*YOUR ASSOCIATION IN ACTION*

***President’s Message…***

Welcome to OCSBOA 2018! I hope that everyone took time over Christmas to recharge and relax with family and friends. Now that the New Year has started most of us have probably set some goals that we hope to achieve. Whether these goals focus on personal growth opportunities or relate to trying something new and exciting, there are certain criteria that we should look at to help us create our goals.

A useful tool that can be used to help evaluate goals is the **SMART**, criteria:

|  |  |
| --- | --- |
| **S** | **Specific** – is there a desired outcome expected from accomplishing the goal? |
| **M** | **Measureable** – can the path towards achieving your goal be evaluated (amounts, dates, times)? |
| **A** | **Achievable** – is it possible to reach your goal given, constraints of time, skills and resources? |
| **R** | **Relevant** – will reaching this goal be of benefit to you or others? |
| **T** | **Timely** – is there a set deadline to achieve the goal? |

After having assessed that our goals are **SMART,** we can now move towards achieving them. A fundamental component to bringing our goals to fruition is faith and perseverance.

***“'Ask, and it will be given to you;***

***seek, and you will find;***

***knock, and the door will be opened to you.”***

Matthew 7:7

Have faith that you will be able to reach your goals, no matter how much of a stretch they may be. Your path towards achieving them must be taken one step at a time. Breaking down major objectives into smaller achievable milestones is instrumental in making those tasks less daunting and much more manageable.

No matter how many challenges or obstacles stand in your path, continue to try. Even the most difficult of tasks will seem easy, once you have mastered them. Do not give into frustration. Take time to reflect and think outside the box. Most importantly never feel ashamed to seek help. You would be surprised as to how just using someone as a sounding board can bring about an epiphany.

I sincerely hope that OCSBOA can play a role in helping you to achieve your 2018 goals. OCSBOA offers several committees, which can assist you with networking and collaborating with other Catholic School Board colleagues. If you have not already done so, please renew your membership for the 2018 year and consider joining us at our annual conference in October.

*G. Kevin Sun, President*

**HR Committee Meeting:**

**next meeting will be held on February 23, 2018.**

**OCSBOA HR PAMPHLET**: as part of promoting the Association, OCSOA has developed an information pamphlet for new members. The brochure will be distributed at the next HR Committee Meeting. For those boards not in attendance, the brochure will be mailed.

**OCSBOA COMMITTEE REPS**

OCSTA Paul DeCock

OCSOA Paul DeCock

ICE Kevin Sun

Ministry Liaison Paul DeCock, Joe O’Hara

Human Resources Angelo Romano, Jim LoPresti, Joe O’Hara

CEFO Paul DeCock, Maia Puccetti

Conference All Board Members

Membership All Board Members

Business Facilities & Planning Maia Puccetti

Strategic Communications Andrea Swinden, Jessica Dalinda

**OCSBOA BOARD OF DIRECTORS 2017-18**

President Kevin Sun, Dufferin-Peel

Vice-President Joe O’Hara, Halton

Past President Paul DeCock, Toronto

Directors: Maia Puccetti, Toronto

 Denise Jones, Dufferin-Peel

 Jessica Dalinda, Toronto

 Siobhan Alexis

Executive-Director Peter Marchini

 *marchinip@sympatico.ca*

The **OCSBOA WEBSITE:**

Members can expect to see enhancements to the website which will make it more adaptable and user-friendly!

It is our goal to provide more pertinent information available to members on a timely basis.

**OCSBOA MEMBERSHIP FORM 2017-18**

ATTACHED TO THIS NEWSLETTER IS THE 2017-18 MEMBERSHIP FORM.

**Return your Membership Form by April 1 and be eligible for a $250 restaurant gift certificate – to be awarded in June 2018.**

SUPPORT YOUR ASSOCIATION AND RETURN THE FORM TODAY!

BE AN AMBASSADOR FOR YOUR ASSOCIATION AND PROMOTE MEMBERSHIP AMONG YOUR COLLEAGUES!

