

Board of Trustees' Board Meeting

A public meeting of the Board of Trustees was held on Monday, March 29, 2010 at the Waterloo Region Catholic Education Centre.

Trustees Present:

Denise Blum; Wayne Buchholtz; Manuel da Silva; Louise Ervin; Judy Nairn; Marion Thomson Howell (Chair)

Student Trustees Present:

Thomas Slabon

Administrative Officials Present:

Roger Lawler; Rick Boisvert; Gerry Clifford; Manny Figueiredo; Shesh Maharaj; Bruce Rodrigues

Special Resources For The Meeting:

Regrets:

Nicole Bigelow; Joseph Gowing; Fr. Robert Héту; Greg Reitzel; Paul Tratnyek

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 T. Slabon, Pastoral Care team. Intentions were offered for: R. Lawler's mother-in-law who is ill, and M. da Silva's uncle who is ill.

1.2 Approval of Agenda

Move Item 10.2.1 to follow Item 4.1.

2010-51 -- It was *moved* by **M. da Silva** and *seconded* by **W. Buchholtz**:

THAT the agenda for March 29, 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 –L. Ervin indirect pecuniary interest with 10.2.2 in the in-camera session.

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 February 22, 2010

3.1.2 Items for Action from Previous Meeting of March 29, 2010

3.1.3 Staff Report of March 29, 2010

3.1.4 Board Policy IV 013 Leadership

- 3.1.5 Posting Trustee Expenses
- 3.1.6 Trustee Distribution for 2010 Election - removed to Item 7.5

2010-52 -- It was *moved* by **D. Blum** and *seconded* by **W. Buchholtz**:
THAT the minutes of February 22nd as amended be now approved. -- Carried by consensus

2010-53 -- It was *moved* by **D. Blum** and *seconded* by **J. Nairn**:
THAT the Consent Agenda, Board of Trustees as amended and the recommendations contained therein be now approved. --Carried by consensus

4. *Delegations/Presentations*

4.1 St. David Family of Schools

R. Boisvert introduced our guests John Klein, principal of St. Matthews, Laura Healy and Ana Watson, teachers and parent, Daniel Delattre and his son Samuel.

J. Klein chose tonight to highlight the Lego League one of the many extracurricular activities offered by staff at the school. Both Laura and Ana took the lead in setting up this league and he asked them to speak about this activity.

Laura thanked the Board for the opportunity to share the joy and excitement the Lego league has brought. They formed the league by selecting eight students from a group of 14 interested students, registered their team in September and then began to plan their project.

Samuel said the team made their decision to combine five different designs together to create their robot. Their project was called Smart Moves – a better way for transportation. They chose automobiles and through research and with outside professional support, decided to power their car with hydrogen. They presented their research to parents at the school and then invited other groups and principals to learn about this project before attending the competition. They won the Most Creative Project award. Samuel said being part of the league helped them to learn team skills, team spirit, and research skills. Laura said they also learned perseverance; trust in themselves and others, presentation and leadership skills and learning from failure and celebrating success.

Daniel said he was privileged to mentor these students. He said they learned that when faced with a big task and they are overwhelmed, they have to break it down into smaller areas to have success and work as a team.

The Chair on behalf of the Board, thanked our guests for presenting this evening.

5. *Ownership Linkage*

6. *Reports From Board Committees/Task Forces*

6.1 Governance Committee Meeting of March 3, 2010

J. Nairn – nothing further to be brought to the Board

6.2 Audit Committee Meeting

6.3 Vision of Inclusion Meeting of March 8, 2010

Nothing further to report.

6.4 Consultation Meeting of March 8, 2010

W. Buchholtz – nothing further to report.

6.5 Awards

6.6 Pastoral Care Team Meeting of March 10, 2010

D. Blum invited the Board of Trustees and senior administration and their spouses to a spring multicultural festival on May 14th or 15th. Staff will let the committee know if they will attend so the members will know if there is sufficient interest to proceed.

6.7 Trustee Budget

6.8 Parent Involvement Committee Report

6.9 Student Trustee Report

T. Slabon reported at the student presidents' meeting today they discussed the electoral process for incoming student trustees for next year. There is a lot of interest generated around this position which speaks well of the work N. Bigelow and T. Slabon have done. They are also planning promotion campaigns for Catholic Education Week.

They reviewed the expectations of student trustees and are looking over the policies that relate to their role and will bring to Governance whether the role is reflective.

7. Board Education

7.1 Student Trustee Involvement in Board Decision-making

Trustees further discussed the issue of separating student trustees' responses in the monitoring report summary. Trustees in agreement that student trustees will continue their participation in our discussions and defer the decision on student trustees completing the written monitoring reports until the next board meeting.

7.2 Trustee Telephone Log

Trustees in agreement to provide support to senior administration by completing the telephone log for all calls, and emails they receive.

