MENTORING: PAY IT FORWARD...

MENTORAT: PAYEZ AU SUIVANT

OASBO 72nd ANNUAL CONFERENCE | MAY 6th-8th, 2015
BLUE MOUNTAIN CONFERENCE CENTRE, COLLINGWOOD, ON

PROGRAM
OASBO brings together dedicated professionals who are committed to collaborative development, sharing, and promotion of leading business practices in support of our students.

L'OASBO rassemble un regroupement de professionnels engagés au développement collaboratif et à la promotion des pratiques d'affaires avant-gardistes pour l’appui de nos élèves.

We gratefully acknowledge the contributions in support of this conference by the:

Simcoe County District School Board

Simcoe Muskoka Catholic District School Board

Bluewater District School Board
Welcome to the 72nd OASBO Annual Conference and Education Industry Show at beautiful Blue Mountain Resort, Collingwood.

The Annual Conference Planning Committee has developed an exciting and engaging program that builds on the 2014-2015 theme of **Mentoring: Pay It Forward/Mentorat: Payez au Suivant**. The theme was chosen recognizing that many school business professionals will soon retire after many years of dedicated service. This reality creates a compelling need, within individual school boards and within OASBO, for a strategic mentoring program that facilitates an ongoing transfer of knowledge, information and expertise between more experienced staff and newer staff. Mentoring can and should occur at all levels of the organization, regardless of position or rank. Everyone needs a mentor and anyone can be a mentor. Mentoring can occur in different ways, both formal and informal, all of which will be explored at many of the conference presentations, workshop sessions and through a panel discussion.

In addition to the professional speaker presentations and diverse workshop offerings, the conference schedule provides many excellent formal and informal opportunities for networking and sharing of best practices with colleagues from across the province and beyond. We encourage you to take full advantage of these PD opportunities. Find ways to apply them to the important work you do every day. Consider ways to share your experience and lessons learned at the conference with others you work with at your school board.

The Education Industry Show also provides a showcase from our vendors. Please take some time to visit them and their product exhibits.

Many thanks to the Annual Conference Planning Committee for their dedicated work in putting together this ‘must attend’ conference. They, and I, hope you have a fabulous time.

Let the learning begin. And don’t forget to have some fun!

Regards,

Nancy Tallevi
OASBO President
2014-2015
## Program at a Glance
### Village Conference Centre

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<td>1:00 – 2:30 p.m.</td>
<td>Pre-conference luncheon – Directors, Chairs, ACPC</td>
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<td>2:30 - 5:00</td>
<td>Committee meetings</td>
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<td>6:00 – 8:00</td>
<td>Registration – Petun Foyer, 2nd fl.</td>
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<td>7:30 - 11:00</td>
<td>Mixer - MJ Byrnes Irish Pub, Blue Mountain Village</td>
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NOTE: All Thursday and Friday activities will be held in the Village Conference Centre.

PROGRAM

Wednesday, May 6

2:30 – 5:00 p.m.
COMMITTEE MEETINGS

6:00 – 8:00
REGISTRATION - Petun Foyer, 2nd fl.

7:30 – 11:00 p.m.
“MIXER” – MJ Byrnes Irish Pub, Blue Mountain Village

Thursday, May 7

Admittance to meal functions/workshops is by name badge only.

7:30 a.m.–3:00 p.m.
REGISTRATION – Huron Ballroom Foyer, Main Fl.

7:30 – 8:15
BREAKFAST – Huron Ballroom, Main Fl.

8:15 – 9:00
OPENING CEREMONIES - Huron Ballroom
- President’s Welcome
- Singing of “O Canada” – Emma Wright, Meaford Community School, Bruce Grey CDSB
- Service Recognition Awards
- Introduction of Fraternal visitors
- Diploma Program recognition
- Introduction of new Board members

9:00 – 10:00
KEYNOTE – Georgian Bay Ballroom, 3rd fl.
“From Skidrow to CEO, There’s more to you than you can see”
Joe Roberts

10:00 -10:15
Refreshment Break – Georgian Bay Foyer

10:15 – 11:15
PLENARY SESSION– Georgian Bay Ballroom
“Dealing with the Tough Stuff – How to have critical conversations”
Joe Roberts

