

Board of Trustees' Board Meeting

A public meeting of the Board of Trustees was held on Monday, October 26, 2009 at the Waterloo Region Catholic Education Centre.

Trustees Present:

Denise Blum; Wayne Buchholtz; Manuel da Silva; Louise Ervin; Fr. Robert Héту; Judy Nairn; Greg Reitzel; Marion Thomson Howell (Chair)

Student Trustees Present:

Nicole Bigelow; Thomas Slabon

Administrative Officials Present:

Roger Lawler; Gerry Clifford; Heather Cullen; Manny Figueiredo; Shesh Maharaj; Bruce Rodrigues; Paul Tratnyek

Special Resources For The Meeting:

Regrets:

Rick Boisvert; Joseph Gowing

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 5:57p.m.

1.1 -- Opening Prayer & Memorials

The opening prayer was led by T. Slabon, Pastoral Care team. Intentions were offered for: M. da Silva's cousins.

1.2 Approval of Agenda

Move item 3.1.1 Minutes of Meeting of September 28/09 from Consent Agenda: Board of Trustees to item 7.2 and add item 3.1.3 Minutes of September 8/09 In-camera meeting;

2009-129 -- It was moved by M. da Silva and seconded by Fr. R. Héту:

THAT the agenda for October 26, 2009 as amended be now approved. -- Carried by consensus.

1.3 Declaration of Pecuniary Interest

1.3.1 From the current meeting – NIL

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

2. *Consent Agenda: Director of Education*

3. *Consent Agenda: Board of Trustees*

3.1 Approval of Minutes of Regular and Special Meetings

3.1.1 Items for Action from Previous Meeting

3.1.2 Staff Report for period

3.1.3 Minutes of In-camera meeting of September 8/09

2009-130 -- It was *moved* by **D. Blum** and *seconded* by **G. Reitzel**:

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

Carried by consensus

4. *Delegations/Presentations*

4.1 St. Louis Adult Education Program

M. Thomson Howell welcomed Paul Cox, principal of St. Louis Adult Learning Centre. He introduced two graduate students to speak about their educational experience as a student at the Adult Learning Centre.

One of the adults had been in the workforce for 35 – 40 years at a company that recently closed. Through Employment Insurance she attended St. Louis on a part time basis to upgrade her education and will be receiving her diploma in November. She enjoyed the experience and would do it again. She is currently attending Conestoga College.

The other student left Iran 4 ½ years ago and was a refugee in Turkey. He came to Canada in 2007 on a government sponsorship, attended ESL classes and then took other credits to receive his diploma. He said the teachers and principal were a tremendous help to him. He is also attending Conestoga College.

The trustees were told there are thousands of adult students with their own success stories who have shared their positive experiences with others. St. Louis offers flexibility with five terms which are longer in length to allow students to get credits in a shorter time period. Teachers are skilled at the adult learning model.

5. *Ownership Linkage*

5.1 Storm Water Management

Trustees discussed their plan to address the proposed Storm Water Management utility.

2009-131 -- It was *moved* by **W. Buchholtz** and *seconded* by **M. da Silva**:

THAT the Chair of the Board approach the Chair of the Waterloo Region District School Board to discuss a joint response to the proposed storm water management utility proposals of the City of Kitchener and the City of Waterloo and that a political action strategy be developed that includes discussion with the mayors and councilors, communication with the Ministry of Education, OCSTA, OPSBA, coterminous French Boards and that the Board be appraised of the results of those strategies. All further activities will be brought back to the Board for decision. --

Carried by consensus.

6. *Reports From Board Committees/Task Forces*

6.1 Governance Committee Meeting of October 7, 2009

J. Nairn said there is no further report.

6.2 Audit Committee

6.3 Vision of Inclusion Meeting of October 5, 2009

Fr. R. Héту advised there is nothing further to be discussed.

6.4 Consultation Meeting of October 5, 2009

W. Buchholtz reported there is nothing to discuss at this point.

6.5 Awards

6.6 Pastoral Care

6.7 Trustee Budget – Update

6.8 Parent Involvement Committee Report

Trustees received a report from the Parent Involvement Committee (PIC) containing a series of recommendations

focused on improving and supporting parent involvement and engagement in their child's education. L. Ervin advised of the need to fill vacancies on the committee. PIC will cover costs for additional schools to attend the Engaging Parents Workshop.

6.9 Student Trustee Report

N. Bigelow attended the Diocesan mass hosted by the Bruce-Grey Catholic District School Board to carry the banner for the Board. She had an opportunity to network with student trustees attending from other boards.

The student trustees chaired the student council meeting held at St. Mary's to discuss the board wide initiatives. Student councils agreed to have a film festival in May held at St. Mary's school. For our charity all schools will be involved with Toonies for Tuition. Student councils were very excited to be involved in both initiatives.

Student trustees will introduce themselves by placing an article in secondary school newsletters.

The student trustees will meet with P. Tratnyek to discuss security concerns that have been identified with Facebook.

7. Board Education

7.1 Admission Administrative Procedures Memorandum

R. Lawler provided clarification on admission of students. Admission procedures are outlined in APA001 Admission of Students and Fees in Lieu of Taxes/Funding.

