintain their own page apart from the standard one must follow the outlined guidelines.
  - 4.1.2 As official documents may be updated at any time, those managing the school/department websites should link but not re-post official Board documents.
- 4.2 The principal/manager holds the responsibility for content, copyright and protection of privacy on all web pages created for the school/department. (See Attachment 3 for Abbreviated Checklist of Web Authoring Procedures.)
- 4.3 Only Superior-Greenstone DSB employees and those designated by the IT department may manage and maintain Superior-Greenstone DSB websites, under the direction of the principal/manager.
- 4.4 The content of Board web pages must be consistent with the educational aims of the Superior-Greenstone DSB and be consistent with the letter and the spirit of Board policy.
- 4.5 Hyperlinks from school/department web pages to non-Superior-Greenstone DSB sites are permitted for educational purposes but these links must be checked regularly to ensure the links are functioning and the content remains appropriate. Examples of this would include a teacher's homework site and individual school council web sites.

- 4.6 Web pages created on non-Board servers for curriculum or communication purposes must be linked directly from a web page residing on an Superior-Greenstone DSB server. The content of each web page must be consistent with the educational aims of the Superior-Greenstone DSB and with the letter and the spirit of Board policy. These web pages must be checked regularly to ensure the links are functioning and the content remains appropriate.
- 4.7 Personal web pages for students and staff will not be supported. While students may create content pages under their instructor's supervision, they may not create personal web pages about themselves. Similarly, staff members may create pages, which are education oriented. Linking to a student's or staff member's personal web page on an external site is not permitted.
- 4.8 School web pages must not contain commercial or promotional advertising. School events and fundraising activities are acceptable, as are acknowledgements of school partnerships or sponsorships. Schools may provide links to partners' or sponsors' web pages, but these links must be checked regularly to ensure the links are functioning and the content remains appropriate.
- 4.9 No automatic content is to appear on Superior-Greenstone DSB web pages.
- 4.10 No content should enable people accessing the page to contact any individual directly or indirectly without that individual's knowledge and consent. Requests for further information should be directed to the school's e-mail address.
- 4.11 With written permission, as described below, pictures may identify school/department teams and organizations but should not include individuals' full names. Visuals must be made to be as generic as possible. Prior to posting names or photos of students or staff on the web page, a signed release form must be obtained from the parents/guardians/staff or student, if 18 years of age or older. (See attachment 4)
- 4.12 Written permission must be obtained to post names on the web. Full names should not be used. (See attachment 4)
- 4.13 Document file names for pages and images must be checked to ensure that individuals' names do not appear, for example, marysmith.gif, jimpaul.gif are unacceptable.
- 4.14 Copyright must be respected. The author of a web page must not use copyrighted materials without written permission. The use of a student's work must be authorized in writing by the student, the principal, and the parent/guardian, if the student is younger than 18 years of age.
- 4.15 The school's/department's web page must include a link to the Superior-Greenstone DSB's web page ( <http://www.sgdsb.on.ca> ).
- 4.16 Because anyone on the Internet can access the site including thieves, photos or write-ups about well-equipped computer labs or other valuable resources must not be included. For instance, authors may say that the school is making effective use of computer technology, but should not provide a list of hardware.

Authors could include a photo showing one or two computers in use, but not a whole lab.

## **5.0 Board Information Technology Department Responsibility for Technology: Availability, Reliability and Quality of Service**

