

Board of Trustees' Meeting

A public meeting of the Board of Trustees was held on Monday, September 26, 2011 at the Waterloo Region Catholic Education Centre.

Trustees Present:

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

Student Trustees Present:

Colin Whaley

Administrative Officials Present:

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

Special Resources For The Meeting:

Regrets:

Marcus Cardoso; Fr. Fred Scinto; John Shewchuk; 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 Fr. R. Héту, Board Pastoral Team. Intentions were offered in thanksgiving for B. Rodrigues and to keep him in our prayers; keep the priests of the Diocese in our prayers.

1.2 Approval of Agenda

Item 3 Consent Agenda changes: Minutes of Board meeting of Sept 6, 2011, Items for Action from previous in-camera meeting of Sept 26/11, and Staff report of Sept 26/11; add Item 4.1 Facility Card and Item 4.2 Comment from the Chair; move Item 10.2.5 to 10.2.2

2011-144 -- It was *moved* by **W. Buchholtz** and *seconded* by **Fr. R. Héту**:

THAT the agenda for September 26, 2011 as amended be now approved. --- **Carried by consensus.**

1.3 Declaration of Pecuniary Interest

1.3.1 From the current meeting – A. Piscitelli and G. Reitzel declared a conflict of interest with 10.2.2 as they are members of OMERS

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 Board Meeting of September 6, 2011
- 3.1.2 Items for Action from previous In-camera Meeting of September 26, 2011
- 3.1.3 Staff Report of September 26, 2011

2011-145 -- It was *moved* by **Fr. R. Héту** 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

4.1 Facility Card

R. Lawler advised the business cards have a phone number to call for service if there are any issues with facilities. The number is active 24 hours, seven days a week.

4.2 Comment from the Chair

The Chair thanked Bruce Rodrigues for his 25 years of service with the Board and for his expertise. He wished him all the best in his new role as Director of Education for the Toronto Catholic District School Board.

B. Rodrigues said he was deeply indebted to the board for his formation as an educator and a leader. He is grateful and thanked R. Lawler for providing him with all the opportunities to grow as a leader.

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 Student Trustee Report

No student report.

6.2 Trustee Budget Quarterly Update

M. da Silva presented the quarterly report for information.

6.3 Governance Committee Meeting

6.4 Pastoral Care Team Meeting

6.5 Trustee Newsletter Meeting of September 12, 2011

There was discussion on trustee interest in having articles/comments placed in the Kitchener Citizen's monthly publication. Trustees in agreement all articles/comments would go to the Trustee Newsletter Committee, then placed on the agenda of the Board of Trustees as minutes for approval and then sent to the newspaper on behalf of the Board of Trustees. A. Piscitelli to approach the Kitchener Citizen to see if they are interested in publishing articles/comments from the trustees.

6.6 SEAC

6.7 Audit Committee Meeting

6.8 Trustee Newsletter

6.9 Elementary/Secondary Pathways Task Force

6.10 Accommodation Review Task Force of September 12/11

Trustees discussed the process for minutes of committee meetings. R. Lawler to put all committee minutes in the consent agenda for approval and action items will be listed in item 6.

6.11 OCSTA AGM Resolutions and Trustee Award of Merit

Trustees were asked to submit suggestions/ideas for resolutions to W. Buchholtz. Draft resolutions will be on the Nov 21st Committee of the Whole agenda for discussion and to finalize the wording.

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

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

9. Assurance of Successful Board Performance

9.1 Board Policy II 002 Governing Style

Trustees discussed the policy for compliance.

2011-146-- It was *moved* by **W. Buchholtz** and *seconded* by **Fr. R. Héту**:

THAT the Board of Trustees find Board Policy II 002 Governing Style in compliance. --- Carried by consensus

9.2 Board Policy III 006 CEO Compensation & Benefits

Trustees discussed the policy for compliance.

2011-147-- It was *moved* by **W. Buchholtz** and *seconded* by **P. Reitmeier**:

THAT the Board of Trustees find Board Policy III 006 CEO Compensation & Benefits in compliance. --- Carried by consensus

10. Assurance of Successful Director of Education Performance

10.1 Monitoring Reports & Vote on Compliance

10.1.1 Board Policy IV 002 Treatment of the Public

R. Lawler advised April was the first time we did this type of survey. School boards are required to administer the survey for all parents to respond to.

2011-148-- It was *moved* by **Fr. R. Héту** and *seconded* by **P. Reitmeier**:

THAT the Board of Trustees accepts Board Policy IV 002 Treatment of the Public where the CEO has indicated non compliance for the operational definition, provision 2, 3 and 4, excuses the CEO until the next monitoring schedule. In the interim the CEO will have follow-up discussion with trustee Piscitelli on models for the next monitoring schedule February 2012. --- Carried by consensus

10.1.2 Board Policy IV 013 Leadership

Trustees discussed any concerns with the policy provisions.

