



May 2018

## Ontario Catholic School Business Officials Association

Association des administrateurs et des administratrices d'affaires des écoles catholiques de l'Ontario  
Provincial Office • 730 Courtney Park Drive West • Mississauga, ON L5W 1L9

# YOUR ASSOCIATION IN ACTION

### President's Message...

Greetings everyone. It seems like the long awaited spring weather has finally arrived. Baseball season is underway, gardens are in bloom with a brilliance of tulips and daffodils, and many associations are holding their meetings as we approach the home stretch towards summer. We will be holding our own Annual Conference in October 2018 and I strongly encourage you to plan to attend.

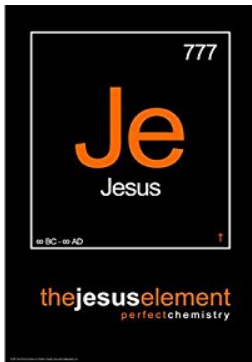
As your President, I was given the opportunity to provide the welcome address the joint OCSTA/OCSBOA Business Seminar at the end of April. The Ontario Catholic School Trustees' Association (OCSTA) is our key partner in supporting Catholic education in the province. I am glad to have their support and that of their President, Patrick Daly.

The keynote speaker at the conference was Bonnie Lysyk, Auditor General of Ontario. Ms. Lysyk presented the results of the findings from their audit of, "School Boards' Management of Financial and Human Resources." The audit was conducted using a sample of four school boards (2 Catholic & 2 Public). Key audit findings are summarized as:

- Sick days for school board employees increased 29% over the last five years, causing the boards financial pressures;
- School boards are missing an opportunity to improve teaching quality through teacher performance appraisals;
- Student achievement results are not a key factor in the allocation of resources;
- Funding for students at risk of academic difficulty not always spent as intended;
- Language grant provided for English-language learners is being spent on other purposes;
- Nearly a quarter of special-needs students are waiting longer than a year to receive psychological assessments;
- Specialist assessment wait times differed significantly based on the school area within the same board; and
- Operational improvements recommended by regional internal audits were not implemented.

These findings may be applicable to each of our respective school boards and as business officials we have a fiduciary duty to ensure that if areas for improvement are identified, they are assessed appropriately addressed. What differentiates us as Catholic boards is not the findings themselves, but rather the actions we take to address them. Our action plans and responses, as with everything we do, must be tempered by the teachings of our faith. This can best be summarized by a poster I saw in one of our schools, depicting the elemental symbol of Je, the Jesus element. This should serve as a reminder to each of us, that Jesus is the fundamental element in all Catholic organizations, and his teachings should guide everything we do. Have a wonderful spring!

G. Kevin Sun, President



### 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
	Emma Moynihan, Toronto
	Jacquie Davison, London
	Siobhan Alexis, Toronto
Executive-Director	Peter Marchini
	<a href="mailto:marchinip@sympatico.ca">marchinip@sympatico.ca</a>

### OCSBOA COMMITTEE REPS

OCSTA	Paul DeCock
OCSSOA	Paul DeCock
ICE	Kevin Sun, Joe O'Hara
Ministry Liaison	Paul DeCock
Human Resources	Joe O'Hara
CEFO	Paul DeCock, Maia Puccetti
Conference	All Board Members
Membership	All Board Members
Business Facilities & Planning	Maia Puccetti
Strategic Communications	Emma Moynihan

The Keel Cottrelle Education Law newsletter is available on the OCSBOA website.

[www.ocsboa.ca](http://www.ocsboa.ca)

**OCSBOA HR PAMPHLET:** If you have not already received your OCSBOA HR Pamphlet, it can be downloaded from the website:

[www.ocsboa.ca](http://www.ocsboa.ca)



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### *New Board Member:*

*As OCSBOA Director Jessica Dalinda goes on maternity leave, we wish her all the best and welcome Emma Moynihan to the Board!*



*Emma is a graduate of the London District Catholic School Board and Western University. She completed a diploma in Public Relations at Western Continuing Studies and has worked for the Canadian Cancer Society, Big Brothers Big Sisters of London and Area, and the Diocese of London, prior to her current role of Communications Officer at the Toronto Catholic District School Board. Emma has two younger sisters, a pet cat named Clove, and zero interest in Toronto sports - but if the weather's warm enough she is always a happy spectator.*

*Emma will be taking on the role of Acting Supervisor at TCDSB in May 2018, as Jessica Dalinda begins her maternity leave.*

### The **OCSBOA WEBSITE:**

WE are well under way with bringing you an updated and revamped OCSBOA website!

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

The new site will be active in June.

Watch for details!

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

Send them in for inclusion in the eNews. We'd love to hear from you!!

Contact: Peter Marchini – [marchinip@sympatico.ca](mailto:marchinip@sympatico.ca)

Kevin Sun - [kevin.sun@dpcdsb.org](mailto:kevin.sun@dpcdsb.org)

### **MARK YOUR CALENDARS FOR.....**

#### **OCSBOA 2018 CONFERENCE**

OCTOBER 3-5, 2018

White Oaks Resort & Spa, Niagara-on-the-Lake  
Register by July 1 and be eligible for a \$250 gift certificate for White Oaks Mall!! The Conference information package will be mailed soon!