7.3 OCSTA AGM Resolutions

Trustees reviewed the OCSTA AGM resolutions and are in agreement to support the recommendations for resolutions 1 – 9. They discussed resolutions 10-10 to 13-10 individually to provide direction for those attending the conference.

Resolution 10-10: Supporting Students with Complex Needs

2010-55 -- It was *moved* by **L. Ervin** and *seconded* by **D. Blum**:

THAT the Board of Trustees support this resolution – Carried by consensus

Resolution 11-10: Development of Expense Guidelines for OCSTA Staff and Trustee Members

THAT-56 -- It was *moved* by **L. Ervin** *seconded* by **W. Buchholtz**:

That the Board of Trustees support the recommendation. – Carried by consensus

Resolution 12-10: Change to OCSTA By-law re: Membership of School Authorities

2010-57 -- It was *moved* by **W. Buchholtz** and *seconded* by **M. da Silva**:

THAT the Board of Trustees support this resolution – Carried by consensus

Resolution 13-10: Change to OCSTA By-law re: Election of OCSTA Representative to CCSTA

2010-58 -- It was *moved* by **L. Ervin** and *seconded* by **W. Buchholtz**.

THAT the Board of Trustees support the recommendation – Carried by consensus

7.4 Trustee Budget Update

Trustees received the quarterly report.

7.5 Trustee Distribution for 2010 Election – pulled from Consent Agenda: Board

Trustees further discussed the trustee distribution for the 2010 election.

2010-59 -- It was *moved* by **M. da Silva** and *seconded* by **J. Nairn**:

THAT the Board of Trustees does not designate any low population areas for the 2010 school board election – No consensus.

In Favour: J. Nairn, W. Buchholtz, D. Blum, M. da Silva, M. Thomson Howell

Opposed: L. Ervin

MOTION CARRIED – vote of 5-1

2010-60 -- It was *moved* by **W. Buchholtz** and *seconded* by **J. Nairn**:

THAT the Board of Trustees approves the following trustee distribution for the 2010 school board election where the combined area of Cambridge/North Dumfries has 3.0 trustees; the combined are of Kitchener/Wilmot has 4.0 trustees; the combined are of Waterloo/Woolwich/Wellesley has 2.0 trustees -- No consensus

In Favour – J. Nairn, W. Buchholtz, D. Blum, M. da Silva, M. Thomson Howell

Opposed: – L. Ervin

MOTION CARRIED – vote of 5-1

2010-61 -- It was *moved* by **W. Buchholtz** *seconded* by **J. Nairn**:

THAT the Board of Trustees designates the municipalities of Cambridge, Kitchener, Waterloo as the lead municipality for the combined geographic areas attached to their municipality for the purpose of the school board election. -

Carried by consensus

8. *Policy Discussion*

8.1 Board Policy II 008 Role of the Chair

2010-62 -- It was *moved* by **J. Nairn** and *seconded* by **M. da Silva**:

THAT the Board of Trustees adopt revised Policy II 008 Role of the Chair with the additions of new items 8 and 9 ---

Carried by consensus

8.2 Board Policy II 003 Board Job Description

Trustees advised of new item 5 and recommended to bring this policy forward for next month.

8.3 Board Policy IV 008 Financial Conditions and Activities

Trustees reviewed the revisions to the policy brought forward from the Governance Committee and recommended to bring this policy forward for next month.

9. *Assurance of Successful Director of Education Performance*

9.1 Discussion of Governance Processes

Trustees discussed the need for further dialogue on the Governance processes and agreed to add this item to the Committee of the Whole in April.

9.2 Board Policy II 008 Chairperson's Role

2009-63 -- It was *moved* by **M. da Silva** and *seconded* by **D. Blum**:

*THAT the Board of Trustees has reviewed Policy II 008 Role of the Chair and finds itself in compliance -- **Carried by consensus***

9.3 Board Policy II 013 Cost of Governance

2009-64 -- It was *moved* by **J. Nairn** and *seconded* by **M. da Silva**:

*THAT the Board of Trustees has reviewed Policy II 013 Cost of Governance and finds itself in compliance with the exception of 1c -- **Carried by consensus***

9.4 Board Policy II 014 Trustee Expenses

2009-65 -- It was *moved* by **M. da Silva** and *seconded* by **D. Blum**:

*THAT the Board of Trustees accepts the monitoring report for Policy II 014 Trustee Expenses and finds itself in compliance--- **Carried by consensus***

9.5 Board Policy III 005 Monitoring CEO Performance

2009-66 -- It was *moved* by **W. Buchholtz** and *seconded* by **M. da Silva**:

*THAT the Board of Trustees accepts the monitoring report for Policy III 005 Monitoring CEO Performance and finds itself in compliance. --- **Carried by consensus***

9.6 Does the Board Want to Host a Pre-election Information Session for Potential Trustees?

Trustees support hosting an information session for potential trustees. Governance committee agreed to host the session and will come back with their recommendations.