2011-149-- It was *moved* by **W. Buchholtz** and *seconded* by **G. Reitzel**:

THAT the Board of Trustees find Board Policy IV 013 Leadership as providing a reasonable interpretation and adequate evidence of compliance for all policy provisions with the exception of provision #6 and request this policy provision be referred to a future meeting of the Board for discussion on values and worries.. --- Carried by consensus

10.2 Advice from the CEO

10.2.1 Ontario Financing Authority Approval

S. Maharaj provided the report for trustees to review and clarify any questions they may have.

2011-150-- It was *moved* by **Fr. R. Héту** and *seconded* by **J. Anderson**:

THAT the Board of Trustees approve By-Law 2011-02 to authorize a loan from the Ontario Financing Authority in the principal amount of \$9,928,803 pursuant to a loan agreement made in compliance with section 12 of Ontario Regulation 45/10 "Borrowing for Permanent Improvements: Issuance of Debentures". ---Carried by consensus

10.2.2 Use of Adult and Continuing Education Accumulated Reserve

Trustees were advised it was determined individuals were eligible for pension. A.Piscitelli and G. Reitzel declared a pecuniary interest as they are members of OMERS. They left the meeting at 7:46 p.m. Legal advice was sought to ensure we are following the process correctly.

A.Piscitelli returned at 7:48 p.m.

J. Anderson left the meeting at 7:48 p.m.

2011-151-- It was *moved* by **W. Buchholtz** and *seconded* by **P. Reitmeier**:

THAT Administration be permitted to use up to \$800,000 of the Accumulated Surplus for Continuing Education to cover off pension obligations. ---Carried by consensus

J. Anderson and G. Reitzel returned at 7:51 p.m.

10.2.3 EQAO Results 2010-11

B. Rodrigues provided the highlights. Schools are networked to provide support. In the past five years there has been an increase in grade 3 reading and writing. Mathematics will be the focus for improvement.

10.2.4 Board Improvement Plan

B. Rodrigues highlighted the key piece of the Board Improvement Plan which is the School Effectiveness Framework. The focus is on instruction, learning and assessment when constructing the board Improvement Plan.

10.2.5 Full Day Learning – Overview of Ministry Direction

R. Boisvert provided an update on the full day learning program now in year 2. The Ministry has amended legislation to allow school boards to enter into long-term agreements with third parties to operate the before and after school programs. In year 3 it will be the first time programs will be in schools were there are existing day care centres.

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 Sept 28 6 p.m. Catholic Parent Involvement Committee
- 12.2.2 Sept 29 6 p.m. Diocesan Annual Education Mass, Hamilton
- 12.2.3 Sept 30 9 a.m. System Faith Day, Waterloo Rec Centre
- 12.2.4 Oct 3 5 p.m. Pastoral Care Team
- 12.2.5 Oct 3 7 p.m. Youth Leadership Conference, Centre in the Square
- 12.2.6 Oct 4 6 p.m. Audit Committee
- 12.2.7 Oct 5 7 p.m. SEAC
- 12.2.8 Oct 6 Provincial Election
- 12.2.9 Oct 10 Thanksgiving
- 12.2.10 Oct 11 7 p.m. Resurrection CSS Graduation
- 12.2.11 Oct 11 7 p.m. St. David CSS Graduation
- 12.2.12 Oct 18 9:30 a.m. Regional OCSTA Meeting, Kitchener (CEC)
- 12.2.13 Oct 19 6 p.m. Catholic Parent Involvement Committee
- 12.2.14 Oct 20 7 p.m. St. Mary's Graduation
- 12.2.15 Oct 24 6 p.m. Regular Board Meeting
- 12.2.16 Oct 28 7 p.m. St. Benedict CSS Graduation

Manuel added Sept 27 and Oct 13 sessions with Marion and Sue.

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)
- 12.3.7 Supporting the use of data (Bruce)
- 12.3.8 BrightLink Technology (Patrick Eby)
- 12.3.9 Board of Trustees discussion on Governance
- 12.3.10 Process for identifying EAs needs to serve students
- 12.3.11 Use of reserves
- 12.3.12 Board Policy IV 003 “Treatment of Students”
- 12.3.13 Graduation Messages

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

2011-152-- It was *moved* by **W. Price** and *seconded* by **P. Reitmeier**:
THAT the meeting be now adjourned.
The meeting was adjourned by consensus at 8:49 p.m.

Chair of the Board

Secretary