- 5.1 The Superior-Greenstone DSB will endeavour to provide reliable and quality service to all users during business hours.
- 5.2 The Superior-Greenstone DSB:
  - a) Makes no warranty of any kind, whether expressed or implied, for the service provided.
  - b) Will not be responsible for any damages suffered, including loss of data resulting from delays or service interruptions.
  - c) Specifically denies any responsibility for the accuracy or quality of information obtained through Internet services.
  - d) Staff will attempt or assist to track down the source of any inappropriate information, e-mail message, etc., but may not always be able to do so technically, quickly or completely. Therefore Superior-Greenstone DSB/IT staff will not be held responsible if a source of trouble cannot be located, even if notified of that problem.
- 5.3 Use of any information obtained via the Internet is at the user's own risk.
- 5.4 Web Filtering Software has been, and continues to be, tested for effectiveness. Current versions of this type of software help to filter out many objectionable sites, but by no means all. Unfortunately, until each site is detected and added to the software's inventory of inappropriate sites, or denied access by keyword, it can be accessed. New sites appear on a daily basis. Educating our users with regard to appropriate use and encouraging compliance with Board Policy 602: Acceptable Use of Computers and Internet/Intranet Technology offers our best protection.
- 5.5 Packet filtering and port filtering are other means of managing the security and Quality of service for Superior-Greenstone DSB. The IT Dept. will provide certain restriction on variable ports and/or applications specifically for use for the Administration and Curriculum programs. The IT Department has the right to limit/shutdown/remove such access to various ports throughout the course of the day. This is to ensure the stability, security and functionality of the network and network programs.

## **6.0 Appendices**

- Attachment 1: Acceptable Use of Computers and Internet/Intranet Technology Agreement Form
- Attachment 2: Acceptable Use of Computers and Internet/Intranet Technology Policy – Abbreviated Version
- Attachment 3: SGDSB Web Authoring Procedures, Abbreviated Checklist Version
- Attachment 4: School Website Permission Form





**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

**Acceptable Use of Computers and Internet/Intranet Technology Agreement Form**

Please fill out, print, sign and return to the school.

To Students, Parents/Guardi



**Acceptable Use of Computers and  
Internet/Intranet Technology Policy – Abbreviated Version**

All Computer use must support education for classroom activities and/or professional or career development. Uses which might be acceptable on a user's private personal computer /account on another system may not be acceptable on this dedicated network.

The Board supports efficient, ethical and legal utilization of Technology and Internet resources. The smooth operation of the network is dependent upon user adherence to the guidelines outlined in accompanying Management Guideline 602 Acceptable Use of Computers and Internet/Intranet



### **Superior-Greenstone District School Board (SGDSB) Web Authoring Procedures Abbreviated Checklist Version**

Schools and departments may request changes to the standard page or post additional pages to the SGDSB main site by following guidelines outlined by the IT department. (4.1)

The principal /manager holds the responsibility for content, copyright and protection of privacy on all web pages created for the school/department. (4.2)

Only Board employees and those designated by the IT Department may manage and maintain the website, under the direction of the principal/manager. (4.3)

The content of any Board web page must be consistent with the educational aims, policies and guidelines of the Superior-Greenstone District School Board. (4.4)

Hyper links from school/department web pages to non-SGDSB sites are permitted only for educational purposes. (4.5)

Web pages created on non-Board servers for curriculum or communication purposes must be linked directly from the school's SGDSB web page. (4.6)

Personal web pages for students and staff will not be supported. Linking to a student's web page or staff member's personal page on an external site is not permitted. (4.7)

School web pages must not contain commercial or promotional advertising. Schools can acknowledge and link to partners' or sponsors' web pages. (4.8)

No automatic content is to appear on SGDSB web pages. (4.9)

No content should enable people accessing the page to contact anyone other than the designated contact. (4.10)

Pictures may identify school/department teams and organizations but should not include individuals' full names. Visuals must be made to be as generic as possible. A signed release form must be obtained from the parents/guardians/staff/student. (4.11)

Written permission must be obtained to post names on the web. Full names should not be used. (4.12)

Document file names for pages and images must be checked to ensure that individuals' names do not appear. (4.13)

Copyright must be respected. (4.14)

The school/department's web page must include a link to the SGDSB's web page (<http://www.sgdsb.on.ca>). (4.15)

Photos or write-ups about well-equipped computer labs or other valuable resources must not be included. (4.16).



**SCHOOL WEB SITE PERMISSION FORM**

Date: \_\_\_\_\_

Dear Parents/Guardians:

We are creating a web site for our school.

We would like to tell the community about the many positive things taking place in our school. However, we want to strike the right balance between getting our message out and respecting the wishes of parents/guardians who do not want their child's name, work or photo displayed on the web. Photos, student work and names will only be displayed with the principal's permission and will not be used for commercial gain.

