

Regular Public Board Meeting

A regular public meeting of the Board of Trustees was held on Monday, April 27, 2009 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:

Thomas Slabon

Administrative Officials Present:

Roger Lawler; Gerry Clifford; Heather Cullen; Bryan Mahn; Shesh Maharaj; Bruce Rodrigues; Glenn Sheculski; John Shewchuk

Special Resources For The Meeting:

NIL

Regrets:

Rick Boisvert; Alex Chmura

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 6:16 p.m.

1.1 -- **Opening Prayer & Memorials**

The opening prayer was led by the Pastoral Care Team. Intentions were offered for: Manuel's Godmother and his cousins, Joe Potje – Twin City printing, colleague of Joe's expecting twins, Tori Stafford, Michelle Thomson, soldier repatriated yesterday, and Beth Cooper – Trustee with Windsor board.

1.2 -- **Approval of Agenda**

2009-54 -- It was *moved* by **G. Reitzel** and *seconded* by **J. Gowing**:
THAT the agenda for April 27, 2009 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 Minutes of Meeting of March 30, 2009
- 3.1.2 Minutes of Special Board Meeting of April 6, 2009
- 3.1.3 Items for Action from Previous Meeting April 27, 2009
- 3.1.4 Minutes of Governance Meeting of April 14, 2009
- 3.1.5 Minutes of Vision of Inclusion Meeting of April 14, 2009

2009-55 -- It was *moved* by **M. da Silva** and *seconded* by **W. Buchholtz**:

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

4. Delegations/Presentations

4.1 Conflict of Interest

John Woon, Board solicitor practicing law in the area of education, attended the meeting to speak to the trustees on the declarations of pecuniary interest and conflict of interest. He discussed the recent court decision against a Toronto school board trustee who violated the Municipal Conflict of Interest Act. The Act ensures that municipal officials including school board officials who occupy positions of trust are impartial and independent. No trustee should have a personal benefit from a decision they make.

Trustees cannot participate when there is a financial decision that impacts on the trustee. It is the trustee's obligation to determine this. If you don't take the proper actions and recuse yourself you are at risk of being taken to court. A conflict of interest prohibits voting or being involved in deliberations inside or outside the board. You can't discuss it, nor influence a colleague's decision. This includes phone calls and emails. For private meetings you can't even be in attendance. It is designed to ensure that you are always impartial. Trustees were advised that once you identify a pecuniary interest you don't take part in any discussions. John advised the rule of thumb is if you have 'something financial to gain or lose' and you have 'an interest' that is what matters. There are errors of judgment which are addressed by the Municipal Conflict of Interest Act and will excuse you. Our board follows the procedure of asking if there are any pecuniary interests. You can allow a quorum of two but not less than two to carry on the board's business.

In determining conflict of interest the court will look at 'what would a reasonable person think about you participating in this decision'. The courts usually award costs to the applicant even in cases where no conflict of interest has been determined.

2009-56 -- It was moved by **M. da Silva** and seconded by **W. Buchholtz**
THAT the trustees go into private session – Carried by consensus

The meeting recessed at 7:06 p.m.

The meeting reconvened at 7:45 p.m.

5. Ownership Linkage

5.1 OCSTA AGM Resolutions

The trustees discussed the resolutions to be considered at the 2009 AGM. The trustees in agreement to support resolutions #1-09, #3-09, #5-09 and #6-09

6. Reports From Board Committees/Task Forces

6.1 Awards Committee Report

Trustees were advised the Awards committee is responsible to make sure the selection process for various awards is in place. W. Buchholtz will have terms of reference for Committee of the Whole in May.

7. Board Education

8. Policy Discussion

8.1 Pastoral Care Team Terms of Reference

Trustees discussed the terms of reference. They are in agreement to change Item 2: first bullet to read – “Introducing creative and meaningful prayers, with deeper reflections” and Item 2: remove 2nd bullet “Continue to introduce song into board meetings”.

2009-57 -- It was *moved* by **D. Blum** and *seconded* by **Fr. R. Héту**:

*THAT the Trustees approve the Pastoral Care Team terms of reference as revised – **Carried by consensus.***

8.2 Trustee Review of Board Policy II 008 Role of the Chair

Trustees discussed revisions needed to the template for monitoring policy compliance.

Trustees discussed concerns identified. Trustees in agreement J. Nairn will ask Douglas McCarthy regarding the formality of the Chair passing the chair to the Vice-chair when speaking to an issue.

8.3 Trustee Review of Board Policy II 013 Cost of Governance

Trustees discussed concerns. This will come back to the board at the next meeting.

8.4 Trustee Review of Board Policy II 014 Trustee Expenses

Trustees discussed submission of expenses and were advised reasonable out of pocket expenses are acceptable. S. Maharaj will provide instruction on expenses to the trustees at a future meeting.

8.5 Trustee Review of board Policy III 005 Monitoring CEO Performance

Trustees discussed concerns.

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.

9.1.2 – Trustee Worksheet IV 003 Treatment of Students

Trustees discussed feedback from monitoring policy summary.

2009-58 -- It was *moved* by **G. Reitzel** and *seconded* by **Fr. R. Hetu**:

*THAT the Board of Trustees approve the monitoring report on Treatment of Students (Policy IV 003) as providing a reasonable interpretation and adequate evidence of compliance for all policy provisions. --- **Carried by consensus***

9.2 – Challenges to Monitoring

NIL

9.3 – Advice from the CEO

NIL

9.4 – New Operational Worries

NIL

9.5 – Next Monitoring Assignment

9.5.1 Board Policy IV 010 “Facilities/Accommodations”

9.5.2 Board Policy IV 001 “General Executive Limitation”

10. *Board Self-Assessment Against Board Means Policies*

Next Trustee Review of Policies

10.1 Board Policy II 011 “Student Representation on the Board”

10.2 Board Policy II 012 “Student Trustee Role Description”

10.3 Board Policy III 001 “Global Governance-Management Connection”

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 April 29 – Presentation on budget.
- 11.2.2 May 4 – 8 Catholic Education Week.
- 11.2.3 May 4 Audit committee Meeting.
- 11.2.4 May 5 Bishop’s banquet
- 11.2.5 May 6 SEAC
- 11.2.6 May 7 – 9 OCSTA AGM
- 11.2.7 May 11 Committee Meetings.
- 11.2.8 May 19 Committee of the Whole
- 11.2.9 May 20 Staff Recognition Evening
- 11.2.10 May 24 Board Meeting
- 11.2.11 May 26 Work with Sue Stratton – Governance
- 11.2.12 May 27 Accommodation Meeting

11.3 -- Pending Items:

- 11.3.1 Board Leadership
- 11.3.2 Board Policy IV 008 – definition of “current budget”
- 11.3.3 Board Policy IV 004 – provision #6
- 11.3.4 Review of clerical support to the Board
- 11.3.5 Board Policy II 006, Celebration of Excellence
- 11.3.6 Procurement Policies related to Social Justice issues
- 11.3.7 SEAC and statement on inclusion
- 11.3.8 Declining Enrolment Report
- 11.3.9 Audit Committee Mandate
- 11.3.10 Board Policy IV 009, “Asset Protection”
- 11.3.11 Board Policy IV 004, provision #4

12. *Items For Next Meeting Agenda*

13. *Adjournment – confirm decisions made tonight*

The Recorder of the Board reviewed the meeting decisions.

14. Motion to Adjourn

2009-59 -- It was *moved* by **J. Gowing** and *seconded* by **D. Blum**:
THAT the meeting be now adjourned.

The meeting was adjourned by consensus at 9:04 p.m.

Chair of the Board

Secretary