### **OCSBOA MEMBERSHIP FORM 2017-18**

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

**Return your Membership Form by July 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!



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### 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:

Christine Clutterbuck, Vice President of Operations for Intelligent Systems Solutions (iSYS Corp)

Most recently, iSYS Corp has been technically steering the challenging implementation of the Employer Life and Health Trusts for over 35 Ontario school boards, and of course, as we all know, change is never easy. So, come on down, kick back and hear Christine talk (*rant*) about why she hates Wednesdays, and the unique perspective (*sobering post-mortem*) she can offer on school boards' painful transition (*Homeric Odyssey*) to create a benefits system for the ages – a.k.a "THE FLIGHT OF THE ELHT" (*yes, espresso will be provided*)!

Karim Kuperhause, People Admin

In this day of depleted HR departments and ever increasing legislative complexities, how do you do more with less? The first step is moving away from manual processes towards embracing automation. What HR processes would you automate, could you automate? Once you have automated those processes, what happens next? The real benefit of automation isn't simply increased efficiencies – it's the gathering of data. In today's world, data is the new currency and we'll discuss how your HR data can help drive change management and ultimately, student outcomes.

Other presenters include: Eric Roher (Borden Ladner Gervais), Sharon Duffy & Mike McPhee (OCSTA), Dan McCowell & John Sabo (OECM), Frank MacDonald (ThinkDox). Descriptors of presentations will be posted as they are received.

Award Recipients to be honoured at the Annual Banquet:

Patrick Daly (Chair of the Hamilton-Wentworth CDSB and Past President, OCSTA) will be presented with the 2018 Honorary Membership Award. Michelle Lamarche (Algonquin & Lakeshore CDSB and former OCSBOA Board member) will be awarded with the 2018 Distinguished Contribution Award.

**See the updated Conference Program for full details!! (included with this eNews).**

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!*



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**CONFERENCE PROGRAM 2018**

**Wednesday, October 3, 2018**

Hotel check in time: 4 p.m.

3:00 – 4:00 p.m.	<b>OCSBOA Committee Meetings</b>	Studio 1, 2 & 3
5:00 p.m.	Early Registration	Lobby
6:30 p.m.	Cocktails (Cash Bar)	Sunhill Dining Rm
7:00 p.m.	<b>B-B-Q</b> – join us for an evening of casual dining and socializing	

**Thursday, October 4, 2018**

7:00 – 8:00 a.m.	Breakfast	Grand Event - C
7:45 a.m.	Registration SPONSOR DISPLAYS	Lobby Grand Event A&B
8:30 a.m.	Opening of Conference - <b>John Crocco, Director of Education, Niagara CDSB</b>	Grand Event A&B
8:45 a.m.	<b>Eucharistic Celebration</b> - <b>Fr. Peter Rowe, Celebrant</b>	Studio 11
9:30 – 9:45 a.m.	Refreshment Break	
9:45 – 10:45 a.m.	Presenter: <b>Karim Kuperhause, People Admin</b>	Grand Event A&B
10:45 – 12:00 p.m.	Presenter: <b>Frank MacDonald, ThinkDox</b>	Grand Event A&B
12:00 – 1:00 p.m.	Lunch	Grand Event C
1:00 – 2:30 p.m.	Keynote Speaker: <b>Bob Koehler</b>	Grand Event A&B
2:30 - 2:45 p.m.	Refreshment Break	
2:45 – 3:30 p.m.	Presenter: <b>Christine Clutterbuck, iSys</b>	Grand Event A&B
3:30 - 4:30 p.m.	Presenters: <b>John Sabo &amp; Dan McCowell, OECM</b>	Grand Event A&B
6:00 p.m.	Social Gathering (cash bar)	Sunhill Dining Room
7:00 p.m.	<b>Annual Banquet</b>	Sunhill Dining Room
9:30 – 10:30 p.m.	<b>President's Reception</b> Entertainment: <b>R U Game</b>  R U Game is a fast paced game show complete with buzzers, lights, sound effects and a lighted score board. The audience is divided into teams and compete against each other in this fun event.	Sunhill Dining Room

**Friday, October 5, 2018**

7:00 – 9:00 a.m.	Breakfast	Grand Event C
8:30 a.m.-9:15 a.m.	<b>Annual General Meeting</b>	Grand Event A&B
9:15 – 10:30 a.m.	Presenter: <b>Eric Roher, Borden Ladner Gervais, LLP</b>	Grand Event A&B
10:30 – 10:45 a.m.	Refreshment Break	
10:45 – 12:00 p.m.	Presenters: <b>Sharon Duffy &amp; Michael McPhee, OCSTA</b>	Grand Event A&B
12:00 p.m.	Lunch & Departure – Boxed Lunch	



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**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**

**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



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**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**

**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

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Mississauga, Ontario L5W 1L9

Email: kevin.sun@dpcdsb.org

or

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## **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](mailto:kevin.sun@dpcdsb.org) or [marchinip@sympatico.ca](mailto: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.



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**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





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**MEMBERSHIP FORM 2017-18**

NEW MEMBER

RENEWAL

**PERSONAL DATA:**

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

**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 and will aim to provide current and relevant topics to members at the conference</i>	
<i>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</i>	
<i>Ministry of Education Liaison – this committee will consult with the Ministry of Education on current business &amp; finance issues and will provide feedback to OCSBOA and its members.</i>	
<i>Business Facilities &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>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</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>Board of Directors – chart the future of OCSBOA by participation as a Director</i>	

**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 \_\_\_\_\_