



June 2023

ONTARIO CATHOLIC SCHOOL  
BUSINESS OFFICIALS ASSOCIATION

## President's Message

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Dear Members of the Ontario Catholic School Business Officials Association (OCSBOA),

As we conclude another rewarding year of serving the educational needs of our Catholic schools in Ontario, I would like to take a moment to reflect on our collective accomplishments and share some exciting updates.

First and foremost, I wish to express my sincere appreciation to each of our members and everyone within the inter-Catholic education communities for their steadfast dedication and commitment to our mission. Your ceaseless efforts in managing all aspects of our schools ensure their smooth operation and success. Your expertise and professionalism continuously elevate the standard of excellence in Catholic education.

I am delighted to inform you that our association has made considerable strides in advancing our goals and objectives over the past year. We have proactively engaged in strategic partnerships with government agencies, educational institutions, and industry leaders to create valuable opportunities for our members and advocate the principles of Catholic education. These partnerships have endowed us with insightful perspectives, resources, and cooperative platforms to boost our professional development and aptly address the evolving needs of our schools.

As we continue our journey, it's paramount to stay united as a robust and supportive community. The significance of collaboration and collective wisdom is immeasurable. Let's keep sharing our experiences, challenges, and triumphs, drawing inspiration from each other. Together, we can surmount any obstacles and persist in providing the highest quality of Catholic education to our students.

I urge each of you to actively engage with our association and seize the diverse resources and networking opportunities at your disposal. Participate in our events, connect with fellow members, and impart your insights and expertise. Your active participation will not only enrich your own professional journey but also contribute to the growth and progression of our association as a whole.

In conclusion, I wish to express my heartfelt gratitude for your unwavering support and trust in OCSBOA. Together, we have accomplished remarkable milestones, and together, we will continue to pave the way in shaping the future of Catholic education in Ontario.

May God bless each of you abundantly as you embark on another fulfilling academic year. Thank you for your enduring dedication, and I eagerly anticipate our shared success.

Warmest regards,

*Khaled Elgharbawy*

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### Board of Directors

*President: Khaled Elgharbawy • Vice-President: Milka Zlomislic • Past President: Kevin Sun • Executive Director: Peter Marchini  
Directors: Michael Gray • Brian Capovilla • Cathy McCabe • Tom Pechkovosky • Betty Stavropoulos • Lucy LePera • Vince Artuso •*

## UPCOMING OCSBOA EVENTS

**OCSBOA Annual Conference**  
**September 27-29, 2023**  
**Keynote Speaker: Dr. Carolyn Albanese**  
More details to follow.

*Carolyn is currently an Education Officer at the Ministry of Education where she is supporting the work of mental health among teacher candidates as well as decentering Whiteness and examining bias and oppression among colleagues. She holds a PhD from OISE at the University of Toronto in Leadership and Higher Adult Education, focusing her research on equitable and inclusive education and improving outcomes and conditions for marginalized students and families through policy.*

## **OCSBOA COMMITTEE REPS**

OCSTA	Brian Capovilla
OCSOA	Brian Capovilla
ICE	Khaled Elgharbawy, Peter Marchini
Ministry Liaison	Khaled Elgharbawy
Human Resources	Michael Gray, Cathy McCabe
CEFO	Brian Capovilla
Conference	All Board Members
Membership	All Board Members
Business Facilities/Planning	Vince Artuso, TomPechkovosky
Strategic Communications	
ECAB	Betty Stavropoulos

## **OCSBOA BOARD OF DIRECTORS**

President	Khaled Elgharbawy, York
Vice-President	Milka Zlomislic, Toronto
Past President	Kevin Sun, Dufferin-Peel
Directors:	Michael Gray, York
	Cathy McCabe, Dufferin-Peel
	Brian Capovilla, Wellington
	Tom Pechkovosky, York
	Betty Stavropoulos, Toronto
	Lucy LePera, Toronto
	Vince Artuso, Toronto
Executive-Director	Peter Marchini <i>marchinip@sympatico.ca</i>



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**Conference and General Meeting 2023**  
*September 27-29, 2023*

This year the annual Conference and General Meeting will be held in Niagara on the Lake, Ontario. The venue is the Queens Landing Hotel and Conference Centre.