Please fill in the following permission form and return by \_\_\_\_\_.

Yours truly,

Principal

.....

I consent to my child's:

- W school work, (text, videotape, audio, art...etc)
- W name
- W photo/image/video image being used on the school web site.

W I do **NOT** consent to my child's work, name or photo/image/video image being used on the school web site.

Student name (please print)	
Grade	
Signature of parent/guardian	
Date	

The personal information on this form is collected under the authority of the Education Act and will only be



## **SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

<i>Section</i>	SCHOOLS AND STUDENTS		
<i>Policy Name</i>	SAFE ARRIVALS PROGRAM		516
	<i>Management Guideline Applies</i>		
<i>Board Approved:</i>	<i>June 25, 1999</i>	<i>Reviewed:</i>	<i>October 19, 2004</i>
<i>Anticipate</i>	<i>October 19, 2009</i>	<i>Anticipate</i>	<i>September 28, 2009</i>
		<i>Review Prior To:</i>	<i>December 2009</i>
			<i>December 2014</i>

### ***POLICY***

The Superior-Greenstone District School Board will ensure that every elementary school within their jurisdiction shall develop and implement a Safe Arrival Program for their students. The development and implementation of these programs and procedures will be done with advice from school councils, band councils, parents, volunteers, and community members.

### ***PROCEDURES***

Each school's Safe Arrival Program will:

- Provide for procedures that are conducted with daily school attendance procedures that will account for any pupil's unexplained failure to arrive at school.
- Be unique to the school and consistent with the program delivery parameters found in the Management Guidelines.
- Be reviewed annually with all groups to make changes as required
- Have a copy of each school plan will be on file in the office and distributed, at a minimum, to all parents at the beginning of each school year.

## **SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

<i>Section</i>	SCHOOLS & STUDENTS		
<i>Management Guideline</i>	SAFE ARRIVALS PROGRAM		
<i>Applicable Policy</i>	SAFE ARRIVALS PROGRAM		516
<i>Board Approved Anticipate</i>	<i>June 25, 1999 October 19, 2009</i>	<i>Reviewed: September 2009</i>	<i>Review Prior To: December 2014</i>

### **GUIDELINES**

#### **1.0 Program Delivery and Development**

- 1.1 Program should be delivered in a manner that complements other school and community safety programs and initiatives.
- 1.2 The roles and responsibilities of parents, pupils, the school, school councils, volunteers, and other should be clearly identified and documented, and broadly communicated to all those who have an interest in safe-arrival programs.
- 1.3 The roles and responsibilities of parents and guardians, at a minimum, could be defined as involving the following:
  - a) Parents and guardians are responsible for their children's safety. Safe arrival programs are a mechanism that parents and schools can use to account for any pupil's unexplained failure to arrive at school;
  - b) Parents, guardians and caregivers are responsible for communicating planned pupil absences or lateness to the school on a timely basis. Their reports could be reconciled with information obtained through classroom attendance-taking procedures to identify any unexplained absences that require prompt follow-up contacts;
  - c) Parents, guardians and caregivers are responsible for providing the school with complete and current emergency information to enable the school to make any necessary follow-up contacts.
- 1.4 Programs should take into account both normal, recurring circumstances and unusual events and conditions. For example, regular procedures could be modified on days when pupils are likely to arrive late because of inclement weather or bus cancellations.
- 1.5 Programs should take into account that a language other than the language of instruction may be used in the absent pupil's home.
- 1.6 Programs should specify the steps that are to be taken when a follow-up contact cannot reasonably be made.

