

## Board of Trustees' Board Meeting

A public meeting of the Board of Trustees was held on Monday, January 25, 2010 at the Waterloo Region Catholic Education Centre.

### Trustees Present:

Wayne Buchholtz; Manuel da Silva; Louise Ervin; \*Joseph Gowing; Fr. Robert Héту; Judy Nairn; Greg Reitzel  
\*Arrived at 6:08 pm.

### 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; Denise Blum; Marion Thomson Howell (Chair)

### 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 Vice-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 M. da Silva, Pastoral Care team. Intentions were offered for: John Rodina, former trustee and Edna Goetz, retired teacher, who passed away; all the victims in Haiti and for our students and staff coming to their aid; and prayers for J. Nairn's nephew and for M. da Silva.

### 1.2 Approval of Agenda

Add Item 7.1 Sue Stratton Schedule  
Move Item 6.11 Student Trustee Report to later in the meeting  
Move Item 12.2 Upcoming Meetings/Events to Item 7.2

**2010-20** -- It was *moved* by **W. Buchholtz** and *seconded* by **Fr. R. Héту**:  
*THAT the agenda for January 25, 2010 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 December 14, 2009 as amended
- 3.1.2 Items for Action from Previous Meeting December 14, 2009
- 3.1.3 Staff Report of January 25, 2010

**2010-21** -- It was *moved* by **W. Buchholtz** and *seconded* by **L. Ervin**:  
*THAT the Consent Agenda Board of Trustees and the recommendations contained therein be now approved. --*  
**Carried by consensus**

### 4. *Delegations/Presentations*

### 5. *Ownership Linkage*

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

#### **6.1 Governance Committee Meeting December 2, 2009**

J. Nairn reported on the minutes of the December and January meetings. The Governance committee will bring a complete summary of the suggested changes to the by-laws by June 2010.

#### **6.2 Governance Committee Meeting January 6, 2010**

#### **6.3 Audit Committee Meeting**

#### **6.4 Vision of Inclusion Meeting of January 11, 2010**

Fr. R. Héту requested a Vision of Inclusion Report be added to the Feb 8<sup>th</sup> Committee of the Whole meeting.

#### **6.5 Consultation Meeting of November 9, 2009 (6.5 and 6.6 together)**

W. Buchholtz advised there was nothing further to report.

#### **6.6 Consultation Meeting of January 11, 2010**

#### **6.7 Awards**

#### **6.8 Pastoral Care Team Meeting**

#### **6.9 Trustee Budget**

#### **6.10 Parent Involvement Committee Report**

#### **6.11 Student Trustee Report**

T. Slabon reported there was nothing further to report due to exams. The Council of Student Presidents has not met since the last report.

### 7. *Board Education*

#### **7.1 Sue Stratton Schedule**

Trustees received suggested dates for a workshop with Sue Stratton and are in agreement with the April 27<sup>th</sup> date. Linkages was suggested as a topic for the next session. Trustees were asked to email their suggestions to the Chair who will pass them on to Sue Stratton.

#### **7.2 Upcoming Meetings and events**

Trustees discussed the change in date for the Committee of the Whole meeting in February and are in agreement consultation with all trustees is needed prior to changing dates of board meetings in the future.

### 8. *Policy Discussion*

## 9. Assurance of Successful Director of Education Performance

### 9.1 Board Policy II 006 Celebration of Excellence

Trustees discussed the responses to their evaluation of Policy II 006.

**2010-22** -- It was *moved* by **J. Gowing** and *seconded* by **W. Buchholtz**

*THAT the Board of Trustees approve the monitoring report on Celebration of Excellence (Policy II 006) as providing evidence of compliance for all policy provisions. --- Carried by consensus*

### 9.2 Board Policy III 002 Unity of Control

Trustees discussed the responses to their evaluation of Policy III 002.

**2010-23** -- It was *moved* by **G. Reitzel** and *seconded* by **J. Nairn**:

*THAT the Board of Trustees approve the monitoring report on Unity of Control (Policy III 002) as providing evidence of compliance for all policy provisions. --- Carried by consensus*

### 9.3 OCSTA AGM Resolutions

**2010-24** -- It was *moved* by **G. Reitzel** and *seconded* by **J. Nairn**:

*THAT the Board of Trustees accept the email poll on the four resolutions: Legal Fees, Municipal Storm Water Management, Management of School Boards, and Legal Fees --- Carried by consensus*

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

### 10.1 Monitoring Reports & Vote on Compliance

#### 10.1.1 Board Policy IV 008 Financial Conditions and Activities

Trustees reviewed their evaluations of the policy provisions in the Monitoring Report on Policy IV 008. The CEO provided clarification to their questions.

<u>Policy Provision</u>	<u>Reasonable Interpretation</u>	<u>Sufficient Evidence</u>
Broad statement, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 12	Yes	Yes
11	Yes	Non-compliant

Trustees are in agreement the policy should be sent to Governance for review.

**2010-25** -- It was *moved* by **G. Reitzel** and *seconded* by **W. Buchholtz**:

*THAT the Board of Trustees agree to refer policy IV 008 to the Governance Committee to amend --- Carried by consensus*

**2010-26** -- It was *moved* by **W. Buchholtz** and *seconded* by **G. Reitzel**:

*THAT the Board of Trustees accepts the report as non-compliant and excuse the CEO until the next regularly scheduled monitoring --- Carried by consensus*

#### 10.1.2 Board Policy IV 004 Treatment of Staff

Trustees reviewed the policy provisions in the Monitoring Report on Policy IV 004. They discussed their concerns with including IV 002 and agreed to refer it to Governance for further discussion.