11:30 a.m.
EXHIBITS OPEN – The Courts, 1st level

11:30 – 12:30
WORKSHOPS A

A.1 Current Legal Issues in Human Resources
Silver Creek II – 3rd fl.
An overview of current legal issues facing human resources officials in education.
Michael Hines, Hicks Morley; Kate Dearden, Borden Ladner Gervais; Claire Vachon, Fasken Martineau
Thursday, May 7

11:30 – 12:30 WORKSHOPS A (continued)

A.2 Advancing a Culture of Privacy
Kolapore I & II – 1st fl.
Training web casts for understanding MFIPPA, password management and cloud computing
Nancy Massie, Assistant Manager, Records Management, York Region DSB;
Russ Coles, Sr. Manager, Computer Applications, York Region DSB

A.3 Ensuring School Bus Safety at Railway Crossing
Kolapore III & IV – 1st fl.
Discussions will focus on how the placement of railway “stop lines” can increase the risk of school bus/train accidents and what measures can be put in place in order to ensure student safety at all railway crossings.
Rob Johnston, Manager, Central Regional Operations, Transportation Safety Board of Canada

A.4 School Facilities Inventory System (SFIS) Modernization
Petun II – 2nd fl.
The project team will inform participants about the status of the project and the results of the external and internal consultation sessions including an outlook of required functionalities. In addition, the project team will provide an overview of the work completed and the next steps as well as the timelines for development, testing, training and deployment. Come see what the future looks like!
Ministry Team

A.5 Have a School Closing? Making it Smooth
Petun III – 2nd fl.
Several board presenters will highlight steps in closing schools as a result of an ARC process. Procedures include what to do with facilities, equipment, residual budgets, school generated funds and more.
Carrie Salemi, Manager, School Support/Compliance, Hamilton Wentworth DSB;
Ian Gaudet, Controller of Facility Services, Waterloo Region DSB

A.6 How You Can Implement a Leadership Development Program for Support Staff
Silver Creek I – 3rd fl.
The Dufferin-Peel Catholic DSB has successfully implemented a leadership training program for support staff on the corporate side of the organization. The program mirrors the leadership program on the instructional side and is designed on the Ontario Leadership Framework. Learn about how this 8 module program for Managers, Supervisors, Secretaries, Custodians and Maintenance staff was established and how you can develop such a program at your board.
Nick Milanetti, Superintendent HR; Julie Cherepacha, Superintendent, Financial Services, Clara Pitoscia, Superintendent, Employee Relations, Dufferin Peel Catholic DSB
Thursday, May 7

11:30 – 12:30  WORKSHOPS A (continued)

**A.7 Paying it Forward Pays Back for Business Leaders- Why Mentoring is Important**  
Petun I – 2nd fl.
What makes a leader effective? Sound decision-making, knowing how to manage people, taking charge and inspiring others to achieve goals are a few qualities. But helping others develop their full potential is an integral part of leadership. Helping others has a positive effect on the well-being of those who give back.  
Hilda Pierorazio, Leadership Development Coordinator, Peel DSB

**A.8 Developing a Standardized School Design Manual**  
Petun IV – 2nd fl.
This session will outline the steps the Hamilton Wentworth DSB undertook to develop their elementary, secondary and outdoor space design manual including meeting with students, educators, capital and maintenance teams, trustees, exec. council. The manual is intended to standardize all instructional and non-instructional spaces and the relationship between the spaces.  
Daniel Del Bianco, Sr. Facilities Officer, Hamilton Wentworth DSB

“NEW”  **A.9 Aging Brains and Aging Workplaces**  
Reflections Room – Main fl.
What neuroscience tells us about the 50-somethings and 60-somethings both at work and in retirement.  
Dr. Brynn Winegard, PhD - Marketing & Organizational Development; BSc Psychology

**NEW**

12:30 -1:45 p.m.  LUNCHEON BUFFET - The Courts, 1st level (exhibit area)