- 1.7 Individuals involved in delivering the safe arrival program should receive appropriate training and supervision.
- 1.8 Programs should be reviewed periodically to confirm their effectiveness.
- 1.9 Parents and volunteers can make a tremendous contribution to the delivery of these programs. Efforts should be made to develop this potential and to enlist the aid of parents and volunteers to help reduce demands on the time of school administrative staff.
- 1.10 Information about the scope and features of the school's safe arrival program, and about the roles and responsibilities of all interested parties, should be communicated clearly and effectively by the principal to school staff, parents, guardians, caregivers, pupils, school councils, and all volunteers and others in the community who have an interest in the matter.
- 1.11 There should be a reliable method for parents, guardians and caregivers to communicate planned pupil absences or lateness to the school on a timely basis, particularly outside school hours, for example, a voice-messaging system.
- 1.12 A reliable system of documenting key information could be developed and maintained. Subject to *Municipal Freedom of Information and Protection of Privacy Act*, key information could include:
  - a) A log of calls from parents or others who report absences or lateness;
  - b) Names and current telephone numbers, in order of priority, of parents, guardians, caregivers, or other individuals to be notified in case of an unexplained pupil absence;
  - c) Parental consent for school staff and/or volunteers to make these contacts, in accordance with the requirements of the *Municipal Freedom of Information and Protection of Privacy Act*;
  - d) A log of actions taken by school staff in accordance with the provisions of the safe arrival program.

## **SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

<i>Section</i>	SCHOOLS AND STUDENTS		
<i>Policy Name</i>	COMMUNITY INVOLVEMENT ACTIVITIES	521	
	<i>Management Guideline Applies</i>		
<i>Board Approved:</i>	<i>December 10, 1999</i>	<i>Reviewed: January 20, 2003</i>	<i>Review Prior To: December 2007</i>
<i>Anticipate</i>	<i>October 19, 2009</i>	<i>Anticipate September 2009</i>	<i>December 2014</i>

### ***POLICY***

The Superior-Greenstone District School Board, through the community involvement requirement, will encourage students to develop an awareness and understanding of civil responsibility and of the role that they can play in supporting and strengthening their communities. Every Ontario secondary student who begins secondary school in Ontario must complete 40 hours of community involvement in order to receive an Ontario Secondary School Diploma.

Community involvement activities may take place in a variety of settings, including not for profit organizations, public and private institutions (including hospitals, literacy groups, churches, and museums), and informal settings.

The Board has developed a list of approved activities that provide a safe, meaningful learning environment.



d) shall ensure that students are provided with the information and forms needed to

6.1 **Board Approved Activities**

Community involvement activities may take place in a variety of settings, including not for profit organizations, public and private institutions (including hospitals, literacy groups, churches, and museums), and informal settings. This is to be completed outside the students' normal instructional hours – that is, the activities are to take place in the students' designated lunch hours, before or after school, on weekends, or during school holidays.

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## **SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

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*Section* PERSONNEL

*Policy Name* CRIMINAL BACKGROUND CHECK 714  
*Management Guideline Applies*

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*Board Approved: May 26, 2003*  
*Anticipated June 15, 2009*

*Reviewed; March 2009*

*Review Prior To: December 2008*  
*2014*

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### ***POLICY***

The Superior-Greenstone District School Board has the responsibility, under *The Education Act*, to provide a safe and secure working and learning environment for students and employees. The board is in a position of trust with regard to students and must strive to protect their intellectual, physical, mental, and emotional well-being.

POLICY



- current employees
  - volunteers and service providers
  - trustees
- 6.0 All new employees, will be required to provide, at their own expense, an original Vulnerable Sector Screening Check prior to commencing employment, service provisions or volunteer activities that entail direct contact with pupils on a regular basis at a school site of the board.
- 7.0 All service providers, trustees, volunteers and others will be required to provide, at their own expense, an original Police Record Check. Fees for trustees will be paid by the board.

**S**

## **SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

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*Section*                      BOARD AND ADMINISTRATION

*Policy Name*                TRUSTEE/STUDENT TRUSTEE ATTENDANCE AT CONFERENCES                      208

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<i>Board Approved:</i> March 12, 1999	<i>Reviewed:</i> March 21, 2006	<i>Review Annual Prior To:</i>
March 21, 2006	September 24, 2007	December 2010
December 4, 2007	April 27, 2009	December 2010
<i>Anticipate</i> May 19, 2009		

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### **POLICY**

- 1.6 The Superintendent of Business shall track Trustee/Student Trustees expenses to provide a quick reference and understanding of travel and professional development expenditures incurred to-date.
- 1.7 Approved expenses shall be in accordance with Policy No. 307 Travel, Meals and Hospitality Expenses.
- 1.8 Participation of Trustees/Student Trustees in any out-of-province activity shall require prior Board approval.