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

10.1 Monitoring Reports & Vote on Compliance

10.1.1 Board Policy IV 002 Treatment of the Public

Trustees discussed provision 2 of the policy and agreed to send to the Governance committee with a request to incorporate in policy IV 010.

2010-67 -- It was moved by **M. da Silva** and seconded by **D. Blum**:
THAT the Board of Trustees finds the report IV 002 Treatment of the Public as non-compliant and remands the CEO to bring it back in September 2010. -- Carried by consensus

10.1.2 Board Policy IV 012 Communication & Counsel to the Board

Trustees discussed provisions 3, 4 and 5 and agreed with the need for further discussion.

2010-68 -- It was moved by **W. Buchholtz** and seconded by **M. da Silva**:
THAT the Board of Trustees accepts report IV 012 Communication & Counsel to the Board as being compliant with the exception of provisions 3, 4 and 5 where the Board will engage in further discussion -- Carried by consensus

10.1.3 Board Policy IV 006 Employee Compensation, Provision #3

2010-69 -- It was moved by **J. Nairn** and seconded by **D. Blum**:
THAT the Board of Trustees accepts the monitoring report on IV 006 Employee Compensation, provision #3 as non-compliant and looks for compliance in the next round of monitoring. -- Carried by consensus

10.2 Advice from the CEO

10.2.1 Ontario Finance Authority By-Law Approval – moved to follow agenda item 4

L. Isaac reported on the loan arranged through the Ontario Finance Authority which requires Board approval. The trustees were concerned with the short timelines to review and approve and were advised of delays by the OFA.

2010-54 -- It was moved by **L. Ervin** and seconded by **J. Nairn**:
THAT the Board of Trustees approve By-Law 2010-01 to authorize a loan from the Ontario Financing Authority in the principal amount of \$1,624,739 pursuant to a loan agreement made under section 12 of Ontario Regulation 466/7. This motion is deemed read three times-- Carried by consensus

10.2.2 Quarterly Financial Update

S. Maharaj presented the highlights of the report. Trustees asked for costs related to student recruitment for Visa students. S. Maharaj will bring back a report in May.

2010-70 -- It was moved by **M. da Silva** and seconded by **J. Nairn**:
THAT the Board of Trustees agree to extend the meeting by 15 minutes. -- Carried by consensus

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

10.2.3 School Year Calendar

B. Rodrigues identified Thursday Sept 2 as the Professional Activity day which is aligned with the public board.

2010-71 -- It was moved by **M. da Silva** and seconded by **L. Ervin**:
THAT the Board of Trustees approves the attached 2010-2011 School Year Calendar as presented by the Board as per Regulation 304 "School Year Calendar" -- Carried by consensus

10.2.4 Provincial Interest Regulation

Trustees received the report as information. Further information on implementation will be coming from the Ministry.

10.2.5 Annual Monitoring Cycle

R. Lawler reported on the process to collect data through surveys which would have an impact on the monitoring schedule for next year. Trustees reviewed the draft schedule and were advised it will be placed on the April agenda.

11. Potential Agenda Items

12. Announcements

12.1 – 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

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

- 12.2.1 April 1 Holy Thursday
- 12.2.2 April 2 Good Friday
- 12.2.3 April 4 Easter Sunday
- 12.2.4 April 5 Easter Monday
- 12.2.5 April 7 Governance Committee 6 p.m.
- 12.2.6 April 7 SEAC 7 p.m.
- 12.2.7 April 8 Budget Consultation, Employee Groups, CEC 6 pm.
- 12.2.8 April 12 Board Branding 5:30 p.m.
- 12.2.9 April 12 Vision of Inclusion 6 p.m.
- 12.2.10 April 12 Consultation 6 p.m.
- 12.2.11 April 14 Governance workshop
- 12.2.12 April 14 Budget Consultation, Mother Teresa CES 6:30 p.m.
- 12.2.13 April 16 Professional Activity Day – Elementary
- 12.2.14 April 19 Committee of the Whole
- 12.2.15 April 20 Budget Consultation, Blessed Kateri CES 6:30 pm.
- 12.2.16 April 26 Regular Board Meeting
- 12.2.17 April 27 Governance Workshop
- 12.2.18 April 27 Budget Consultation, Sir Edgar Bauer CES 6:30 pm.

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 board need
- 12.3.7 Board Policy IV 009 #5
- 12.3.8 Board Policy II 005
- 12.3.9 Board Policy IV 008 Broad statement and Provision #1
- 12.3.10 Board Policy IV 004 Inclusion of IV 002 components
- 12.3.11 Board Policy II 007 Provision #5

13. Items For Next Meeting Agenda

- 13.1 Board Policy IV 011 Emergency CEO Replacement

14. Adjournment – confirm decisions made tonight

The Recording Secretary confirmed the meeting decisions.

15. Motion to Adjourn

2010-72 -- It was *moved* by **M. da Silva** and *seconded* by **L. Ervin**:
THAT the meeting be now adjourned.

The meeting was adjourned by consensus at 9:17 p.m.

Chair of the Board

Secretary