

## Regular Public Board Meeting

A regular public meeting of the Board of Trustees was held on Monday, May 25, 2009 at the Waterloo Region Catholic Education Centre.

### **Trustees Present:**

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

### **Student Trustees Present:**

Alex Chmura;

### **Administrative Officials Present:**

Gerry Clifford; Rick Boisvert; Heather Cullen; Bryan Mahn; Shesh Maharaj; Bruce Rodrigues; Glenn Sheculski; John Shewchuk

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

Dave Bennett, Lindsay Reinhardt

### **Regrets:**

Roger Lawler; Wayne Buchholtz; Thomas Slabon

### **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 6:04 p.m.

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

The opening prayer was led by the Pastoral Care Team. Intentions were offered for: Roger Lawler and Tori Stafford's family.

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

Remove item 6.3 Approval of 2009-2010 Audit Plan

**2009-68--** It was *moved* by **J. Gowing** and *seconded* by **M. da Silva**:  
*THAT the agenda for May 25, 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*

- 2.1 Board Policy IV 001, General Executive Limitation
- 2.2 Board Policy IV 010, Accommodations

Trustees in agreement discussions will be held until the June 15<sup>th</sup> Committee of the Whole meeting.

**2009-69** -- It was *moved* by **L. Ervin** and *seconded* by **D. Blum**:

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

### 3. *Consent Agenda: Board of Trustees*

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

- 3.1.1 Minutes of Meeting of April 27, 2009
- 3.1.2 Minutes of Special Board Meeting of May 4, 2009
- 3.1.3 Items for Action from Previous Meeting May 25, 2009
- 3.1.4 Minutes of Governance Meeting of May 11, 2009
- 3.1.5 Minutes of Vision of Inclusion Meeting of May 11, 2009
- 3.1.6 Staff Report for period
- 3.1.7 Board Policy II 001 Student Representation
- 3.1.8 Board Policy II 012 Student Trustee Role Description
- 3.1.9 Board Policy III 001 Global Governance-Management

Trustees in agreement discussions will be held until the June 15<sup>th</sup> Committee of the Whole meeting.

**2009-70** -- It was *moved* by **Fr. R. Hetu** and *seconded* by **J. Nairn**:

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

### 4. *Delegations/Presentations*

#### **4.1 Kitchener West Accommodation Review Report**

Lindsay Reinhardt presented an overview of the Accommodation Review report.

The following are the recommendations of the West Kitchener Accommodation Review committee to the Board of Trustees:

1. That Option 1a be approved by the Board of Trustees as the preferred option for the West Kitchener Accommodation Review.
2. That effective September 2010 the boundaries for St. Paul and St. Mark be modified in accordance with Option 1a
3. That the Board consider a grandparenting provision to allow students entering grade 7 and grade 8 in September 2010 to finish their elementary schooling at their existing school however no transportation would be provided.
4. That effective September 2011 the boundary for St. John be modified in accordance with Option 1a
5. That new students entering the school system for the first time in September 2009 and September 2010 be allowed to enroll at their new school subject to the normal provision of out of boundary permissions. No transportation would be provided.
6. That a plan to address building conditions at St. John be prepared by board administration and presented to the Board of Trustees by June 2010.
7. That Monsignor Gleason Catholic Elementary School be declared surplus to the needs of the Board as of July 1, 2011.

#### **4.2 Delegations re: Kitchener West Accommodation Review Report**

##### **4.2.1 Denis Beaulieu**

Denis is a parent of children at Monsignor Gleason concerned with the decision to close the school. Did the accommodation review committee look at reducing operating costs for St. John and Monsignor Gleason and keeping both schools open? He was concerned about the lack of green space at St. John and the use of Cherry Park as play space. He also stated that daycare was not presented as an option.

#### **4.2.2 Roger Suffling**

Roger advised the trustees he feels it is feasible to keep both Monsignor Gleason and St. John's open as enrolment is actually going to increase markedly. He said the alternatives can be achieved by resourceful partnerships with the city, province and businesses. He said there is a rapid turnover of young families replacing older couples in both areas and feels WCDSB has not done a full demographic analysis.

#### **4.2.3 Tim Banic**

Tim is a parent of students attending Monsignor Gleason and was concerned with the asphalt playground and small grass area at St. John. He was also concerned about the environment impact of having a factory down the street with the possibility of chemicals that may have leached into the ground. His biggest concern was the volume of traffic on Strange St.

#### **4.2.4 Robin Craven – no attendance**

#### **4.2.5 Teri Lynn O'Brien**

Teri Lynn was a former student of Monsignor Gleason who would like both schools to remain open. She felt issues of layout, no natural lighting and train noise were easy to correct. Accessibility was more of a concern as Monsignor Gleason is entirely accessible while St. John's is not fully accessible. She felt there was lack of public awareness as only parents with students were notified. She was advised there was also an advertisement in the newspaper.

#### **4.2.6 Jennifer Shousterman**

Jennifer was concerned with the lack of communication regarding this recommendation. She does not have children in the school and heard the information from neighbours. She felt there should be a strong communication strategy and newsletters should have been distributed in the immediate neighbourhood.

#### **4.2.7 Rebecca Dorey**

Rebecca is a resident in the neighbourhood and a real estate agent concerned with the closing of the school. She asked what the plans are to make sure the building does not become unsightly and was concerned with crime and vandalism to the vacant building. She said families with young children want to move into established neighbourhoods with a school close by.

#### **4.2.8 Lorne Harding**

Lorne felt the public was not sufficiently informed of the accommodation recommendation. He said the neighbourhood is in a state of transition and families with young children moving into the area would boost enrolment. He felt if there are no schools within walking distance families will choose the public board instead.

