

## Board of Trustees' Special Board Meeting

A special public meeting of the Board of Trustees was held on Monday, June 20, 2011 at the Waterloo Region Catholic Education Centre.

### **Trustees Present:**

Joyce Anderson; Wayne Buchholtz; Manuel da Silva (Chair); Janek Jagiellowicz; Anthony Piscitelli; Wendy Price; Peter Reitmeier; Greg Reitzel

### **Student Trustees Present:**

\*Anne Marie Hayman; \*Claire Matlock

\*left the meeting at 9:04 p.m.

### **Administrative Officials Present:**

Roger Lawler; Rick Boisvert; Gerry Clifford; Maria Ivankovic; Shesh Maharaj; Bruce Rodrigues; Paul Tratnyek

### **Special Resources For The Meeting:**

John Shewchuk; Arnie Wohlgemut

### **Regrets:**

Fr. Robert Héту; Fr. Fred Scinto

### **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 5:59 p.m.

#### **1.1 Opening Prayer & Memorials**

The opening prayer was led by Joan Harris and two students from St. Benedict. Intentions were offered for a student at St. Mary's whose father passed away, a student A.M. Hayman works with who had surgery and for all students writing their exams.

Joan Harris introduced the two students who will be leading prayer in song this evening. The song was created by students in their religion class and is entitled 'A Community of Faith'. Following prayer J. Harris, thanked the Foundation on behalf of the music department at St. Benedict for the money they received to purchase a guitar.

#### **1.2 Approval of Agenda**

Add items 10.1.1a Budget memo, 10.2.1 Accommodation Review Task Force and 10.2.2 Governance Coaching

**2011-112** -- It was *moved* by **A. Piscitelli** and *seconded* by **W. Price**:

*THAT the agenda for June 20, 2011 as amended be now approved. -- Carried by consensus.*

#### **1.3 Declaration of Pecuniary Interest**

- 1.3.1 From the current meeting – W. Buchholtz declared an indirect pecuniary interest with Item 10.1.1 as his son is a teacher; P. Reitmeier declared an indirect pecuniary interest with Item 10.1.1 as his wife is a supply teacher
- 1.3.2 From a previous public or in-camera meeting – NIL

2. Consent Agenda: Director of Education (e.g. operational matters from the Ministry of Education that the board is required to do; update on the system)

3. Consent Agenda: Board of Trustees (Minutes of meetings)

**3.1 Approval of Minutes of Regular and Special Meetings**

3.1.1 Minutes of Special Board Meeting of June 8, 2011

3.1.2 Minutes of Meeting of May 16 Committee of the Whole – removed to Item 6.8

3.1.3 Items for Action from Previous Meeting of June 20, 2011 – removed to Item 6.9

3.1.4 Staff Report of

**2011-113** -- It was *moved* by **G. Reitzel** and *seconded* by **P. Reitmeier**:

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

4. Delegations

5. Ownership Linkage (Communication with the External Environment related to Board's Annual Agenda: ownership communication)

6. Reports From Board Committees/Task Forces

**6.1 Audit Committee Meeting**

**6.2 Student Trustee Report**

**6.3 Trustee Budget Update of**

**6.4 Governance Committee Meeting of**

**6.5 Pastoral Care Team Meeting**

**6.6 Trustee Newsletter**

**6.7 SEAC**

**6.8 Item 3.1.2 pulled from Consent Agenda**

Item 10.2.2 from the minutes of May 16/11 to be revised adding motion by J. Anderson, seconded by P. Reitmeier to remain in the public meeting; replace the first line with the following statement - Questions were asked by trustees of the plan.

**6.9 Item 3.1.3 pulled from Consent Agenda**

J. Anderson requested the word previous be changed to in-camera.

**2011-114** -- It was *moved* by **W. Buchholtz** and *seconded* by **J. Anderson**:

*THAT the minutes of May 16<sup>th</sup> Committee of the Whole be approved as amended. -- Carried by consensus*

**2011-115** -- It was *moved* by **J. Anderson** and *seconded* by **P. Reitmeier**:

*THAT the actions from the previous in-camera meeting of June 20 be approved -- Carried by consensus*

7. Board Education (at the request of the Board)

**7.1 Presentation of Bright Link Projector Technology**

S. Quehl provided an overview of Information Technology Services and the Technology Plan Goals for 2011-12.

B. Rodrigues reported on the supporting data. S. Quehl reported on the three phases of the BrightLink project and the teacher in-service to be provided by the 21st Century Learning Consultant. Discussion on staff training to be added to the pending items for September 2011.

