

Board of Trustees' Meeting

A public meeting of the Board of Trustees was held on Monday, January 30, 2012 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

* arrived at 6:04 pm.

Student Trustees Present:

Administrative Officials Present:

Roger Lawler; Rick Boisvert; Gerry Clifford; Derek Haime; Maria Ivankovic; Shesh Maharaj; Paul Tratnyek

Special Resources For The Meeting:

John Shewchuk

Regrets:

Fr. Robert Héту; Fr. Fred Scinto; Marcus Cardoso; Colin Whaley

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 6:03 p.m.

1.1 Opening Prayer & Memorials

The opening prayer was led by M. da Silva, Board Pastoral Team. Intentions were offered for the students at St. Agatha whose father passed away, and for Don Drone's (Director of Wellington CDSB) mother who passed away. J. Anderson arrived at 6:04 p.m.

1.2 Approval of Agenda

Move Items 10.2.3, 10.2.4 and 10.2.5 to follow delegations

2012-24 -- It was *moved* by **J. Jagiellowicz** and *seconded* by **W. Buchholtz**:

THAT the agenda for January 30, 2012 as amended be now approved. --- Carried by consensus.

1.3 Declaration of Pecuniary Interest

- 1.3.1 From the current meeting – A.Piscitelli declared a conflict of interest based on independent legal counsel with Items 4.1 – 4.6 Extended Day Delegations, Item 10.2.3 Child Care Rate for 2012-13, Item 10.2.4 Child Care Consultation Update and 10.2.5 Extended Day Delivery Model 2012 as he is an employee of the Region of Waterloo
- 1.3.2 From a previous public or in-camera meeting – NIL

2. Consent Agenda: Director of Education (e.g. day-to-day operational matters from the Ministry of Education that the board is required to do)

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 December 12, 2011
- 3.1.2 Minutes of Special Board Meeting December 19, 2011
- 3.1.3 Items for Action from previous In-camera Meeting of January 30, 2012
- 3.1.4 Staff Report of January 24, 2012
- 3.1.5 Linkages Meeting of January 16, 2012
- 3.1.6 Governance Committee meeting of December 19, 2011
- 3.1.7 Governance Committee meeting of January 16, 2012
- 3.1.8 Elementary/Secondary Pathways Task Force of
- 3.1.9 SEAC Minutes – posted on board web page
- 3.1.10 CPIC Minutes – posted on board web page
- 3.1.11 SEAC Membership report – **pulled from consent agenda to item 6.5**
- 3.1.12 Notice of Motion to Refer IV 007 and IV008 to Governance

2012-25 -- It was *moved* by **W. Buchholtz** and *seconded* by **J. Anderson**:

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

4 Delegations

Extended Day Program:

4.1 Katrina Arevalo

Katrina has a son at St. Elizabeth. She thanked R. Boisvert for his presentation on the extended day program that parents found very helpful. She feels more dialogue is needed for what a typical day would be. Her concerns are that fees would be higher than her current day care provider. She feels there is a need for a guaranteed program from ages 0 – 12 and asked trustees to consider keeping the third party providers.

4.2 Terry Bordman

Terry has two daughters currently in the YMCA program and is happy with the care his daughters receive. He feels there has been miscommunication as parents were not sure if third party providers would be allowed to stay.

4.3 Renee Kraft

Renee advised they are happy with the care their son receives at the day care at Blessed Kateri. Her concerns are the higher rates and wanted to know what the program would look like. She felt more dialogue was needed.

4.4 Jim McIntrye

Was not here to present.

4.5 Tracy Datz

Tracy felt removing the day care provider would eliminate summer care. She feels the fee would be higher and no care would be provided beyond age seven. She felt the board should be providing open forums so parents could provide their day care needs.

4.6 John Haddock

John Haddock was presenting tonight on behalf of the early learning consortium. He spoke about the third party providers who deliver programs servicing our schools. He was asking for consultation on the extended day program as they felt they could be part of the solution.

10.2.3. Extended Day Program Fee 2012-13

R. Boisvert advised Boards are required to offer a before and after program or ensure that a third party provider offers a program for children enrolled in schools where the full-day early learning kindergarten program has been implemented. Fees are charged on a cost recovery basis. Boards are required to set the fees and approve them at a regular Board of Trustees' meeting. Trustees asked questions of clarification and agreed to come back to the approval of the recommendations after listening to the reports on Child Care Consultation Update and the Extended Day Delivery Model 2012.