1:45 – 2:45 p.m.  WORKSHOPS B

**B.1 – Community Use of Schools Best Practices Guide – Mentorship at its Finest!**  
Silver Creek I – 3rd fl.
As we celebrate the 10th anniversary of the Community Use of Schools (CUS), it is clear that the involvement and support of community, schools and the school board are key to the program’s success. Through a TPA with the Ministry, the CUS committee engaged the services of a research team to produce a manual of best practices throughout the province. This workshop will delve into the research and highlight how this guide can be utilized to foster those important relationships and enhance the value of the CUS program in the community.  
Diane Dyson, Director, Research & Public Policy and Cassie Bell, WoodGreen Community Services
Thursday, May 7

1:45 – 2:45 p.m.  WORKSHOPS B  (continued)

B.2 Freedom of Information – Practical Guide to School Board Officials
Silver Creek II – 3rd fl
This workshop is not only for FOI/Privacy Officers. Every school board official should understand the implications of a request for documents under MFIPPA. Questions to be addressed include: Can members of the public request your email, notes, calendar? What exemptions apply? What can a requester do with a disclosed email? How does litigation strategy influence the making of a request for documents?
Sheila MacKinnon, Partner, Shibley Righton LLP

B.3 The Changing Face of Technology Purchasing
Kolapore III & IV – 1st fl
In this workshop, the facilitator will discuss the following with workshop participants: technology advancements and changing options for the purchase of technology; capital acquisitions still happen in the form on one-time hardware and software licensing; TCO modeling is the right way to view the costs of purchases, not capex alone; when to purchase technology warranties and when to self-insure; is leasing a viable option for some technology acquisitions? How does technology impact the Ontario BPS procurement directive? What has to change? This is an interactive workshop session and discussion between and among participants is strongly encouraged.
David Yackness, Director, CIO Advisory team, Info-Tech Research Group

B.4 Using Data & Analytics
Petun I – 2nd fl.
The goal of analyzing data is to uncover information. This discussion will provide a basic understanding of key topics and terminology while explaining how data and analytics can be incorporated to make reviewing large volumes of data of unusual patterns more efficient. This session will address identifying unusual transactions, control-based testing, risk-based analytics, operational improvements and potentially fraudulent transactions.
Anna Maria Cicirello, Sr. Manager, KPMG

B.5 Emergency Preparedness: Moving From Chaos to Control to Calm
Reflections Room – Ground fl.
Regardless of what type of emergency your school board may encounter, one constant will always remain – the need to act. If you do it right, you can quickly move from chaos to control to calm. The workshop addresses the essential components of emergency preparedness including how to incorporate Ontario’s Incident Management System into your plans. Participants will gain insight into steps they can take to ensure their board is truly prepared.
Donna Gingera, Principal, and Aaron Masson, Hour-Zero School Emergency Program
**Thursday, May 7**

**1:45 – 2:45 p.m. WORKSHOPS B (continued)**

**B.6 eProcurement – the Ontario Tenders Portal**

*Kolapore I & II, 1st fl.*

The Ontario Tenders Portal (OTP) is the online bidding portal for procurement competitions within the government of Ontario and Broader Public Sector (BPS) Entities. OTP is free for BPS Entities to use. It simplifies the RFx process, reduces cycle times & provides ease of use by utilizing advanced tools based on BravoSolutions eTendering platform. OTP allows vendors the benefit of viewing & downloading opportunities of interest without cost. Payment is only required when a vendor is ready to respond to an open event.

Alida Meghji, Manager, Public Sector Transformation Team, Deloitte; Dan Warn, VP, Public Sector, BravoSolutions

**B.7 The Effects of Emotional Intelligence on High Performance Leadership**

*Petun III, 2nd fl.*

In today’s world, the ability to gain trust and strengthen relationships is the catalyst to success and high performance. Understanding your emotions, their effect on others, and your ability to regulate them, will determine your ability to influence people and inspire them to achieve at higher levels and to create a high performance culture.

Walter Berlin, Managing Partner, Peak Performance Systems

**B.8 Shared Service/Back Office Opportunities**

*Petun II, 2nd fl.*

The Ministry will provide an overview and lead a discussion on exploring shared service/back-office opportunities in collaboration with the school boards.

Cheri Hayward & Team, School Business Support Branch, Ministry of Education

**B.9 An Introduction to the 2015 Pupil Accommodation Review Guidelines**

*Petun IV, 2nd fl.*

An introduction to the new Pupil Accommodation Review Guidelines, explanation for why the guidelines changed, key changes to time lines, process and consultation.

