

## Board of Trustees' Board Meeting

A public meeting of the Board of Trustees was held on Monday, June 28, 2010 at the Waterloo Region Catholic Education Centre.

### Trustees Present:

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

### Student Trustees Present:

\*Nicole Bigelow; Thomas Slabon

\*arrived at 6:50 p.m.

### Administrative Officials Present:

Roger Lawler; Rick Boisvert; Gerry Clifford; Manny Figueiredo; Shesh Maharaj; Bruce Rodrigues; Paul Tratnyek

### Special Resources For The Meeting:

### Regrets:

### 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 D. Blum, Pastoral Care team. Intentions were offered for: Greg McNally; the daughter of L. Ervin's friend; the two soldiers who were killed; M. da Silva's family; Nick Betik whose wife passed away; all our graduating students; for friends and family getting married this summer; for staff, principals, vice-principals and clergy who are being transferred – to keep them in our prayers.

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

Add items 4.1 Special presentations and 10.2.1 Naming the New School

**2010-110 -- It was moved by W. Buchholtz and seconded by M. da Silva:**

*THAT the agenda for June 28, 2010 as amended be now approved. -- Carried by consensus.*

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

- 1.3.1 From the current meeting – W. Buchholtz and L. Ervin declared an indirect pecuniary interest with "Motions 2 and 3" of the 2010-2011 School Year Budget; J. Nairn declared a direct conflict of interest with "Motion 1" of the 2010-2011 School Year Budget; and M. Thomson Howell declared an indirect pecuniary interest with Motion #3 of the 2010-2011 School Year Budget. All declarations were made under Section 3 of the *Municipal Conflict of Interest Act*.
- 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)

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

- 3.1.1 Minutes of Meeting of May 31, 2010
- 3.1.2 Minutes of Meeting of June 16, 2010
- 3.1.3 Items for Action from Previous Meeting
- 3.1.4 Staff Report of June 28, 2010
- 3.1.5 Board Policy IV 009
- 3.1.6 Huron Natural Park Minutes of April 29, 2010 Meeting – pulled from consent agenda
- 3.1.7 Board Prayer – send the prayer to other Catholic school boards suggested Louise
- 3.1.8 Early Learning Extended Day Fee

**2010-111** -- It was *moved* by **D. Blum** and *seconded* by **G. Reitzel**:

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

### 4. Delegations

#### **4.1 Special Presentations** – followed 10.2.1

M. Thomson Howell thanked both of our student trustees, N. Bigelow and T. Slabon, who will not be with us next year. We have always had remarkable student trustees and we are looking forward to working with Anne Marie Hayman and Claire Matlock.

J. Nairn presented the student trustee award to Nicole Bigelow and thanked her for her enthusiasm and excellent work on the committees this past year.

M. da Silva presented the student trustee award to Thomas Slabon thanking him for his tremendous contribution over the past two years.

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

### 6. Reports From Board Committees/Task Forces

#### **6.1 Governance Committee Annual Report**

J. Nairn reported the majority of the work was the review of the by-laws which is now complete and will be brought back to the Board in September.

#### **6.2 New Trustee Orientation Plan - decision**

J. Nairn advised the orientation plan came about as the result of the Governance committee.

**2010-112** -- It was *moved* by **J. Nairn** and *seconded* by **Fr. R. Héту**:

*THAT the Board of Trustees approve the following Orientation schedule for Pre-Election candidates and Post-Election newly elected trustees including the necessary budget to enter into a one day contract for a facilitated session with Sue Stratton. ---Carried by consensus*

#### **6.3 Audit Committee**

#### **6.4 Awards Committee Annual Report**

No further questions.

#### **6.5 Pastoral Care Team Annual Report**

No further questions relative to the report.

#### **6.6 Huron Natural Park – pulled from consent agenda**

The minutes were pulled from the Consent agenda for further discussion. Keeping future Boards informed of the Huron Nature area will be on the agenda in September.

### **6.7 Student Trustee Report**

T. Slabon advised the student trustees have been working on orientation, monitoring and the Ends policy with the new student trustees.

### **6.8 Trustee Budget Update**

M. Thomson Howell advised this was the first year of the breakdown of the budget. This will provide further information for planning expenditures in future years.

The board recessed at 6:14 p.m.

The board resumed at 6:16 p.m.

### **6.9 Consultation Committee Annual Report**

Nothing further to report. No questions.

### **6.10 Vision of Inclusion Committee Annual Report**

Nothing further to highlight.

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

### **7.1 Toonies for Tuition**

L. Ervin advised support for Toonies for Tuition came as a recommendation from CCSTA. The funds raised provide parents with assistance in paying tuition fees for their children to attend a Catholic school in provinces where funding is not provided. As we are celebrating 175 years of Catholic education Toonies for Tuition would be a good way to inform students, staff and parents of the need in some provinces.

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

## 9. Assurance of Successful Board Performance

### **9.1 Board Policy II 001 “Global Governance Commitment”**

M. Thomson Howell advised this is the main policy and is covered as we review each of the individual policies. There were no areas of concern identified.

### **9.2 Board Policy II 009 “ Board Committee Principles”**

Trustees in agreement terms of reference for the committees should be reviewed each year.

### **9.3 Board Policy II 010 “Board Committee Structure”**

There were no areas of concern identified.

Trustees are comfortable with the compliance of these three policies.

## 10. Assurance of Successful Director of Education Performance

### **10.1 Monitoring Reports & Vote on Compliance**

#### **10.1.1 a) Board Policy IV 007 “Financial Planning and Budgeting” 2010-2011 School Year Budget**

The Director indicated areas of non compliance and Trustees agreed to defer the decision on the monitoring report until the budget motions have been passed.