10.2.4 Child Care Consultation Update

Rick provided an overview of the background. In September 2012 there will be 22 schools offering full day learning programs including four schools with co-located child care centres. Consultations sessions are occurring in all 45

elementary schools inviting parents to received information about the full-day learning and extended day programs. Surveys were distributed to parents and the information compiled to be used to determine viability of the extended day programs. All school council sessions were open to the public and feedback was welcomed. Parents were asked to provide feedback on what they valued and what their concerns were with respect to both programs.

10.2.5 Extended Day Delivery Model 2012

R. Boisvert reported through School Council consultation sessions in all 45 elementary schools information was collected from parents pertaining to their interest and preferences with respect to the extended day and/or third party programs. A summary of the feedback collected at these consultations will be provided at the February Board meeting. He provided an overview of Board-operated Extended Day Programs and Extended Day Programs by Third Party Providers. Currently WCDSB does not have existing third party agreements for the provision of before and after school programs and it would be necessary to issue a Request for Proposal for the selection and award of program provision agreements. Equity of access, equity of quality and continuity of program guided plans for the delivery of the extended day program in the WCDSB. There was discussion on further consultation with parents.

2012-26 -- It was *moved* by **J. Jagiellowicz** and *seconded* by **J. Anderson**:

THAT the Catholic School Board Administration conduct public meetings with the Catholic School Ratepayers for the purpose of consultation and dialogue regarding the Extended care program and the program's adaptation and implementation.

There was discussion on amending the wording to the motion.

2012-27 -- It was *moved* by **G. Reitzel** and *seconded* by **P. Reitmeier**:

THAT the original motion by J. Jagiellowicz and seconded by J. Anderson be deferred. Trustees agreed to add to the next Linkages agenda in February discussion on the best way to consult and dialogue with respect to the extended day program. It will be brought back to the Board of Trustees at the February Committee of the Whole. – Carried by consensus

A. Piscitelli abstained from voting on the motion due to declared conflict of interest.

2012-28 -- It was *moved* by **G. Reitzel** and *seconded* by **W. Buchholtz**:

THAT the Board of Trustees approve a Daily Base Fee for Extended Day Programs not to exceed \$22.50 per day; and

THAT the Board of Trustees approve a Daily Base Fee for Full-Day Programs on Professional Activity Days and school holidays not to exceed \$45.00 per day – Carried by consensus

A. Piscitelli abstained from voting on the motion due to declared conflict of interest.

2011-29 -- It was *moved* by **W. Buchholtz** and *seconded* by **J. Jagiellowicz**:

THAT the Board of Trustees agreed to extend the meeting for one hour and adjust the agenda if necessary. – Carried by consensus

The meeting was extended at 8:47 p.m.

The meeting recessed at 8:47 p.m.

The meeting resumed at 8:58 p.m.

The Chair advised items 10.2.1 and 10.2.2 would be next on the agenda followed by 6.2, 6.3, 6.4, 6.5, 10.1.7 and 10.1.8

5 Ownership Linkage (Communication with the External Environment)

6 Actions From Board Committees/Task Forces

6.1 Student Trustee Report – no report

6.2 CPIC Update (9:18 p.m.)

P. Reitmeier provided an update. The members received a presentation from Block parent, the nutrition policy in schools and there was discussion around school council handbook.

6.3 Governance Committee – Actions from meeting (9:19 p.m.)

G. Reitzel reviewed each of the committee's recommendations for approval.

2012-30 -- It was *moved* by **W. Buchholtz** and *seconded* by **J. Anderson**:

THAT the Board of Trustees approves the change to Policy IV 010 Facilities/Accommodations by adding a new #7 that states "Fail to follow the Pupil Accommodation Review Process Procedures dated November 14, 2011. ---

Carried by consensus

2012-31 -- It was *moved* by **W. Buchholtz** and *seconded* by **A. Piscitelli**:

*THAT the Board of Trustees approves the change to Policy II 003 Board Job Description by amending the opening sentence to read: "The work of the board is to serve as trustees for the Catholic ratepayers of Waterloo Region in Determining and ensuring appropriate organizational performance **within the legal requirements of the Province of Ontario**" --- **Carried by consensus***

2012-32 -- It was *moved* by **G. Reitzel** and *seconded* by **J. Anderson**:

*THAT the Board of Trustees approves the change to Policy II 004 Delegation to the CEO by amending the policy statement to read: "The board will instruct the CEO through written policies which prescribe the organizational Ends to be achieved, and describe organizational situations and actions to be avoided, allowing the CEO to use any reasonable interpretation of these policies **within the legal requirements of the Province of Ontario**" --- **Carried by consensus***