Grant Osborn, Director, Capital Policy & Programs Br., Ministry of Education, Lewis Morgulis, Manager of Planning, Admissions, Durham Catholic DSB, Daniel Del Bianco, Sr. Facilities Officer, Hamilton Wentworth DSB

**2:45 – 3:00 p.m. Refreshment Break - Fireside Foyer**
Thursday, May 7

3:00 – 4:00 p.m. WORKSHOPS C

C.1 Facility Cost Recovery Model
Kolapore I & II, 1st fl.
The Facility Cost Recovery and Pricing Model has been used by a number of district school boards to set evidence-based pricing for its community use of space. This workshop builds on that experience and discusses the use of the model as a tool for predicting impact on space and expenses.
Charlyn Downie, CUS Coordinator, Limestone DSB; Brandt Zatterberg, CUS Outreach Coordinator, Algonquin & Lakeshore Catholic DSB

C.2 ICT Shared Services, Ontario School Boards Working for a Common Goal
Reflections Rm. Ground fl.
A 3-year pilot project funded through COSBO and the E & E Committee involving ECNO/OASBO and 10 school districts to trial a shared technical services model involving the streaming of software and remote access to software using cloud based infrastructure (IAAS).
John Shanks, former CIO, Upper Grand DSB

C.3 Responding to Fraud
Petun IV – 2nd fl.
This session will address fraud risks in a school board environment and how to identify some key red flags. We will explore preventative and detective measures that can be taken. Lastly, we will discuss best practices for responding to fraud and conducting internal reviews and investigations.
Anna Maria Cicirello, Sr. Manager, KPMG

C.4 Bill 10, The Child Care Modernization Act, 2014
Silver Creek II, 3rd fl.
Bill 10 which received Royal Assent in December 2014 will significantly impact school board responsibilities and operations such as provision of child care programs on school days for children ages 4-12 years. It will also enable the province to regulate occupancy fees charged by school boards to third party programs and licensed child care operators. The new legislation (Child Care & Early Years Act) will allow the authority to permit the assignment of Ontario Education Numbers (OEN’s) by licensed child care programs. This session provides an overview of the new legislation and the development of a proposed framework for implementation.
Shannon Fuller, Director, Early Years Policy & Program Branch, Ministry of Education
3:00 – 4:00 p.m. WORKSHOPS C (continued)

C.5 Community Hubs – How Current Experiences Can Guide Future Directions
Petun III, 2nd fl.
A facilitated Panel Discussion with representation from planning, legal, community use and operations, highlighting experiences of Boards across the province in accommodating hub-type uses.
Diane Dyson, Director, Research & Public Policy, WoodGreen; Erin Schwarz, Corporate Risk Officer, Simcoe County DSB; John Bigelow, Sr. Manager, Facility Services, Waterloo CDSB; Ellen Warling, Manager, Planning/Accommodation, Hamilton Wentworth DSB; Mark Giavedoni, Barrister & Solicitor, ESB Lawyers LLP; Andrew Seagram, Coordinator, CUS, Upper Grand DSB

C.6 Evidence Beats Opinion –Bringing the Data Advantage to Corporate Leadership in Education
Silver Creek I, 3rd fl.
Many of the world’s largest companies don’t gamble on leadership development and selection. They believe that evidence beats opinion every time. While profit and other factors are the metrics for success in business, the success and safety of our students are the standards that define success in public education. Any employee in a school district who makes a decision is a leader, regardless of academic or corporate function. It is for this reason that having the right person in the right role is crucial. The presenter will share his thoughts on the advantage that data tools can bring to the challenges of corporate leadership development in education, and will propose a framework for integration of these tools in a board leadership strategy.
Mitch LePage, Managing Principal, Predictive Success Corporation

C.7 How to Save 5% of your Budget and Improve Performance
Petun II, 2nd fl.
A proven, practical system and framework for managing and improving district efficiency and effectiveness will be reviewed. The system was developed and implemented in a 40,000 student district enable leaders and staff to realize a $17m in savings in 3 years. Since then the framework has developed into a web-based system and used by 100 districts in the U.S. This workshop will present leadership principles, a simple system and the type of data, measures and benchmarks that leaders can use to identify and realize savings and improvements. Attendees will learn practical tools and strategies that they can use to start the process of finding cost savings and efficiency in district operations. The necessity of developing the appropriate skills, attitudes and capabilities in leadership, supervisors and staff will be emphasized.
Steven Pereus, Enlit, LLC, Toledo, Ohio
Thursday, May 7