## **2.0 Student Trustees**

- 2.1 A Parental Consent Form (Appendix B) must be submitted by Student Trustees under the age of 18 on each occasion that they travel to conferences as Student Trustees of the Board.
- 2.2 Travel to conferences shall be contingent upon the availability of supervision by the Student Trustee mentor or staff member as per Student Trustee Policy 210 Management Guideline.
- 2.3 The guidelines for the supervision of the Student Trustees will follow Board policy.
- 2.4 Student Trustees shall provide one (1) written report to the Board within one month of attending a conference, workshop or activity.

## **3.0 Responsibility of Student Trustees at Conferences**

- 3.1 As ambassadors of the Superior-Greenstone District School Board, Student

**Appendix A**

**Superior-Greenstone District School Board**

**TRUSTEE CONFERENCE / WORKSHOP**

**APPLICATION FORM**

Trustee / Student Trustee Name:

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Date of Conference / Workshop:

*Day(s)*

*Month*

*Year*

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Location of Conference / Workshop:

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Name of Conference / Workshop:

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***Provide a brief description of training and the Keynote Speaker(s) for this event.***

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***What are the estimated expenses for this conference / workshop?***

Conference / Workshop Registration:

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Transportation:



*Superior-Greenstone District School Board*

***PARENT/GUARDIAN CONSENT FOR STUDENT TRUSTEE  
OUT-OF-DISTRICT AND/OR OVERNIGHT EVENTS  
(For students under the age of 18)***

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<i>Section</i>	FACILITIES AND GROUNDS	
<i>Policy Name</i>	PUBLIC ACCESS DEFIBRILLATORS IN BOARD FACILITIES <i>Procedural Guideline Applies</i>	412

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<i>Board Approved:</i>	<i>Review Prior To: December 2010</i>
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### ***POLICY***

The Superior-Greenstone District School Board is committed to the health and safety of its students, faculty, staff and visitors. In order to provide opportunities for assistance to be given to individuals who may experience cardiac arrest on school property, the Board has acquired automatic external defibrillators (AED's) for use in schools and at designated events that can be accessed by staff members and the public.

The expectation is to have the Public Access Defibrillators located in accessible public locations in each school facility. Procedures related to use and maintenance of the Public Access Defibrillators will be reviewed annually.

### ***DEFINITIONS***

Public Access Defibrillators (P.A.D.) is an automated external defibrillator that has been designed for public use. Any member of the public can access a P.A.D. and apply it to a victim who may appear to be having a cardiac arrest. The quicker the response – the greater chance of survival the victim of a cardiac arrest will have.



**Superior Greenstone District School Board**

**Transportation Committee Meeting**

**Date / Time:**

Tuesday, April 28, 2009 - 5:00 p.m.

**Location:**

Via Teleconference and on site at the Marathon Board Office

### 3.0 Update on progress of Consortium



Secondary Panel

<b>School</b>	<b>2008-2009 Administrative Staffing</b>	<b>2009-2010 Administrative Staffing</b>
Geraldton Composite High School	1 Principal .5 Vice Principal	1 Principal .5 Vice Principal
Lake Superior High School	1 Principal	1 Principal
Manitouwadge High School	1 Principal	1 Principal
Marathon High School	1 Principal .5 Vice Principal	1 Principal .5 Vice Principal
Nipigon-Red Rock District HS	1 Principal	

