

Board of Trustees' Special Board Meeting

A public meeting of the Board of Trustees was held on Wednesday, June 8, 2011 at the Waterloo Region Catholic Education Centre.

Trustees Present:

Joyce Anderson; Wayne Buchholtz; Manuel da Silva (Chair); **Fr. Robert Hétu; Janek Jagiellowicz; *Anthony Piscitelli; Wendy Price; Peter Reitmeier; Greg Reitzel

*arrived at 6:13 p.m.

**left at 7:47 p.m.

Student Trustees Present:

Anne Marie Hayman; Claire Matlock

Administrative Officials Present:

Roger Lawler; Rick Boisvert; Gerry Clifford; Maria Ivankovic; Shesh Maharaj; Bruce Rodrigues; Paul Tratnyek

Special Resources For The Meeting:

Fr. Fred Scinto; John Shewchuk, Laura Isaac

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 6:01 p.m.

1.1 Opening Prayer & Memorials

The opening prayer was led by Fr. R. Hétu, Pastoral Care Team. Intentions were offered for R. Lawler's mother-in-law, for the staff recognized at the awards assembly at St. Mary's High School and for those attending the board meeting this evening.

1.2 Approval of Agenda

Item 6.6 Trustee Newsletter is for approval.

2011-109 -- It was *moved* by **W. Buchholtz** and *seconded* by **J. Anderson**:

THAT the agenda for June 8, 2011 as amended be now approved. -- **Carried by consensus.**

1.3 Declaration of Pecuniary Interest

1.3.1 From the current meeting – W. Buchholtz declared an indirect pecuniary interest with Item 10.1.1 as his son is a teacher; P. Reitmeier declared an indirect pecuniary interest with Item 10.1.1 as his wife is a supply teacher

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
- 3.1.2 Items for Action from Previous Meeting of
- 3.1.3 Minutes of Meeting of
- 3.1.4 Staff Report of

4. Delegations

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 Audit Committee Meeting

6.2 Student Trustee Report (Film Festival)

6.3 Trustee Budget Update of

6.4 Governance Committee Meeting of

6.5 Pastoral Care Team Meeting

6.6 Trustee Newsletter

Trustees received the draft newsletter for approval.

2011-110 -- It was *moved* by **P. Reitmeier** and *seconded* by **Fr. R. Héту**:
THAT the Board of Trustees approve the newsletter as presented. -- Carried by Consensus

6.7 SEAC

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

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

10.1.1 Board Policy IV 007, Budget. Presentation of the 2011-2012 School Year Budget

S. Maharaj presented a balanced budget of \$245,658,083.

A. Piscitelli arrived at 6:13 p.m.

Trustees were advised there is still a decline in elementary and secondary enrolment from 2010-11. He reviewed the breakdown of expenditures, staffing changes and changes that affect the budget. Although funding for supervised alternative learning has been reduced we still provide the service and absorb the cost. Trustees agreed to add as an OCSTA resolution and to pending items the need to advocate for programming and the loss of funding.

Budget Dashboard Report – reviewed financial results and changes in revenue and expenses.

Budget consultation process – trustees were advised of the results that were incorporated from the responses to the online survey. Employee groups and principals were asked to submit their recommendations.

Facilities Services – A. Wohlgemut presented details of the facility services estimates. He informed trustees of the changes within Facility Services, the focus on community involvement, community use of schools, reducing our footprint and conservation through student involvement and staff training. When completed A. Wohlgemut will bring back a report on aligning our use of schools to community needs.

Fr. R. Héту left at 7:47 p.m.

Capital – A. Wohlgemut highlighted the significant changes and funding changes. Facility Services prioritizes the needs based on technical condition, regulations and affects on service if there are breakdowns. Renewal planning is needed to sustain our assets. Trustees agreed to add as an OCSTA resolution to advocate with the Ministry for sufficient funding for long term maintenance of schools.

Administration – changes in Administration were discussed.

Student Transportation – S. Maharaj advised nearly half of our students are transported in some form. The focus for next year will be a review of bell times to assess efficiencies and improved communication to enhance customer service. Key performance indicators were safety, quality, service, cost and human resources.

Learning Services – B. Rodrigues reviewed the details of the estimates. Trustees viewed a project template used when working on the budget framework. There is an extensive process before projects are approved. Within Learning Services, Program Services is primarily responsible for the curriculum delivery side that ensures student success and Student Services is responsible for the special education side of the system.

Continuing Education – P. Tratnyek advised there is currently a decline in students working towards obtaining their secondary school credits. Continuing Education is self-sustaining and programs are cost recovery. In 1988 five students graduated. More than 800 are anticipated to graduate in 2011.

S. Maharaj reviewed the proposed budget motions. In summary the budget is balanced and the submission date to the Ministry is June 30, 2011. Trustees were requested to email their questions to S. Maharaj. The questions and responses will be provided at the June 20th Committee of the Whole meeting.

10.2 Advice from the CEO

11. Potential Agenda Items

12. Announcements

12.1 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

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

12.3 Pending Items:

- 12.3.1 Msgr. Gleason – surplus to our needs
- 12.3.2 Living Wage (AP)
- 12.3.3 Definition of Equity – Guiding Principles (AP)
- 12.3.4 Risk Management – discussion
- 12.3.5 Follow-up to Treatment of Staff Survey

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

2011-111-- It was *moved* by **G. Reitzel** and *seconded* by **A. Piscitelli**:
THAT the meeting be now adjourned.

The meeting was adjourned by consensus at 8:59 p.m.

Chair of the Board

Secretary