***MARK YOUR CALENDARS FOR…..***

**OCSBOA 2018 CONFERENCE**

OCTOBER 3-5, 2018

White Oaks Resort & Spa, Niagara-on-the-Lake

Register by May 1 and be eligible for a $250 gift certificate for White Oaks Mall!! The Conference information package will be mailed soon!

**DO YOU HAVE ANY NEWSWORTHY ITEMS??**

Send them in for inclusion in the dNews. We’d love to hear from you!!

Contact: Peter Marchini – marchinip@sympatico.ca

Kevin Sun - kevin.sun@dpcdsb.org

**ABOUT THE 2018 AGM…**

Theme: **Owning Our Potential**

Keynote Speaker: **Bob Koehler**

Bob Koehler’s mission in life is to enlighten, empower, encourage and energize individuals and organizations to become nothing less than their “**Absolute Best**” – to be “**Extraordinary**” at what they do and who they are. Experience the passion, enthusiasm and just plain fun as Bob delivers his message with a large helping of reality, relevance, humour and energy!

Other Presenters: Eric Roher & Heather Douglas (Borden Ladner Gervais), Sharon Duffy & Mike McPhee (OCSTA), Dan McCowell & John Sabo (OECM). More speakers to be announced!

Committees will have an opportunity to meet on Wednesday from 3 – 4 p.m.

**CALL FOR NOMINATIONS & RESOLUTIONS**

Attached are the **Outstanding and Honorary Membership Nomination** forms. Consider worthy nominees for these awards and submit as directed.

Call for **Board of Directors Nominations**: ever consider serving on the OCSBOA Board of Directors? Add your voice and expertise to the Board of Directors! Nomination details are attached.

**Call for Resolutions**: members are asked to consider submitting Resolutions. See the attached form.

***For the above noted items, the appropriate forms are included with this newsletter. Please read carefully and follow the directions noted on each form, with particular attention to the deadlines for each. Thank you!***

**NOMINATION FORM**

**OUTSTANDING CONTRIBUTION AWARD**

**To be returned by Friday, August 31, 2018**

***Purpose:*** Each year the Ontario Catholic School Business Officials’ Association undertakes to recognize the hard work, dedication and service of members who have made significant contributions to the Association and/or Catholic Education in the Province of Ontario. This award may also be extended to members of Catholic Partner Organizations.

***Criteria:*** To be eligible, the nominee must be a **member of the Association or of a Catholic Partner**

**Organization**. The individual chosen for this award will have made a significant contribution to the ongoing activities of the Association and/or to the cause of Catholic Education in the Province of Ontario.

***NOMINEE FOR OUTSTANDING CONTRIBUTION AWARD 2018***

***Nominee:***

***Nominee Board or Association:***

***Nominated by:***

***(name and board)***

***Signature:***

***Please provide a brief resume and supporting evidence of the nominee’s contribution to the Association and/or Catholic Education in the province of Ontario.***

**Return by August 31, to:**

**Kevin Sun, President**

OCSBOA

 730 Courtneypark Dr. W.

 Mississauga, Ontario L5W 1L9 Email: kevin.sun@dpcdsb.org

or Peter Marchini – Fax: **519-979-4468** Email: marchinip@sympatico.ca

**NOMINATION FORM**

**HONORARY MEMBERSHIP AWARD**

**To be returned by Friday, August 3, 2018**

HONORARY MEMBERSHIP shall consist of all such persons who have been elected as honorary members by a majority vote of the members present at any regular session of the annual meeting.

*PROCESS*

Candidates for honorary membership shall be selected by the following procedure:

- The prospective candidate shall be proposed to the Board of Directors by an active member of the Association **60 days prior to the annual meeting**.

- The proposal shall be in writing, giving full details with respect to the past service of the candidate, highlighting those areas that may warrant acceptance into honorary membership.

- The Board of Directors shall review all such proposals and, based on the information provided, decide whether or not to recommend the individual for honorary membership at the annual meeting. Only the names of those individuals being recommended for honorary membership shall be brought to the annual meeting.

- Members submitting proposals shall be notified of the Board's decision.