#### **4.2.9 Martyna Kapouranis**

Martyna is the parent of a student at Monsignor Gleason. She felt by eliminating one school we are chipping away at the core of the community. She liked her children attending a small neighbourhood school and felt both schools are vital to each of their communities. She felt investing in upgrades and renovations to both would lead to an increase in student enrolment.

The Chair thanked the delegates for their input. There will be one more meeting on June 15<sup>th</sup> where delegations will be welcome. The delegates were reminded this is a recommendation not a decision.

The meeting recessed at 7:35 p.m.

The meeting resumed at 7:45 p.m.

### *5. Ownership Linkage*

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

#### **6.1 Terms of Reference for Audit Committee**

Trustees in agreement to approve item 6.1 and 6.2 together.

**2009-71** -- It was moved by **J. Gowing** and seconded by **M. da Silva**:

*THAT the Board of Trustees accept the Internal Auditor Mandate and approve the Terms of Reference for the Audit Committee with the following revised wording of the sixth bullet under membership – The chairperson of the committee will be a community member elected by the Audit committee and will set the agenda of the meetings based on the work plan developed by the Committee. --- **Carried by consensus***

## **6.2 Recommended Bylaw Change**

**2009-72** -- It was moved by **J. Nairn** and seconded by **J. Gowing**:

*THAT the following recommendation was made for board consideration on May 25<sup>th</sup> and deemed to have been read three times. That the Board Operational and Procedural Bylaw, section 4, be changed by inserting two new sections as noted (with renumbering the remainder of the bylaw section);*

- i. New 4.1.6 “Board members may ask questions of clarification of the delegation.”*
- ii. New 4.1.7 “Delegates will receive a response from the appropriate party within 48 hours after their presentation. --- **Carried by consensus***

## **6.3 Recommended Change to Board Policy II 002**

**2009-73** -- It was moved by **J. Nairn** and seconded by **G. Reitzel**:

*THAT the Board Policy II 002, Governing Style be amended as follows so as to capture the intent of the board to clearly indicate that the board will seek input from within the system and from the community. Further that the board process each issue with clarity of questions as noted below.*

- iii. New policy statement to read: “The board will govern with an emphasis on a) outward vision rather than an internal preoccupation, b) encouragement of diversity of viewpoints from within the system and the community, c) strategic leadership more than administrative detail, d) clear distinction of board and chief executive roles, e) collective rather than individual decisions, f) future rather than past or present, and g) proactivity rather than reactivity.--- **Carried by consensus***

## **7. *Board Education***

### **7.1 Report on External Review of Board Policy IV 004**

The Chair welcomed John Yardley, Metrics@Work, to present an overview of the results of the external review of Board Policy IV 004. John advised the response rate to the survey was very high with staff indicating job satisfaction, co-worker cohesion, job flexibility, job clarity and satisfaction with supervisors as our top strengths.

Bryan Mahn presented a plan with both short term and long term goals. In the short term information sessions will be held at each secondary school, Catholic Education Centre and Dutton Drive. In the long-term a detailed action plan will be presented to the Board of Trustees by September 28, 2009.

**2009-74--** It was moved by **G. Reitzel** and seconded by **J. Gowing**:

*THAT the meeting be extended by 15 minutes.*

The meeting was extended at 9:01 p.m.

**2009-75--** It was moved by **M. da Silva** and seconded by **Fr. R. Hetu**:

*THAT the Board of Trustees accepts the short term plans as presented and long term recommendations that an action plan be presented to them by September 28, 2009 outlining strategies at six month, twelve month, and eighteen month intervals – with the goal of conducting a follow-up survey in February 2011 to measure our progress as an organization. --- **Carried by consensus***

## **8. *Policy Discussion***

## **9. *Assurance of Successful Director of Education Performance***

### **9.1 – Monitoring Reports & Votes on Compliance**

*NIL*

## **9.2 – Challenges to Monitoring**

NIL

## **9.3 – Advice from the CEO**

NIL

## **9.4 – New Operational Worries**

NIL

## **9.5 – Next Monitoring Assignment**

# 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](http://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 May 27, 2009 @ 6 p.m. Accommodation Dialogue
- 11.2.2 June 1, 2009 @ 5 p.m. Audit Committee
- 11.2.3 June 3, 2009 @ 7 p.m. SEAC
- 11.2.4 June 4 – 6 CCSTA AGM
- 11.2.5 June 8, 2009 @ 5:30 pm Committee Meetings
- 11.2.6 June 10, 2009 @ 6 p.m. Special Committee of the Whole; re: 2009-2010 School Year Budget
- 11.2.7 June 15, 2009 @ 6 p.m. Committee of the Whole
- 11.2.8 June 22, 2009 @ 6 pm. 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 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
- 11.3.12 Discussion on ethics and policy making (Bruce)
- 11.3.13 Board Policy IV 009 # 1, 2, 7
- 11.3.14 Discussion on Governance Legislation

# 12. *Items For Next Meeting Agenda*

- 12.1 – Board Policy IV007, Financial Planning/Budgeting
- 12.2 – Board Policy II 009, board Committee Principles
- 12.3 – Board Policy II 010, Board Committee Structure

13. Adjournment – confirm decisions made tonight

The Recorder of the Board reviewed the meeting decisions.

14. Motion to Adjourn

**2009-76** -- It was *moved* by **J. Gowing** and *seconded* by **L. Ervin**:  
*THAT the meeting be now adjourned.*

The meeting was adjourned by consensus at 9:13 p.m.

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Chair of the Board

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Secretary