Minutes

Committee of the Whole Meeting

A meeting of the Committee of the Whole was held on Monday, June 21, 2010 at the Waterloo Region Catholic Education Centre.

**Trustees Present:**
Wayne Buchholtz; Manuel da Silva; Louise Ervin; Fr. Robert Hétu; Judy Nairn; Marion Thomson Howell (Chair)

**Student Trustees Present:**
Nicole Bigelow; Thomas Slabon

**Administrative Officials Present:**
Roger Lawler; Rick Boisvert; Gerry Clifford; Manny Figueiredo; Shesh Maharaj; Bruce Rodrigues; Paul Tratnyek

**Special Resources For The Meeting:**
Dave Bennett

**Regrets:**
Denise Blum; Joseph Gowing; Greg Reitzel

**Recording Secretary:**
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 6:06 p.m.

1.1 -- **Opening Prayer & Memorials**

The opening prayer was led by F. R. Hétu, Board Pastoral team. Intentions were offered for staff at schools being transferred and for priests in the Region being transferred.

1.2 -- **Approval of Agenda**

2010-107 -- It was moved by M. da Silva and seconded by J. Nairn:

*THAT the agenda for June 21, 2010 be now approved. -- Carried by consensus.*

1.3 -- **Declaration of Pecuniary Interest**

1.3.1 From the current meeting – W. Buchholtz and L. Ervin declared an indirect pecuniary interest with “Motions 2 and 3” of the 2010-2011 School Year Budget; J. Nairn declared a conflict of interest with “Motion 1” of the 2010-2011 School Year Budget; and M. Thomson Howell declared an indirect pecuniary interest with “Motion 3” of the 2010-2011 School Year Budget. All declarations were made under Section 3 of the Municipal Conflict of Interest Act.

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 May 17, 2010
   - 3.1.2 Minutes of meeting of June 14, 2010
   - 3.1.3 Items for Action from Previous Meeting of June 21, 2010
   - 3.1.4 Minutes of Task Force on …

2010-108 -- It was *moved* by F. R. Hétu and *seconded* by W. Buchholtz:

*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 of June 2, 2010**
   J. Nairn advised Governance was asked to review policy and prepare a draft orientation plan. J. Nairn provided an overview of the pre-election/post-election plan for discussion and feedback from the trustees. The Chair would host the pre-election session offered in August. The orientation plan will come to the Board on June 28th for decision.

   6.2 **Pastoral Care Team Meeting of June 9, 2010**
   T. Slabon and Fr. R. Hétu presented a draft of a new closing prayer for Board meetings for consideration. The prayer retained elements from the current prayer using the new mission/vision statement and Ontario Catholic School Graduate Expectations. Trustees were advised Fr. C. Fedy was consulted regarding the modifications. A motion to adopt the closing prayer will be brought forward June 28th for decision.

7. **Board Education**

8. **Policy Discussion (Based on Annual Plan of Board Work)**

   8.1 **Board Policy IV 009, “Asset Protection”**
   Trustees discussed the change in language to Policy IV 009. It was suggested to modify some of the wording in provision #5 to read Provincial Supply Chain Management Guidelines. The revised policy will be placed in the consent agenda on June 28th.

   8.2 **Trustee Code of Conduct**
   Trustees discussed the Code of Conduct Consultation Paper received from OCSTA. The Ministry is looking for input by June 30th into the proposed provincial provisions for trustee codes of conduct, which will be put into place by regulation. M. Thomson Howell will submit trustees’ comments.

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

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

   10.1 **Monitoring Reports & Votes on Compliance**
   
   10.1.1 **Board Policy IV 007, “Budgeting”: 2010-2011 School Year Budget**
   Trustees had further opportunity to ask questions on the budget. R. Lawler advised there will be a revised Monitoring report on policy IV 007 in the June 28th agenda.
10.1.2 **Interim Financial Report – 3rd Quarter**
S. Maharaj reviewed the financial report with the trustees.

**10.2 Advice from the CEO**

**10.2.1 Declining Enrolment Study Update**
D. Bennett provided an update on the Declining Enrolment report presented to the trustees in June 2009. The report outlined several strategies. Trustees will receive a ratepayer profile report at the September board meeting.

**10.2.2 Early Learning Extended Day Fee**
R. Boisvert presented an update on the extended day component of the Early Learning Program. Registration return date for applications is June 25th. Costs associated with the extended day program will come to the board on June 28th for decision.

**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 Meeting

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

**13. Items For Next Meeting Agenda**

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

The recording secretary reviewed the decisions made tonight.

**15. Motion to Adjourn**

2010-109-- It was *moved* by M. da Silva and *seconded* by Fr. R. Hétu:

*THAT the meeting be now adjourned.*

The meeting was adjourned by consensus at 8:16 p.m.