3:00 – 4:00 p.m. WORKSHOPS C (continued)

C.8 Be Pension Savvy– Understanding your OMERS Pension Plan
Petun I, 2nd fl.
OMERS wants to ensure its members understand their pension. This insightful presentation will provide the latest information from your pension provider, review how the fund is performing and will review how the benefits work for you. Come to ask questions about OMERS or about how it can best serve you.
Dev Tandon, Education & Training Specialist and Jason Pope, Manager, Stakeholder Relations, OMERS

C.9 Capital Update
Kolapore III & IV, 1st fl.
Staff from the Ministry of Education’s Capital Policy and Programs Branch will provide an update on various topics of interest to school boards including the 2015 Capital Priorities funding program, School Consolidation Capital funding, Capital Planning Capacity funding, and other capital funding announcements from the 2015-16 Grants for Student Needs.
Grant Osborn and CPPB staff, Ministry of Education

4:00 – 5:00 WINE & CHEESE RECEPTION – The Courts (exhibit hall)

4:45 – 5:15 PRIZE DRAWS & EXHIBITOR OF DISTINCTION AWARD
The Courts (exhibit hall)

6:00 EXHIBITS CLOSE

7:00 – 7:30 RECEPTION - Cash Bar - Huron Ballroom Foyer
Musical performance by CCI B Jazz Band, Simcoe County DSB

7:30 – 9:30 ANNUAL BANQUET – Huron Ballroom, Main fl.
Master of Ceremonies: OASBO President – Nancy Tallevi
- President’s Welcome
- McCordic Award presentation
- Grace & Toast
- DINNER
- Recognition of Directors, Chairs & Past Presidents
- Introduction of: Special Guests
- Appreciation to sponsors
- President’s address
- Transfer of gavel
- Acceptance and Remarks
- Presentation of President’s plaque
Thursday, May 7

9:30 – midnight  
“Casino Night” – Petun I–IV, 2nd fl. Mezzanine  
Sponsored by: SRB Education Solutions & Lexmark

Friday, May 8  - Village Conference Centre

8:00 – 9:00 a.m.  BREAKFAST – Huron Ballroom, Main fl.

9:00 – 9:30  ANNUAL GENERAL MEETING – Huron Ballroom, Main fl.
AGENDA
● Approval of Minutes of 2014 Business Session
● Report of the President
● Review of 2014 Financial Statements & Auditor’s Report
● Approval of 2015-16 Proposed Budget
● Report of Executive Director
● Report of Nominating Committee
● Report of By-laws Committee
● Reports of Standing Committees
● Location/Date of 2016 Annual Conference  
May 11-13, Caesar’s Convention Centre, Windsor
● Other Business
● Adjournment

9:30 – 10:00 a.m.  MINISTRY UPDATE - Huron Ballroom, Main fl.

10:00 – 11:00  PANEL PRESENTATION – Huron Ballroom, Main fl.
“Developing and Fostering Mentoring at School Boards”

• Lewis Morgulis, Manager Planning & Admissions,  
  Durham Catholic DSB, Moderator
• Nancy Tallevi, President, OASBO
• Bruce Drewett, Director, Leadership Development & School Board Governance Branch, Ministry of Education
• Corrie Gicante, Coordinator, Mentoring/Coaching Program,  
  Ontario Catholic Supervisory Officers’ Association (OCSOA)
• Brian Jeffs, Superintendent of Business, Simcoe County DSB, Council of Senior Business Officials (COSBO)

“The Mentoring Mindset”  
Paul Bridle, Leadership Methodologist

12:15 p.m.  Prize Draws – YOU MUST BE PRESENT TO WIN!

12:30 p.m.  ADJOURNMENT - Pick up boxed lunches

Thank you for your attendance.  
See you in Windsor  
May 11 – 13, 2016
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If we missed any vendor that donated a prize and not acknowledged here, please accept our sincere thanks.
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