***NOMINEE FOR HONORARY MEMBERSHIP AWARD 2018***

***Nominee:***

***Nominee Board or Association:***

***Nominated by:***

***(name and board)***

***Signature:***

***Please provide full details attached to this nomination with respect to the past service of the nominee, highlighting those areas that may warrant acceptance into honorary membership.***

**Return by August 3, to:**

**Kevin Sun, President**

OCSBOA

 730 Courtneypark Dr. W.

 Mississauga, Ontario L5W 1L9 Email: kevin.sun@dpcdsb.org

or Peter Marchini – Fax: **519-979-4468** Email: marchinip@sympatico.ca

**CALL FOR RESOLUTIONS**

**ANNUAL MEETING 2018**

***OCSBOA Constitution, Article 7***

All resolutions received in writing by the Board of Directors from any member, 90 days prior to the Annual Meeting, shall be presented to the membership at the next annual meeting with a recommendation of the Board of Directors. The membership shall receive a copy of such resolutions 30 days prior to the annual meeting.

**PROPOSED RESOLUTIONS**

**To be submitted by: JULY 6, 2018**

Name:

Board:

Proposed Resolution(s):

Signature:

Return to: kevin.sun@dpcdsb.org or marchinip@sympatico.ca by July 6, 2018

For Board of Directors use

Approved by Board Yes \_\_\_\_ No\_\_\_\_

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

Copy of Resolutions to be sent to Membership by September 3, 2018.

**NOMINATION FORM**

 **OFFICE OF DIRECTOR**

**To be returned by August 31, 2018**

**2018 Election**

**Thursday, October 4, 2018**

**White Oaks Resort & Spa, Niagara-on-the-Lake**

***I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, hereby nominate \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ as a***

***Candidate for the office of Director in the OCBSOA 2018 Election to be held on Thursday, October 4, 2018 at the White Oaks Resort & Spa, Niagara-on-the-Lake, Ontario.***

***Nominated by:***

***Name:***

***Signature:***

***I hereby accept the nomination (must be completed and signed by Nominee):***

***Signature:***

***Title:***

***Employing School Board***

*Note: Candidates must be nominated by an active member of the association.*

*The Nominating Committee may nominate an active member in good standing.*

**Return by August 31, 2018, to:**

**Kevin Sun, President**

OCSBOA

 730 Courtneypark Dr. W.

 Mississauga, Ontario L5W 1L9 Email: kevin.sun@dpcdsb.org

or Peter Marchini – Fax: **519-979-4468**  Email: marchinip@sympatico.ca

**MEMBERSHIP FORM 2017-18**

NEW MEMBER  RENEWAL 

***PERSONAL DATA:***

|  |  |
| --- | --- |
| ***Name***  |  |
| ***Title*** |  |
| ***Board*** |  |
| ***Address*** |  |
| ***City*** |  |
| ***Postal Code*** |  |
| ***Telephone*** |  |
| ***E-mail*** |  |

***COMMITTEE INTEREST:***

|  |  |
| --- | --- |
| COMMITTEE | ***√*** |
| ***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* |  |
| ***Conference –*** *this committee will develop the conference program and will aim to provide current and relevant topics to members at the conference* |  |
| ***OCSTA Liaison –*** *this committee will provide support as needed by Ontario Catholic School Trustees Association including members for workgroups, committees and OCSTA/ OCSBOA Finance Seminar* |  |
| ***Ministry of Education Liaison –*** *this committee will consult with the Ministry of Education on current business & finance issues and will provide feedback to OCSBOA and its members.* |  |
| ***Business Facilities & 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.* |  |
| ***Strategic Communications –*** *the committee will meet three or four times a year to share ideas and develop best practices for communications within the context of publicly-funded Catholic education* |  |
| ***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 & Safety, etc.* |  |
| ***Board of Directors –*** *chart the future of OCSBOA by participation as a Director* |  |

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:

**Membership Fee 2017-18 (September to August): $195.00 ($172.55 + $22.45 HST)**

**Please make cheque payable to *Ontario Catholic School Business Officials’ Association* and return this form with your fee. You can fax the form to Peter Marchini at 1-519-979-4468.**

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