## 8. Policy Discussion (Based on Annual Plan of Board work)

## 9. Assurance of Successful Board Performance

### **9.1 Board Policy II 001 General Governance Commitment**

Trustees discussed the policy and agreed to send to the Governance committee to review several areas.

**2011-116--** It was *moved* by **G. Reitzel** and *seconded* by **W. Buchholtz**:

*THAT the Board of Trustees find Board Policy II 001 Global Governance Commitment in compliance. -- Carried by consensus*

### **9.2 Board Policy II 009 Board Committee Principles**

Trustees discussed the policy.

**2011-117--** It was *moved* by **P. Reitmeier** and *seconded* by **G. Reitzel**:

*THAT the Board of Trustees find Board Policy II 009 Board Committee Principles in compliance. -- Carried by consensus*

### **9.3 Board Policy II 010 Board Committee Structure**

**2011-118--** It was *moved* by **W. Price** and *seconded* by **P. Reitmeier**:

*THAT the Board of Trustees find Board Policy II 010 Board Committee Structure in compliance. -- Carried by consensus*

## 10. Assurance of Successful Director of Education Performance

### **10.1 Monitoring Reports & Vote on Compliance**

#### **10.1.1a Budget Memo**

Trustees discussed the budget approval process. As several of the trustees are new to the Board there was discussion on whether there is a need for professional development on monitoring policy under the current policy governance model.

#### **10.1.1 Questions of Clarification on 2011-12 School Year Budget**

M. da Silva reported trustees were asked to submit questions of clarification on the budget to staff following the budget presentation at the June 8/11 Board meeting. S. Maharaj briefly reviewed the questions and responses.

**2011-119--** It was *moved* by **W. Buchholtz** and *seconded* by **A. Piscitelli**:

*THAT the meeting be extended by 45 minutes.*

*The meeting was extended at 8:55 p.m. – Carried by consensus*

The meeting recessed at 8:56 pm.

The meeting resumed at 9:04 p.m.

C. Matlock and A.M. Hayman left the meeting at 9:04 p.m.

S. Maharaj continued reviewing the questions and answers allowing for further discussion by trustees.

A. Piscitelli to submit notice of motion for the June 27/11 Board of Trustees agenda regarding the use of reserves for the 2011-2012 Budget.

#### **10.1.2 Board Policy IV 007, Budget Monitoring Report**

Trustees agreed by consensus to defer the monitoring report to the June 27<sup>th</sup> meeting.

### **10.2 Advice from the CEO**

#### **10.2.1 Accommodation Review Task Force (and other Committees)**

R. Lawler to provide changes to legalities concerning the number of trustees in attendance and participating at a task force or committee meeting.

### **10.2.2 Governance Coaching**

Trustees were advised M. da Silva and A. Piscitelli will be attending the International Policy Governance Association conference. There will be further dialogue on the needs of governance coaching.

## 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):**

### **12.3 Pending Items:**

- 12.3.1 Msgr. Gleason – surplus to our needs
- 12.3.2 Living Wage (AP)
- 12.3.3 Definition of Equity – Guiding Principles (AP)
- 12.3.4 Risk Management – discussion
- 12.3.5 Follow-up to Treatment of Staff Survey
- 12.3.6 Community Involvement in Local Schools (Facilities Process)

### **12.4 Pending Items for OCSTA Consideration**

- 12.4.1 Special Education Funding
- 12.4.2 Funding for Supervised Alternative Learning
- 12.4.3 Long Term Financing to keep up with School Maintenance

## 13. Items for the Next Meeting Agenda

## 14. Adjournment – Confirm decisions made tonight. Closing Prayer

The Recording Secretary confirmed the meeting decisions.

## 15. Motion to Adjourn

**2011-120--** It was *moved* by **W. Price** and *seconded* by **P. Reitmeier**:  
*THAT the meeting be now adjourned.*

The meeting was adjourned by consensus at 9:23 p.m.

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Chair of the Board

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Secretary