

## Committee of the Whole Board Meeting

A public meeting of the Committee of the Whole was held on Monday, October 17, 2011 at the Waterloo Region Catholic Education Centre.

### **Trustees Present:**

Joyce Anderson; Wayne Buchholtz; Manuel da Silva (Chair); Fr. Robert Héту; Janek Jagiellowicz; \*Anthony Piscitelli; Wendy Price; Peter Reitmeier; \*Greg Reitzel  
\*arrived at 6:03 p.m.

### **Student Trustees Present:**

Marcus Cardoso

### **Administrative Officials Present:**

Roger Lawler; Gerry Clifford; Maria Ivankovic; Shesh Maharaj; Paul Tratnyek

### **Special Resources For The Meeting:**

Fr. Fred Scinto, CR; John Shewchuk; Jeff Admans

### **Regrets:**

Rick Boisvert; Colin Whaley

### **Recorder:**

Barb Pilsner, Executive Administrative Assistant

NOTE ON VOTING: Under Board by-law 5.7 all Board decisions made by consensus are deemed the equivalent of a unanimous vote. A consensus decision is therefore deemed to be a vote of 9-0. Under Board by-law 5.11 every Trustee "shall vote on all questions on which the Trustee is entitled to vote" and abstentions are not permitted.

### **1. Call to Order:**

The Chair of the Board called the meeting to order at 6:00 p.m.

#### **1.1 Opening Prayer & Memorials**

The opening prayer was led by M. da Silva of the Pastoral Care team. Intentions were offered for the student at St. Mary's recovering from her injuries, a family friend of M. da Silva who passed away and for an elementary student who passed away – please keep them and their families in your prayers.

A.Piscitelli arrived 6:03 p.m.

G. Reitzel arrived 6:03 p.m.

#### **1.2 Approval of Agenda**

Move item 10.2.1 Roundabout Update to 4.3; move item 7.4 RPF Process for CEO Succession Planning to 7.0; add item 10.2.2 Budget Efficiencies

**2011-153** -- It was *moved* by **W. Buchholtz** and *seconded* by **W. Price**:

*THAT the agenda for October 17, 2011 as amended be now approved. --- Carried by consensus.*

#### **1.3 Declaration of Pecuniary Interest**

1.3.1 From the current meeting – A. Piscitelli declared a conflict of interest with item 4.3 Roundabout Update as he is an employee of the Region of Waterloo.

1.3.2 From a previous public or in-camera meeting – NIL

2. Consent Agenda: Director of Education (e.g. operational matters from the Ministry of Education that the board is required to do; update on the system)

### 3. Consent Agenda: Board of Trustees (Minutes of meetings)

#### **3.0 Approval of Minutes of Regular and Special Meetings**

##### 3.0.1 Minutes of Meeting of September 19, 2011

**2011-154** -- It was *moved* by **G. Reitzel** and *seconded* by **Fr. R. Héту:**

*THAT the Consent Agenda Board of Trustees and the recommendations contained therein be now approved. ---  
Carried by consensus*

### 4. Delegations

#### **4.0 Ride to Conquer Cancer – WCDSB Team**

P. Tratnyek introduced Rob Holowack, Specialist High Skills Major/Tech consultant. He, Darcy Davis and Peggie Nicolson were members of the Ride to Conquer Cancer team at the Board office last June. During the ride they found other teachers from our system were also on teams. This year they brought forward a proposal to the director and associate director, who were very supportive, entitled "Giving Back" and there are now seventeen riders from our board with representation from elementary and secondary.

#### **4.1 Specialist High Skills Major**

As part of student achievement R Holowack spoke about the Specialist High Skills Major program started by the Ministry of Education about five years ago in an effort to engage students and reduce dropout rates. Many students are undecided about their future/ education when they graduate. The program helps students focus on their education, the future and have a better understanding of why they are in high school. There are thirteen Specialist High Skills majors for students to participate in providing them with additional learning opportunities and real life experiences. Currently one in three grade 11 and 12 students are in the program. Three universities recognize SHSM with bursaries.

The Chair thanked R. Holowack for his presentations.

#### **4.2 Roundabout Update**

J. Shewchuk provided background on the work with the Region about roundabouts. With the opening of the roundabout at Homer Watson and Blockline Road at the beginning of the school year St. Mary's High School staff worked with regional staff to ensure students followed proper crossing protocols and the Board issued a news release. On September 7, WCDSB alerted the Region of Waterloo and Waterloo Regional Police Services of St. Mary's High School staff concerns about student safety centred on vehicle speed and motorists failing to yield to pedestrians. These concerns were addressed immediately by the WRPS increasing traffic enforcement at the site and the Region improving signage and posting an "advisory speed" of 30 km/h.

When one of our students was hit crossing Blockline road on Oct 7 we requested a meeting with the Region of Waterloo. In the immediate short term there will be regional staff present between 8:30 and 9:15 a.m. and 2:45 and 3:30 p.m. to assist students to cross until the Region can employ crossing guards. Crossing guards will remain until long term solutions can be implemented (expected by the end of December 2011). The Homer Watson approach to the roundabout where the majority of students cross will be reduced from three to two lanes. They will also undertake a speed study to see if the approach speed on Homer Watson should be reduced from the current 70km In the long term crossing guards will remain in place until the Region can install suspended 'yield to pedestrian' signs at the roundabout entrance. The Region is continuing plans to construct a roundabout at the intersection of Franklin Boulevard and Saginaw Parkway.