<u>Policy Provision</u>	<u>Reasonable Interpretation</u>	<u>Sufficient Evidence</u>
Broad statement, 2	Yes	Yes
1, 3, 4, 5	Yes	Non-compliant

**2010-27** -- It was *moved* by **J. Gowing** and *seconded* by **J. Nairn**:

*THAT the Board of Trustees accepts the report on policy IV 004 as non-compliant and excuse the CEO until the next regularly scheduled monitoring --- Carried by consensus*

**2010-28** -- It was *moved* by **Fr. R. Héту** and *seconded* by **J. Gowing**:

*THAT the Board of Trustees will refer policy IV 004 to the Governance Committee with regards to whether IV 002 should be included --- Carried by consensus*

### **10.1.3 Board Policy IV 006 Employee Compensation**

Trustees discussed the concerns identified in their evaluation of Policy IV 006 and agreed to send it back to the CEO for revision and come back to the Board in March.

<u>Policy Provision</u>	<u>Reasonable Interpretation</u>	<u>Sufficient Evidence</u>
Broad statement, 1, 4, 5, 6	Yes	Yes
2, 3	Yes	Non-compliant

**2010-29** -- It was *moved* by **J. Gowing** and *seconded* by **J. Nairn**:

*THAT the Board of Trustees remands that provision #3 of Policy IV 006 be referred to the CEO for revision. It will come back to the Board March 29<sup>th</sup> --- no consensus*

**In Favour:** W. Buchholtz, L. Ervin, J. Gowing, J. Nairn, G. Reitzel, M. da Silva

**Opposed:** Fr. R. Héту

MOTION CARRIED – vote of 6 to 1

**2010-30** -- It was *moved* by **L. Ervin** and *seconded* by **Fr. R. Hetu**:

*THAT the Board of Trustees accept the remainder of the report except for item # 3 as non-compliant and excuse the CEO until the next regularly scheduled monitoring --- no consensus*

**In Favour:** W. Buchholtz, L. Ervin, Fr. R. Héту, G. Reitzel

**Opposed:** J. Gowing, J. Nairn, M. da Silva

MOTION CARRIED – vote of 4 to 3

### **10.1.4 Hiring and Promotion**

Trustees agreed to email comments to Policy IV 005 to the CEO by Jan 31<sup>st</sup>. Trustees will receive the report Feb 5<sup>th</sup> and evaluations will be due Feb. 15<sup>th</sup>.

### **10.1.5 Board Policy I 001 Ends**

Trustees agreed to email their feedback to the CEO by Jan 29<sup>th</sup>.

## **10.2 Advice from the CEO**

### **10.2.1 Hiring of a Supervisory Officer**

**2010-31** -- It was *moved* by **W. Buchholtz** and *seconded* by **J. Nairn**:

*THAT the Board of Trustees agrees to extend the meeting by 15 minutes. --- Carried by consensus.*

*The meeting was extended at 8:57 p.m.*

Consent was sought to proceed to fill the Supervisory Officer vacancy due to retirement. The CEO reported the Ministry would announce in the spring whether funding for the position would continue.

**2010-32** -- It was *moved* by **W. Buchholtz** and *seconded* by **L. Ervin**:

*THAT the CEO, under provision #7 of Board Policy IV 005 be provided with permission to proceed to fill the supervisory officer vacancy subject to continuation of the funding for this position by the Ministry of Education.*

*--Carried by consensus*

## 11. Potential Agenda Items

## 12. Announcements

**12.1 – 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

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

- 12.2.1 Jan 28 at 9 a.m. Board Office Mass
- 12.2.2 Feb 1 at 6 p.m. Vision of Inclusion Committee
- 12.2.3 Feb 1 at 6 pm. Consultation Committee

- 12.2.4 Feb 3 at 6:00 p.m. Governance Committee
- 12.2.5 Feb 3 at 7:00 p.m. SEAC
- 12.2.6 Feb 8 at 6 p.m. Committee of the Whole
- 12.2.7 Feb 17 Ash Wednesday
- 12.2.8 Feb 22 at 6 pm. Regular Board Meeting

**12.3 – Pending Items:**

- 12.3.1 Board Leadership
- 12.3.2 SEAC and statement on inclusion
- 12.3.3 Continuing Education
- 12.3.4 Declining Enrolment Report
- 12.3.5 St. John Building Condition
- 12.3.6 Monsignor Gleason – surplus to our needs
- 12.3.7 Board Policy IV 009 #5
- 12.3.8 Board Policy II 005

**13. Items For Next Meeting Agenda**

- 13.1 Board Policy II 007 Board Members' Code of Conduct
- 13.2 Board Policy III 003 Accountability of the CEO
- 13.3 Board Policy III 004 Delegation to the CEO
- 13.4 Board Policy IV 009 Asset Protection

**14. Adjournment – confirm decisions made tonight**

The Recording Secretary confirmed the meeting decisions.

**15. Motion to Adjourn**

**2010-33** -- It was *moved* by **J. Gowing**:  
*THAT the meeting be now adjourned.*

The meeting was adjourned by consensus at 9:06 p.m.

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Chair of the Board

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Secretary