

Board of Trustees' Board Meeting

A public meeting of the Board of Trustees was held on Tuesday, September 8, 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; Rick Boisvert; Gerry Clifford; Heather Cullen; Manny Figueiredo; Shesh Maharaj; Bruce Rodrigues; Paul Tratnyek

Special Resources For The Meeting:

Regrets:

Joseph Gowing; Bryan Mahn

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

Marion welcomed Paul Tratnyek and Manny Figueiredo new superintendents and Nicole Bigelow as the new student trustee.

The opening prayer was led by the Denise Blum. Intentions were offered for: Town of Markdale, and Louise Ervin's cousin.

1.2 -- Approval of Agenda

Trustees agreed by consensus that Item 3.1.4 Staff Report for Period August 2009 and 7.2 Executive Administrative Assistant Support to the Board be removed from the agenda.

2009-108-- It was *moved* by **W. Buchholtz** and *seconded* by **L. Ervin:**
THAT the agenda for September 8, 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 Minutes of Meeting of June 22, 2009
- 3.1.2 Items for Action from Previous Meeting September 8, 2009
- 3.1.3 Minutes of Governance Meeting of June 8, 2009
- 3.1.4 Staff Report for period August 2009 – removed from agenda
- 3.1.5 Report on Audit of Director of Education Expenses

2009-109 -- It was *moved* by **M. da Silva** and *seconded* by **D. Blum**:

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

4. *Delegations/Presentations*

4.1 Presentation to Alex Chmura, Student Trustee

Marion presented an award to Alex Chmura in recognition of his role as student trustee and on behalf of the board of trustees thanked him for his invaluable contribution and wished him well in his future endeavours.

5. *Ownership Linkage*

5.1 OCSTA Teleconference with Board Chairs, Sept 17 – request for input from board members.

Trustees were advised of the teleconference with all of the chairs and Paula Peroni, President of OCSTA. They discussed local issues they would like OCSTA to be aware of. The Chair will report back following the meeting.

5.2 Graduation Speeches

In the past it was the responsibility of the Linkages Committee to compose the graduation message given at each secondary school. Trustees were asked for their input on their wishes for the graduation message this year. There will be further discussion.

6. *Reports From Board Committees/Task Forces*

The Chairs of the committees presented highlights of their annual report.

6.1 Governance Committee Year-End Report

J. Nairn reported on the value of professional development with outside facilitators Sue Stratton and Douglas McCarthy. Committee will continue their review on alignment of policies and by-laws.

6.2 Board Pastoral Team Year-End Report

D. Blum reported a Trustee prayer binder is now available for use in the trustees' lounge. The committee is currently working on a retreat and trustees are invited to contact Denise with suggestions.

6.3 Treatment of Staff External Monitoring

M. Thomson Howell reported the work of the task force is complete and staff actions coming out of the report will be communicated to the trustees.

6.4 CEO Performance Review Committee

M. Thomson Howell advised policy governance was used for the first time in the CEO performance review.

6.5 Awards Committee

M. da Silva reported the committee met to develop a terms of reference and process for celebrating the Awards of Excellence.

6.6 Audit Committee

G. Reitzel reported the audit committee was comprised of all trustees last year.

2009-110--It was *moved* by **G. Reitzel** and *seconded* by **J. Nairn**:

THAT the Board of Trustees appoint Ben Baidoe-Ansah, Courtney Smith and Tim Sothern as the community member representatives to the audit committee for terms to be decided in accordance with the terms of reference of the audit committee.

2009-111--It was *moved* by **W. Buchholtz** and *seconded* **Fr. R. Hetu**
THAT the wording of the main motion be amended by adding the words 'by drawing lots'.

The amended motion now reads:

*THAT the Board of Trustees appoint Ben Baidoe-Ansah, Courtney Smith and Tim Sothern as the community member representatives to the audit committee for terms to be decided by drawing lots in accordance with the terms of reference of the audit committee. – **carried by consensus***

6.7 Vision of Inclusion Committee

Fr. R. Héту reported additional time is required to complete the work of the committee.

7. Board Education

7.1 Report Student Trustees

T. Slabon and N. Bigelow reported the student trustees represent the views of the students however many students are not aware who they are. They presented suggestions for introducing themselves to high school students and communicating with them through the use of technology.

Paul Tratnyek with the student trustees and another senior administrator will bring back a recommendation to the board regarding student trustees' photos on the board website.

7.2 Executive Administrative Assistance Support to the Board – removed from the agenda

7.3 Board Planning Agenda Setting – Annual Calendar

Trustees set an annual agenda at the beginning of the year defining the work of the board. Trustees discussed their priorities which will become the focus of their work for the coming year. Two committees will be formed to complete the work of the vision of inclusion committee and consultation (including the ARC process).

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

9.3.1 Review of Trustee Expenses Policy (B8 Memo from Ministry)

Trustees discussed memo from the Ministry requesting that boards review their trustee expense policy. This will be referred to governance committee with a recommendation brought back to the board.

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

- 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):

11.3 – Pending Items:

- 11.3.1 Board Leadership
- 11.3.2 Board Policy IV 008 – definition of “current budget”
- 11.3.3 Board Policy II 006, Celebration of Excellence
- 11.3.4 Procurement Policies related to Social Justice issues
- 11.3.5 SEAC and statement on inclusion
- 11.3.6 Board Policy IV 009, “Asset Protection”
- 11.3.7 Board Policy IV 004, provision #4
- 11.3.8 Discussion on ethics and policy making (Bruce)
- 11.3.9 Board Policy IV 009 # 1, 2, 7
- 11.3.10 Continuing Education
- 11.3.11 Declining Enrolment Report
- 11.3.12 St. John Building Condition
- 11.3.13 Monsignor Gleason – surplus to board need

12. Items For Next Meeting Agenda

- 12.1 Board Policy II 002 Governing Style*
- 12.2 Board Policy III 006 CEO Compensation & Benefits*
- 12.3 Board Policy IV 002 Treatment of the Public*
- 12.4 Board Policy II 009 Board Committee Principles*
- 12.5 Board Policy II 010 Board Committee Structure*
- 12.6 Board Policy IV 007 Financial Planning/Budgeting*
- 12.7 IV 004 Treatment of Staff Action Plan*

13. Adjournment – confirm decisions made tonight

The Recording Secretary confirmed the meeting decisions.

14. Motion to Adjourn

2009-112 -- It was *moved* by **G. Reitzel** and *seconded* by **M. da Silva**:
THAT the meeting be now adjourned.

The meeting was adjourned by consensus at 6:07 p.m.

Chair of the Board

Secretary