P Reitmeier asked that a Notice of Motion to be brought forward to the Oct 24<sup>th</sup> Board of Trustees meeting.

*THAT the Committee of the Whole Board recommends to the Board of Trustees that the Chair of the Board immediately write to the Chair of the Regional Municipality of Waterloo asking that, given the Waterloo Catholic District School Board's serious concerns about the safety of WCDSB students, the Region of Waterloo abandon plans to install a traffic roundabout at the intersection of Franklin Blvd. and Saginaw Pkwy. in Cambridge and that the Regional Municipality of Waterloo maintains that intersection as a signalized intersection.*

### 5. Ownership Linkage (Communication with the External Environment related to Board's Annual Agenda: ownership communication)

## 6. Reports From Board Committees/Task Forces

## 7. Board Education (at the request of the Board)

### **7.0 RFP Process for CEO Succession Planning**

J. Admans outlined the steps to the RFP (request for proposal) process. J. Anderson, M. da Silva, W. Price and P. Reitmeier have agreed to work as a team and meet with J. Admans to develop a profile for choosing a consultant

### **7.1 Discussion on Board Operating By-law**

Trustees discussed questions submitted regarding by-law review.

**2.4.2 Nominations for offices of Chair/Vice-Chair** – The Chair conducted a vote following discussion. No consensus. Majority of trustees agreed no action will be taken.

**3.4 Committee of the Whole Board** – Trustees in agreement to refer to Governance re: discussion on adding to the by-laws that all committees follow the board by-law. They do not make decisions; they make recommendations to the board.

**3.5 Board seating** – No consensus. Majority of trustees agreed no action will be taken.

**3.8.2. and 3.8.3** – Trustees in agreement to refer it to Governance to add word “special” before Committee of the Whole

**3.1.3 Agenda for Regular Meetings** – Trustees in agreement to refer to Governance re: question period, business arising and policy review.

**3.21 Delivery of Agenda for Board Meeting** – Trustees in agreement to have all board meetings and committee/task force agendas and approved minutes posted on the website.

**6.1 Board May Establish Committees** – Trustees in agreement to refer to Governance re: include term “Task Force”

**9.4 Minutes of Meetings** – Trustees were advised the Chair and Secretary sign all approved official minutes of Board of Trustee and Committee of the Whole meetings.

**8.1 Vacancy Filled by Appointment** – Trustees in agreement no action taken

**9.3 Signing Authorities** – Trustees in agreement to refer to Governance

**10.1 to 10.1.3 and 3.17** – Trustees in agreement to refer to Governance.

**Monitor compliance with the by-law** – refer to Governance to add to the monitoring schedule.

### **7.2 Consultation in Schools - Linkages**

Trustees discussed visits to schools and dialogue with school councils. W. Buchholtz, J. Jagiellowicz, P. Reitmeier, and M. Cardoso to sit on task force and bring back the mandate to the next Committee of the Whole.

**2011-155** -- It was *moved* by **W. Buchholtz** and *seconded* by **J. Jagiellowicz**:

*THAT the meeting be extended to 9:10 p.m. and defer item 7.3 to the next meeting. --- Carried by consensus*

**The meeting was extended at 8:52 p.m.**

**7.3 Draft Board Calendar (How do we schedule Ends monitoring?)** – deferred to next meeting

**7.4 RFP Process for CEO Succession Planning** – moved to 7.0

## 8. Policy Discussion (Based on Annual Plan of Board work)

## 9. Assurance of Successful Board Performance

10. Assurance of Successful Director of Education Performance

**10.1 Monitoring Reports & Vote on Compliance**

**10.2 Advice from the CEO**

**10.2.1 Letter to Minister of Education re: Transportation**

S. Maharaj provided highlights on the RFP for student transportation.

Fr. R. Héту asked that a Notice of Motion be brought to the October 24<sup>th</sup> Board of Trustee agenda:

*THAT the Board of Trustees recommends the letter to the Minister of Education regarding transportation be taken to OCSTA.*

**10.2.2 Round About Update** – moved to item 4.3

**10.2.2 Budget Efficiencies**

A. Piscitelli asked that a Notice of Motion be brought to the October 24<sup>th</sup> Board of Trustees meeting:

*THAT the Committee of the Whole Board recommends staff present the efficiencies, for the school year 2011-12 budget as directed by a motion in June 2011, in the context of the Revised Estimates to the Board of Trustees on November 21, 2011 at the Committee of the Whole meeting.*

11. Potential Agenda Items

12. Announcements

**12.1 The following reports are posted on the Board web page: [www.wcdsb.ca](http://www.wcdsb.ca)**

- a) Minutes of SEAC Meetings
- b) Minutes of Parent Involvement Committee Meetings

**12.2 Upcoming Meetings/Events (all scheduled for the Catholic education Centre unless otherwise indicated):**

13. Items for the Next Meeting Agenda

14. Adjournment – Confirm decisions made tonight. Closing Prayer

The Recording Secretary confirmed the meeting decisions.

15. Motion to Adjourn

**2011-156** -- It was *moved* by **W. Buchholtz** and *seconded* by **Fr. R. Héту**:  
*THAT the meeting be now adjourned.*

The meeting was adjourned by consensus at 9:05p.m.

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Chair of the Board

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Secretary