**2010-121** -- It was *moved* by **J Nairn** and *seconded* by **G. Reitzel**:

*THAT the Board of Trustees accepts the monitoring report for Policy IV 007 Financial Planning and Budgeting as presented, as being compliant with the exception of provision #4 and provision #6, excuses the CEO, with compliance to be demonstrated with the next scheduled monitoring --- Carried by consensus*

#### **b) 2010-2011 School Year Budget Motions**

**1. 2010-113**-- It was *moved* by **Fr. R. Héту** and *seconded* by **W. Buchholtz**:

THAT the Board of Trustees approve a budget of \$150,000 for the Employee Assistance Program for the 2010-2011 school year. --- **Carried by consensus**

2. **2010-114**-- It was moved by **D. Blum** and seconded by **J. Nairn**:  
THAT the Board of Trustees approve a budget of \$98,010,499 for elementary school and classroom support for the 2010-2011 school year. --- **Carried by consensus**
3. **2010-115** -- It was moved by **G. Reitzel** and seconded by **M. da Silva**:  
THAT the Board of Trustees approve a budget of \$51,977,401 for secondary school and classroom support for the 2010-2011 school year. --- **Carried by consensus**
4. **2010-116** -- It was moved by **W. Buchholtz** and seconded by **L. Ervin**:  
THAT the Board of Trustees approves a budget of \$73,418,341 for all other operating costs not captured in motions 1, 2 and 3. --- **Carried by consensus**
5. **2010-117**-- It was moved by **J. Nairn** and seconded by **J. Gowing**:  
THAT the Board of Trustees approve a budget of \$15,543,460 for capital for the 2010-2011 school year. --- **Carried by consensus**
6. **2010-118**-- It was moved by **G. Reitzel** and seconded by **L. Ervin**:  
THAT the Board of Trustees approves a draw from the Operating Surplus of \$800,000 to support the implementation of Interactive White Board technology throughout the system. --- **Carried by consensus**
7. **2010-119** -- It was moved by **J. Nairn** and seconded by **W. Buchholtz**:  
THAT the Director of Education file with the Board a report on the implementation of the White Board technology yearly, beginning in May 2011. The report will include all aspects of the implementation process. -  
-- **Carried by consensus**
8. **2010-120**-- It was moved by **M. da Silva** and seconded by **Fr. R. Héту**:  
THAT the Board of Trustees directs Administration to file the approved balanced budget with the Ministry of Education before the deadline of July 30, 2010. --- **Carried by consensus**

#### **10.1.2 Board Policy IV 005 “Hiring and Promotions”**

Trustees would like to see reference to the original monitoring of the policy for future monitoring reports when the Director is given direction to provide evidence of compliance for part of the policy at a future board meeting.

**2010-122** -- It was moved by **M. da Silva** and seconded by **J. Gowing**:  
THAT the Board of Trustees accepts the monitoring report for Policy IV 005 Hiring and Promotions provision #1 and provision #2 as providing reasonable interpretation and adequate evidence of compliance with the exception of provision #1 and excuses the Director until the next scheduled monitoring of the policy. --- **Carried by consensus**

### **10.2 Advice from the CEO**

#### **10.2.1 Naming the New School**

The Director approached Bishop Tonnos to approve the name for the new school. It was then brought to the board for final approval as staff would like to use the name during the summer to promote the new school. Trustees in agreement these students would be entitled to the same awards as with other secondary schools.

**2010-123** -- It was moved by **Fr. R. Héту** and seconded by **W. Buchholtz**:  
THAT the Alternative Education program and school be called St. Don Bosco Catholic Secondary School. --- **Carried by consensus**

## 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):**

- 12.2.1 Aug 30 Board Golf Tournament
- 12.2.2 Aug 31 Pre-election Orientation
- 12.2.3 Sept 2 PA Day – Elementary and Secondary
- 12.2.4 Sept 7 Regular Board Meeting
- 12.2.5 Sept 8 SEAC
- 12.2.6 Sept 8 Governance
- 12.2.7 Sept 10 Deadline for school board election nominations
- 12.2.8 Sept 15 OCSTA Regional meeting, Windsor
- 12.2.9 Sept 20 Committee of the Whole
- 12.2.10 Sept 27 Regular Board Meeting
- 12.2.11 Sept 29 PIC
- 12.2.12 Sept 30 Diocesan Mass Celebrating Catholic Education

**12.3 Pending Items:**

- 12.3.1 Board Leadership\*\*
- 12.3.2 SEAC and statement on inclusion\*\*
- 12.3.3 Continuing Education
- 12.3.4 Declining Enrolment Report
- 12.3.5 St. John Building condition
- 12.3.6 Msgr. Gleason – surplus to our needs
- 12.3.7 Board Policy IV 009 #5
- 12.3.8 Board Policy II 005
- 12.3.9 Board Policy IV 008 broad statement and provision 1\*\*
- 12.3.10 Broad Policy IV 004 inclusion of IV 002 components
- 12.3.11 Board Policy II 007 provision #5
- 12.3.12 International Education

13. Items for the Next Meeting Agenda

Board Policy IV 013 “Leadership”

13. Adjournment – Confirm decisions made tonight. Closing Prayer

The Recording Secretary confirmed the meeting decisions.

14. Motion to Adjourn

**2010-124** -- It was *moved* by **M. da Silva** and *seconded* by **L. Ervin**:

*THAT the meeting be now adjourned.*

The meeting was adjourned by consensus at 7:48 p.m.

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Chair of the Board

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Secretary