**2009 Graduation Dates**

**As of May 7, 2009**

<b><i>Elementary</i></b>			
<b><i>School</i></b>	<b><i>Date</i></b>	<b><i>Time</i></b>	<b><i>Board Representative</i></b>
BAPS	Thursday, June 18 <sup>th</sup>	TBD	
BEPS	Friday, June 19 <sup>th</sup>	5:30 p.m.	
DOPS	Tuesday, June 23 <sup>rd</sup>	6:00 p.m.	
GOPS	Tuesday, June 23 <sup>rd</sup>	TBD	
MNPS	Wednesday, June 24 <sup>th</sup>	7:00 p.m.	
MTPS	Tuesday, June 23 <sup>rd</sup>	1:00 p.m.	
MMPS	Wednesday, June 24 <sup>th</sup>	6:00 p.m.	
RRPS	Tuesday, June 23 <sup>rd</sup>	6:00 p.m.	
SCPS	Wednesday, June 24 <sup>th</sup>	7:00 p.m.	
TBPS	Wednesday, June 24 <sup>th</sup>	5:00 p.m.	
<b><i>Secondary</i></b>			
<b><i>School</i></b>	<b><i>Date</i></b>	<b><i>Time</i></b>	<b><i>Board Representative</i></b>
GCHS	Friday, June 5 <sup>th</sup>	7:00 p.m.	
LSHS	Thursday, June 25 <sup>th</sup>	1:00 p.m.	
MNHS	Thursday, June 25 <sup>th</sup>	7:00 p.m.	
MRHS	Friday, June 26 <sup>th</sup>	1:00 p.m.	
NRHS	Friday, June 26 <sup>th</sup>	1:00 p.m.	

## SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD

**Report No:** 33  
**Date:** May 19, 2009

**TO:** Chair and Members of the  
Superior-Greenstone District School Board

**FROM:** Nicole Morden Cormier, School Effectiveness Lead

**SUBJECT:** Kindergarten Programming

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### **Background**

With the implementation of full-day Junior Kindergarten programs in Superior-Greenstone District School Board for the 2009-2010 school year, the need for additional support and further alignment of programs for all Kindergarten teachers was recognized.

The Kindergarten Program at Superior-Greenstone District School Board honours every child as a creative and resourceful learner. We recognize that an effective curriculum begins with an informed understanding of what and how children learn and sets specific goals for instruction. Programs must emphasize learned-based play, the development of inquiry skills, and literacy and numeracy. We endeavor to offer an inquiry based environment which focuses on the strengths of every child.

### **Current Situation**

In an effort to develop a clear vision for implementation and programming, several key steps have been taken:

1. Kindergarten Network Established
  - a) This learning team is comprised of all Kindergarten teachers, Ontario Early Years/Best Start personnel, school administrators and the Literacy and Numeracy Student Achievement Officer. The goal is to increase the alignment of our programs in schools by encouraging visits between

- b) Public Relations
  - i) A board-wide advertisement was developed for every local newspaper advertising Kindergarten registration and welcoming families to our school community
  - ii) Information has been shared through local newspapers regarding the implementation of the full-day programs
  - iii) Just For Kids – a full page celebration of our programs will be published on October 27, 2009
  - iv) Possibility of summer programs for Junior Kindergarten students is currently being explored

**Next Steps**

The Kindergarten Network has proven to be a valuable use of time and resources as we have already noticed best practices spreading throughout the board and making an impact on student achievement. As teachers continue to explore and align their practices in the program, they will require additional support. It is our hope to continue to facilitate this learning team in 2009-2010. The outreach to the community is an important component in the success of this network.

**Administrative Recommendations**

That, the Superior-Greenstone DSB receives as information Report No 33: Kindergarten Programming.

Respectfully submitted by:

Nicole Morden Cormier  
School Effectiveness Lead  
Superior-Greenstone District School Board





**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

**Report No:** 36  
**Date:** May 19, 2009

**TO:** Chair and Members of the  
Superior-Greenstone District School Board

**FROM:** Valerie Newton

**SUBJECT:** 2009-2010 Secondary Staffing Proposal

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***Background:***

**Current Situation**

The Secondary Staffing Proposal for 2009-2010 is outlined below:

