

Board of Trustees' Board Meeting

A public meeting of the Board of Trustees was held on Monday, September 28, 2009 at the Waterloo Region Catholic Education Centre.

Trustees Present:

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

*arrived at 6:05

Student Trustees Present:

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:

Nicole Bigelow; Louise Ervin

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 the Thomas Slabon, Pastoral Care team. Intentions were offered for: W. Buchholtz's father-in-law, two students who were killed in Brantford on the weekend, and N. Bigelow's uncle who passed away.

1.2 -- **Approval of Agenda**

Add item 8.4 Board Policy III 006 CEO Compensation and Benefits, change item 9.1.1 from information to approval and add item 6.6 Pastoral Care.

2009-119 -- It was *moved* by **M. da Silva** and *seconded* by **Fr. R. Hetu**:

THAT the agenda for September 28, 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 September 8, 2009
- 3.1.2 Items for Action from Previous Meeting
- 3.1.3 Staff Report for period

2009-120 -- It was *moved* by **W. Buchholtz** 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

5. *Ownership Linkage*

5.1

6. *Reports From Board Committees/Task Forces*

6.1 Governance Committee Meeting of September 14, 2009

J. Nairn reported committee members agreed that official policies and bylaws will be posted on the main board website for access by the public, staff and trustees.

6.2 Audit Committee

6.3 Vision of Inclusion

6.4 Consultation

6.5 Awards

6.6 Pastoral Care

D. Blum reported the Pastoral Care team would like to offer an evening retreat for trustees in November. The Chair recommended the committee send a list of suggested dates to the trustees asking them to indicate which dates they could attend. The committee would then come forward with a date.

6.7 Trustee Budget – Update

The Chair advised the budget report will be brought to the board quarterly.

6.8 Student Trustee Report – Student Trustee Photos on Web Page

T. Slabon reported the student council presidents met with P. Tratnyek to discuss fundraising, dances or a film festival featuring films made by high school students. The student trustees will keep the board updated.

The secondary principals recommended the student trustees meet with each student council as the best way to introduce themselves and ask for their articles to be posted in school newsletters.

Trustees were advised that after dialogue with P. Tratnyek it would be acceptable, with parental permission, to place the student trustees' photos on the website. P. Tratnyek will be involved in their negotiations with the Information Technology Department to look into creating a website for students and parents to access.

7. *Board Education*

7.1

8. *Policy Discussion*

Trustees received a handout as a guideline outlining the course of action when receiving monitoring reports. If the Board agrees that a reasonable interpretation exists and compliance is shown then the Board formally accept the

report as reasonable and in compliance.

8.1 Board Policy II 002 Board Governing Style

Trustees discussed the summary of responses indicating whether or not we are in strict compliance with each of the sections in the policy. After further discussion the trustees were in agreement to refer the policy to the Governance Committee to review item 4 prior to the next monitoring of this policy. The Chair will provide a summary prior to completing the report.

8.2 Board Policy II 009 Board Committee Principles

Trustees discussed the responses to the items in the policy and are in agreement we are in compliance with this policy as stated.

8.3 Board Policy II 010 Board Committee Principles - discussion

Trustees are in agreement we are in compliance with the policy as stated.

8.4 Board Policy III 006 CEO Compensation and Benefits - discussion

Trustees after discussion are in agreement we are in compliance with the policy as stated.

9. Assurance of Successful Director of Education Performance

9.1 – Monitoring Reports & Votes on Compliance

9.1.1 Board Policy IV 004 Treatment of Staff Action Plan

R. Lawler presented an action plan related to the survey on Policy IV 004 Treatment of Staff outlining timelines, strategies and monitoring dates for measurement data. An action plan identifying the strengths and areas that require focus will be developed by October 30th by each Family of Schools supervisory office/senior management in consultation with the principals and managers of each department and will address the following two questions: What course(s) of action can you map to create a better place, a healthier place, organizationally? What course(s) of action can you map to create a better place for you and your team to work in?