Registration details have been sent out to all members. Please join us for another great event.

We are grateful to have a variety of sponsors for this years event. Many will be presenting and in attendance at the event.

<b>Borden Ladner Gervais</b>	<b>Telus Health</b>	<b>Isys Systems</b>	<b>Oecm</b>
<b>EBase</b>	<b>Qair</b>	<b>Corebuild</b>	<b>Apply to Education</b>
<b>DELL Technologies</b>	<b>Nexim</b>	<b>Mondo Contract Flooring</b>	<b>Ferdom Construction</b>

There will also be the many opportunities for networking.

Please join us for this year's event. If you have not received registration information, please contact Peter Marchini at [marchinip@sympatico.ca](mailto:marchinip@sympatico.ca) or Lesley McDowell at [info.ocsboa@gmail.com](mailto:info.ocsboa@gmail.com).

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# Conference Program 2023

## CONFERENCE PROGRAM 2023

### Wednesday, Sept 27, 2023

Hotel check in time: 4 p.m.

<b>3:00 – 4:00 p.m.</b>	<b>OCSBOA Committee Meetings</b> - Business & Facilities - Human Resources	<i>Grand Georgian</i>
5:00 p.m.	Early Registration	
6:00 p.m.	Cocktails	<i>Grand</i>
7:00 p.m.	<b>Dinner</b> – join us for an evening of casual dining and socializing	<i>Georgian</i>

### Thursday, September 28, 2023

7:00 – 8:15a.m.	Breakfast	<i>Grand Georgian Ballroom-A</i>
7:45 a.m.	Registration Sponsor Displays	<i>Grand Georgian-B&amp;C</i>
8:30 a.m.	Opening of Conference - <b>Welcome Camillo Cipriano</b> <b>Niagara Catholic DSB - Director of Education</b>	<i>Grand Georgian-B&amp;C</i>
8:45 a.m.	<b>Eucharistic Celebration</b>	<i>Grand Georgian B&amp;C</i>
9:30 – 9:45 a.m.	Refreshment Break	
9:45-10:30 a.m.	<b>Presentations</b> Eric Roher/Melissa Eldridge –BLG Labor Negotiations Update	<i>Grand Georgian B&amp;C</i>
10:30-11:15a.m.	- CIBC-Mitigating Cyber security and Fraud Risk	
11:15-12:00	- QAIR– Chris Assard –What's New in School Ventilation Systems	
12:00 – 1:00 p.m.	Lunch	<i>Grand Georgian -A</i>
1:00 - 2:30 p.m.	<b>Keynote Speaker:</b> <b><i>Dr Carolyn Albanese-Mental Health Stigma &amp; Resilience: The Complexities of This Thing Called Life</i></b>	<i>Grand Georgian</i>
2:30 - 2:45 p.m.	Refreshment Break	
2:45 – 3:45p.m.	<b>Presentations</b> - Drazen Bulat/Miller Thomson-Everything You Wanted to Know About Procurement & Contracts, But Were Afraid to Ask, & More!	<i>Grand Georgian B&amp;C</i>
3:45 - 4:30 p.m.	- Omers Update – Chris Hayle / Martin Diokno	
6:00 p.m.	<b>Social Gathering</b>	

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7:00-11:30 p.m	<b>Presidents Dinner followed by live entertainment-Sandy Vine and the Midnights</b>	<i>Grand Georgian</i>
<b>Friday, September 29, 2023</b>		
7:00 – 8:15 a.m.	Breakfast	<i>Grand Georgian Ballroom-A</i>
8:30 a.m.-9:15 a.m.	<b><i>Annual General Meeting</i></b>	<i>Grand Georgian B&amp;C</i>
9:15 – 10:00 a.m 10:00-10:45 a.m	<b>Presentations</b> - Michael McPhee, OCSTA - John Sabo-OECM-Harnessing the Power of Collaboration	
10:45-11:00 a.m	Refreshment Break	
11:00 – 12:00p.m	Presentations - Laura Sullivan-Telus Health –Stress Management	<i>Grand Georgian B&amp;C</i>
12:00 p.m.	Departure- and draw for \$500 gift card must be in attendance	

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## **ICE Catholic Education Symposium**

The Institute for Catholic Education (ICE) held their annual Catholic Education Symposium in May. This years theme was Adult Faith Formation.