7.2 Minutes of Meeting of September 28, 2009

Motion 2009-121 will be amended by changing the wording to read: *THAT the Board of Trustees agree the decision regarding Policy IV 004 Treatment of Staff Action Plan be deferred until after the October 27th workshop with Sue Stratton.*

2009-132 -- It was *moved* by **W. Buchholtz** and *seconded* by **G. Reitzel**:

THAT the Minutes of September 28, 2009 Board of Trustee meeting be accepted as amended. -- Carried by consensus.

8. Policy Discussion

8.1 Board Policy II 003 Board Job Description - Discussion

Trustees discussed their responses to the policy and whether action is necessary to be in full compliance next year. Some responses indicated a need for a linkages plan. J. Nairn and J. Gowing working on linkage and advocacy. Trustees were comfortable moving forward.

8.2 Discussion on Pending Items List

Trustees discussed pending issues. The following changes will be made:

- 11.3.1 Board Leadership due January 2010
- 11.3.2 Board Policy IV 008 change date to November 2009
- 11.3.3 Board Policy II 006 removed
- 11.3.4 Procurement Policies change date to November 2009
- 11.3.5 SEAC and statement on inclusion change date to February/March
- 11.3.6 Board Policy IV 009 #1, 2, 7 removed
- 11.3.7 Continuing Education Oct/Nov 2009
- 11.3.8 Declining Enrolment Report change date to June 2010
- 11.3.9 St. John Building May 2010
- 11.3.10 Monsignor Gleason date to be determined

8.3 Board Policy IV 010 Facilities/Accommodations

An amendment to the policy was brought forward from discussion at Committee of the Whole in October.

2009-133 -- It was *moved* by **W. Buchholtz** and *seconded* by **J. Nairn**:

THAT Board Policy IV 010, Facilities/Accommodations, be amended as follows:

1. *Allow material changes to facilities, boundary changes, or the closure of existing facilities to occur without established procedures that includes the board appointing two trustees as non-voting members of the Accommodation Review Committees. -- Carried by consensus.*

9. Assurance of Successful Director of Education Performance

9.1 – Monitoring Reports & Votes on Compliance

9.1.1 Board Policy IV 003 Treatment of Students

Trustees received the report on Policy IV 003 and discussed the responses.

2009-134 -- It was *moved* by **G. Reitzel** and *seconded* by **J. Nairn**:

*THAT the Board of Trustees agree that the decision regarding approval of the monitoring report on Treatment of Students (Policy IV 003) be deferred until after the October 27th meeting with Sue Stratton --- **Carried by consensus***

9.1.2 Board Policy IV 010 Facilities/Accommodations Broad Policy Provision Areas (a) and (c)

Trustees received the report on Policy IV 010 which provided further information and results of the survey completed by principals.

9.2 – Challenges to Monitoring

NIL

9.3 – Advice from the CEO

NIL

9.4 – New Operational Worries

NIL

10. Board Self-Assessment Against Board Means Policies

11. Announcements

11.1 – Reports Posted on Web Site

The following reports are posted on the Board web page: www.wcdsb.ca

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

11.2 – Upcoming Meetings/Events: (all scheduled for the Catholic Education Centre unless otherwise indicated):

- 11.2.1 Oct 27 Governance work with Sue Stratton
- 11.2.2 Oct 30 St Benedict Graduation
- 11.2.3 Nov 1 Our Lady of Fatima 50th Anniversary
- 11.2.4 Nov 2 Audit Committee
- 11.2.5 Nov 4 SEAC
- 11.2.6 Nov 4 Governance Committee
- 11.2.7 Nov 4 Pastoral Care Team Committee
- 11.2.8 Nov 9 Special Board Meeting: 2008-09 Financials
- 11.2.9 Nov 9 Committees (Consultation/Inclusion)
- 11.2.10 Nov 13 St. Louis Graduation - Kitchener
- 11.2.11 Nov 16 Declining Enrolment Discussion
- 11.2.12 Nov 18 PIC
- 11.2.13 Nov 19 St. Louis Graduation - Cambridge
- 11.2.14 Nov 23 Committee of the Whole
- 11.2.15 Nov 30 Regular Board Meeting

11.3 – Pending Items:

- 11.3.1 Board Leadership
- 11.3.2 Board Policy IV 008 – definition of “current budget”
- 11.3.3 Procurement Policies related to Social Justice issues

- 11.3.4 SEAC and statement on inclusion
- 11.3.5 Continuing Education
- 11.3.6 Declining Enrolment Report
- 11.3.7 St. John Building Condition
- 11.3.8 Monsignor Gleason – surplus to board need

12. Items For Next Meeting Agenda

- 12.1 Board Policy II 004 Advocacy and Advertising
- 12.2 Board Policy IV 006 Employee Compensation
- 12.3 Board Policy IV 008 Financial Condition & Activities

13. Adjournment – confirm decisions made tonight

The Recording Secretary confirmed the meeting decisions.

14. Motion to Adjourn

2009-135 -- It was *moved* by **Fr. R. Héту** and *seconded* by **D. Blum**:
THAT the meeting be now adjourned.

The meeting was adjourned by consensus at 8:50 p.m.

Chair of the Board

Secretary