Trustees discussed their concerns with the report, felt some of the timelines needed to be adjusted and were looking for targets for improvement at the end of 2011. They were advised each family of schools can have a different focus on an area(s) they identified for improvement as well as common areas of focus.

2009-121 -- It was *moved* by **G. Reitzel** and *seconded* by **M. da Silva**:

THAT the Board of Trustees agree the decision regarding Policy IV 004 Treatment of Staff Action Plan be deferred until after the October 27th workshop with Sue Stratton. -- Carried by consensus.

9.1.2 Board Policy IV 002 Treatment of the Public

Trustees discussed their responses to the monitoring report and their concerns with data and justification.

2009-122 -- It was *moved* by **G. Reitzel** and *seconded* by **J. Gowing**

THAT the Board of Trustees agree the decision regarding Policy IV 002 Treatment of the Public will be deferred until after the October 27th workshop with Sue Stratton -- Carried by consensus.

9.1.3 Board Policy IV 007 Financial Planning and Budgeting

Trustees discussed their responses and concerns with the timelines to review the budget and the Ministry of Education deadline to submit a balanced budget.

M. Thomson Howell will approach Sue Stratton to consult with Eric Craymer relative to financial planning and budget monitoring with further discussion at the October 27th workshop.

2009-123 -- It was *moved* by **G. Reitzel** and *seconded* by **Fr. R. Hetu**:

THAT the Board of Trustees agree to defer the decision on Policy IV 007 until after the October 27th workshop with Sue Stratton. -- Carried by consensus

9.1.4 Provincial/Board EQAO Tests Results – Grades 3, 6, 9

B. Rodrigues presented the results of the EQAO testing at grade 3 and 6 in reading, writing and mathematics and grade 9 mathematics for 2008-09. Our board results were above or equal to the provincial standards. Trustees discussed the results for the past five years and goals for future assessments.

2009-124-- It was *moved* by **J. Gowing** and *seconded* by **M. da Silva**:
THAT the meeting be extended by 10 minutes. -- Carried by consensus

The meeting was extended at 8:59 p.m.

9.2 – Challenges to Monitoring

NIL

9.4 – New Operational Worries

NIL

9.5 – Next Monitoring Assignment

NIL

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):

- 11.2.1 Oct 5 Committee Meetings (Consultation/Inclusion)
- 11.2.2 Oct 6 Audit Committee
- 11.2.3 Oct 7 Governance Committee
- 11.2.4 Oct 7 SEAC
- 11.2.5 Oct 8 St. Mary High School Graduation
- 11.2.6 Oct 13 OCSTA Regional Meeting
- 11.2.7 Oct 13 Resurrection CSS Graduation
- 11.2.8 Oct 15 St. Louis PSW Graduation
- 11.2.9 Oct 15 Board Reception for Bishop Durocher
- 11.2.10 Oct 16 System Spiritual Development Day
- 11.2.11 Oct 19 Committee of the Whole
- 11.2.12 Oct 21 PIC
- 11.2.13 Oct 23 St. David CSS Graduation
- 11.2.14 Oct 23 Monsignor Doyle CSS Graduation
- 11.2.15 Oct 26 Board Meeting
- 11.2.16 Oct 30 St. Benedict CSS Graduation

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 Discussion on ethics and policy making (Bruce)
- 11.3.7 Board Policy IV 009 # 1, 2, 7
- 11.3.8 Continuing Education
- 11.3.9 Declining Enrolment Report
- 11.3.10 St. John Building Condition
- 11.3.11 Monsignor Gleason – surplus to board need

12. Items For Next Meeting Agenda

- 12.1 Board Policy II 003 Board Job Description
- 12.2 Board Policy IV 003 Treatment of Students

13. Adjournment – confirm decisions made tonight

The Recording Secretary confirmed the meeting decisions.

14. Motion to Adjourn

2009-125 -- It was *moved* by **J. Gowing** and *seconded* by **Fr. R. Hetu**:
THAT the meeting be now adjourned.

The meeting was adjourned by consensus at 9:08 p.m.

Chair of the Board

Secretary