*The pivotal challenge confronting the Catholic education community at the beginning of the 21<sup>st</sup> century is the compelling need for all of us to own our distinctive vocation in the Church. To aid in this ownership process continuing faith formation is imperative.*

In attendance at the event were OCSBOAs President, Khaled Elgharbawy, and Vice President, Milka Zlomislic.



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## Tech Tips and Tricks

Welcome to our Tips and Tricks page. Here you will find some interesting and hopefully, new ideas to help you navigate your on line and digital world! This month we will look at some Excel Tips!

Working with shortcuts saves valuable time in your workday! Instead of accessing the toolbar with a mouse, two or three keystrokes are used to perform significant functions. Isn't that easier and time-saving? Using Excel shortcuts drastically increases the speed, and thus reduces work-time. Here are some Excel shortcuts

Save a Workbook	Ctrl + S
Go to the Data Tab	ALT + A
To go the Formula tab	ALT+ M
Italicize Font	ALT + I
Bold Font	ALT + B
To add a border	ALT + H + B
To insert the current date	Ctrl + ;
To select the entire column	Ctrl + Space

If you would like to add the total to the bottom of a column or row you can do this with one entry!

1. In your spreadsheet click in the cell either at the bottom of a column or at the end of a row. (this is where you want the total to display)
2. Type Alt + =
3. Voila! You have the total!

Did you know that you can filter an excel sheet based on the information in one cell. If you want to find all the lines that apply to a certain criterion you can do this in one step!

1. In Excel right click on the cell you are trying to filter information for.
2. From the drop down menu choose *Filter*
3. Choose *Filter based on selected cells value*
4. Now you can highlight the filtered data and *right click* and choose *copy*
5. Open a new document or worksheet within the current document.
6. *Right click* and choose *Paste*.
7. DONE!

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# MEMBERSHIP FORM 2022-23

NEW MEMBER  RENEWAL

**PERSONAL DATA:**

<b>Name</b>	
<b>Title</b>	
<b>Board</b>	
<b>Address</b>	
<b>City</b>	
<b>Postal Code</b>	
<b>Telephone</b>	
<b>E-mail</b>	

**COMMITTEE INTEREST:**

*The Board of Directors has developed a new committee structure in order to meet the needs of Catholic School Business Officials. Typically, committees meet approximately four (4) - six (6) times a year:*

COMMITTEE	√
<i>Membership Services – this committee will develop services that can be provided to members to enhance value of OCSBOA for all members: some examples include workshops, seminars, communications</i>	
<i>Conference – this committee will develop the conference program for 2020 and will aim to provide current and relevant topics to members at the conference</i>	
<i>Facility &amp; Planning – this committee will provide a forum to address items specific to Catholic boards. This committee will facilitate collaborative sharing of our collective expertise and knowledge with our colleagues while ensuring the perspective of Catholic Education is paramount.</i>	
<i>Human Resources – this committee will provide a wide range of consultative services to OCSBOA members in the areas of negotiations, benefits, arbitrations, contract language, Health &amp; Safety, etc.</i>	
<i>Communication – this committee will meet 3 or 4 times a year to share ideas and develop best practices for communication within the context of publicly-funded Catholic education</i>	
<i>Board of Directors – chart the future of OCSBOA by participation as a Director</i>	

**Membership Fee 2022-23 (September to August): \$210.00 (\$185.85 + \$24.15 HST)**

**Please make cheque payable to Ontario Catholic School Business Officials’ Association and return this form with your fee. You can email it to: [marchinip@sympatico.ca](mailto:marchinip@sympatico.ca)**

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

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