Part A: Staffing according to contractual agreement

	<b>GCHS</b>	<b>LSHS</b>	<b>MNHS</b>	<b>MRHS</b>	<b>NRDHS</b>	<b>Bd. Info.</b>
October 31, 2008	287.00	168.75	115.50	287.50	234.00	1092.75
March 31, 2009	284.75	161.00	114.25	260.50	228.50	1049.00
Average	285.88	164.88	114.88	274.00	231.25	1070.89
<b>2008-2009 Classroom Teachers</b>	17.86	10.31	7.18	17.13	14.45	66.93
Special Education Teachers	1.00	1.00	1.00	1.00	1.00	5.00
Guidance Teachers	1.00	1.00	1.00	1.00	1.00	5.00
<b>2009-2010 Contract Teachers</b>	19.86	12.31	9.18	19.13	16.45	76.93

Part B: Staffing funded over and above collective agreement by special initiatives and the Board

**GCHS      LSHS      MNHS      MRHS**

**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

**Report No: 37**  
**Date: May 19, 2009**

**TO:** Chair and Members of the  
Superior-Greenstone District School Board

**FROM:** Wayne Chiupka, Manager of Plant Services

**SUBJECT:** Energy Efficient Schools Funding Grant Report 2009

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**Background:**

The Ministry of Education has notified Board Administration that a new grant will be provided to school boards in Ontario for energy efficient retrofits and upgrades to schools. The intent is that schools will be in a position to reduce energy consumption over the next two years, thereby reducing operating costs.

The grant consists of several components and totals \$1.7 million. Some work is expected to be carried out prior to August 31, 2009, while the bulk of the work will be carried out over the 2009/2010 and 2010/2011 budget years.

Projects under this grant will range from small, non-capital work such as vending machine controls, electricity metering, and occupancy sensors, to capital work such as boiler system replacement, energy management equipment and windows.

**Current Situation:**

The Plant Department is currently working to set up the projects to meet the requirements of the Energy Efficient Schools Grant. Work that must be carried out before August 31, 2009 will be scheduled shortly to ensure the grant is fully utilized. Longer-term plans will be put in place to meet the rest of the grant, over the next two operating years.

It is anticipated that noticeable savings in energy will be achieved, and that money saved will help the Board overall.

**Administrative Recommendations: Board overal**

**SUPERIOR-GREENSTONE DIST**

**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

**Report No:** 39  
**Date:** May 19, 2009

**TO:** Chair and Members of the  
Superior-Greenstone District School Board

**FROM:** Wayne Chiupka, Manager of Plant Services/Transportation

**SUBJECT:** School Bus Contracts 2008-2009

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**Background**

Each year, the board contracts for school bus service directly with the operators as outlined below. Under a formal sharing agreement, the board provides school bus transportation for children of this board as well as children attending coterminous board schools.

**Current Situation**

Contract negotiations have been completed with most operators and the results are brought to the Board for approval. Some of the factors that control the contracts include: mileage driven, type of vehicle, depreciation, administration, driver hours and other costs. The driver rate has increased by 2.0% over last year and this will ensure quality drivers are retained.

As in past years, the contracts are renewed by direct negotiation with each contractor rather than the service being tendered. This is beneficial as it provides stability to the local operators who are sole providers of the service in each area. Tendering is used mainly when the Board and the operator cannot come to an agreement.

The prices shown below are subject to a fuel escalation clause that may, based on the actual cost of fuel to each operator, cause minor adjustment to the final contract at the end of the school year.

Of the total costs shown, Superior-Greenstone DSB







***Pay Equity Plan***  
***for the***  
***District 6B***  
***Ontario Secondary School Teachers' Federation***  
  
***Educational***  
***Support Staff Bargaining Unit***  
  
***and the***  
***Superior-Greenstone District School Board***

***May 6, 2009***

**Pay Equity Plan for the**

**District 6B**

**Ontario Secondary School Teachers' Federation**

**Education Support Staff Bargaining Unit**

**and the**

**Superior Greenstone District School Board**

It is agreed between the parties that this Pay Equity Agreement has been negotiated

## D. Gender Neutral Comparison System

1. The Gender Neutral Comparison System (GNCS) is based on the OSSTF Pay Equity Job Evaluation System (as modified by the parties for use at the Superior

Greenstone District School Board. The GNCS measures skill, effort, responsibility and working conditions and has been used as an appropriate system for the purpose of establishing this Pay Equity Plan.

2. As a result of the application of the Gender Neutral Comparison System, the male comparators for the female dominated job classes were established and are attached as Appendix C.

## E. Pay Equity Adjustments

1. Job-to-job and proportional value Pay Equity adjustments (where applicable) for the female job classes are shown on Appendix D.

## G. OSSTF Grid

1. Job classification rates, which include pay equity adjustments, are shown in Appendix E, and shall replace the current salary schedule in Appendix "A": Salary Schedule of the Collective Agreement between OSSTF District 6B Educational Support Staff Bargaining Unit and the Superior-Greenstone District School Board.
2. The above new salary grid shall be effective **June 15, 2009**.

## H. Retroactive Payments

1. All retroactive Pay Equity payments shall be pro-rated as per service effective from **September 1, 1998**.

incumbent's employment record with the Board and the job rates in effect on

## I. Maintenance

1. The parties agree to maintain this Pay Equity Plan.
2. The Board agrees to provide the Bargaining Unit with the data necessary for

3. Maintenance of the Pay Equity Plan shall occur no less than annually or by mutual agreement.
4. Notwithstanding I.3 above, in the event of a significant change in job duties or in the event that a new job class is created within the Bargaining Unit, either Party may request a meeting of the Joint Steering Committee within thirty (30) working

### Schedule A

<u>Job Class</u>	<u>Gender Dominance</u>
------------------	-------------------------

Accounting Clerk	Female
------------------	--------

Accounts Payable Clerk	Female
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Attendance Counsellor	Female
-----------------------	--------

Graphic Technician	Male
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Library Technician	Female
--------------------	--------

Payroll Clerk	Female
---------------	--------

Secretary	Female
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Educational Assistant	Female
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## **Schedule B**

### **Male Jobs Outside Bargaining Unit**

Custodian

Head Custodian

Maintenance Working Foreman

## Schedule C

Female Job Class

Identified Male Comparator

Payroll Clerk

Custodian

Library Technician

Accounts Payable Clerk

Secretary

Head Custodian

Educational Assistant



## Schedule D

### Adjustments (based on September 1, 2008 salary grids)

Educational Assistant	\$ .905
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**Schedule E – Salary Grid Effective June 1, 2009**

<b>Years</b>	<b>Attendance Counsellors</b>	<b>Library Technician</b>	<b>EA</b>	<b>Accts Payable Clerk Accounting Clerk Computer Technician Payroll Clerk Secretary</b>
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
<b>0</b>	<b>18.274</b>	<b>18.575</b>	<b>18.809</b>	<b>19.273</b>
<b>1</b>	<b>19.171</b>	<b>19.505</b>	<b>19.706</b>	<b>20.238</b>
<b>2</b>	<b>20.111</b>	<b>20.482</b>	<b>20.646</b>	<b>21.251</b>
<b>3</b>	<b>21.091</b>	<b>21.506</b>	<b>21.681</b>	<b>22.311</b>
<b>4</b>	<b>22.134</b>	<b>22.583</b>	<b>22.669</b>	<b>23.430</b>

**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

**Report No: 41**  
**Date: May 19, 2009**

**TO:**

**SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

**Report No: 42**  
**Date: May 19, 2009**

**TO:** Chair and Members of the  
Superior-Greenstone District School Board

**FROM:** Barbara Draper, Coordinator of Human Resource Services

**SUBJECT:** Personnel Report – May 19, 2009

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*That*, the Superior-Greenstone DSB receives as information Report No: 42: Personnel, dated May 19, 2009.

**I ADMINISTRATION**

1. **APPOINTMENTS**

*Please contact human resources for all personnel information*

**II TEACHING STAFF**

1. **CHANGES IN ASSIGNMENT**

2. **LEAVE OF ABSENCE**

3. **RESIGNATIONS**

**III SUPPORT STAFF**

1. **LEAVE OF ABSENCE**