2012-33 -- It was *moved* by **W. Buchholtz** and *seconded* by **G. Reitzel**:

*THAT the Board of Trustees want Board Policy II 005 Consultation to be reviewed by the entire board with respect to what are the values and worries of the board with respect to this policy. --- **Carried by consensus***

6.4 Linkages Committee – Actions from meeting (9:24 p.m.)

W. Buchholz advised the Linkages Committee recommended two presentations for school council visits. Trustees agreed to choose Issues Facing the Board. The Linkages committee will prepare the outline and come back to the Committee of the Whole February 21st.

6.5 SEAC Membership Update pulled from consent (9:46 p.m.)

A. Piscitelli requested information on representation from the mental health sector on the committee. G. Reitzel advised invitations will be sent inviting agencies to attend meetings as the past representative stepped down. Lutherwood, KidsLink and Self-Help Alliance were suggested as agencies to contact.

7 Board Education (at the request of the Board)

8. Policy Discussion

9. Assurance of Successful Board Performance – deferred to Special Board of Trustees meeting in February

9.1 Board Policy II 006 Celebration of Excellence

9.2 Is There a Need to Review the Policy?

9.3 Board Policy III 002 Unity of Control

9.4 Is There a Need to Review the Policy?

10. Assurance of Successful Director of Education Performance

10.1 Monitoring Reports & Vote on Compliance

10.1.1 Board Policy IV 005 Hiring/Promotions deferred to Special Board of Trustees meeting in February

10.1.2 Is There a Need to Review the Policy? deferred to Special Board of Trustees meeting in February

10.1.3 Board Policy IV 010 Accommodations deferred to Special Board of Trustees meeting in February

10.1.4 Is There a Need to Review the Policy? deferred to Special Board of Trustees meeting in February

10.1.5 Board Policy I 001 Ends – Broad and # 1a Provisions deferred to Special Board of Trustees meeting in February

10.1.6 Is There a Need to Review the Policy? deferred to Special Board of Trustees meeting in February

10.1.7 Board Policy IV 008 – Quarterly Financial Report (9:47 p.m.)

S. Maharaj presented the quarterly financial report. Trustees were advised the enrolment was less than projected in the June budget and staffing levels have increased. To offset these two items \$2,000,000 has been reduced from department and program budgets and a further \$1,500,000 from staff layoffs and terminations. We are still projecting a \$795,000 deficit. Staff has reviewed our financial situation and actions to date with the Director of Business and Finance and they are satisfied we are taking actions to balance the budget. They have requested that the next budget be balanced.

2011-34 -- It was *moved* by **A. Piscitelli** and *seconded* by **P. Reitmeier**:

THAT the Board of Trustees agreed to extend the meeting by 30 minutes – carried by consensus

The meeting was extended at 9:58 p.m.

Trustees asked questions. A subsequent report will be brought back to the March Board meeting.

10.1.8 Board Reserve Reallocation (10:09 p.m.)

S. Maharaj reviewed each of the requests of reallocation of reserves. Trustees discussed and agreed to have the Audit Committee review the report and will defer approval of recommendations 1 – 9.

Recommendation:

1. That Administration be given permission to use up to \$596,496 from the WSIB surplus to service potential WSIB costs.
2. That Administration be given permission to reclassify \$4,109,941 from the Pupil Accommodation Debt Reserve into a capital surplus intended to offset depreciation from projects not financed by the Ministry of Education.
3. That Administration be given permission to use \$685,490 from the Operations/Working Funds surplus towards the current year deficit.
4. That Administration be given permission to transfer \$589,267 from the Network Infrastructure surplus to the Operations/Working Funds surplus and further to this, that Administration be given permission to use the \$114,510 towards the current year deficit, if required.
5. That Administration be given permission to transfer \$200,000 from the Resource Development surplus to the Operations/Working Funds surplus.
6. That Administration be given permission to use \$173,351 from deferred revenues on eligible expenses for Special Education Equipment Amount.
7. That Administration be given permission to use \$2,887,802 from deferred revenues on eligible expenses related to Ministry programs/initiatives.
8. That Administration be given permission to use up to \$81,788 from deferred revenues on eligible expenses related to Accessibility for Special Ed students.
9. That Administration be given permission to use up to \$532,871 from deferred revenues on eligible expenses related to Energy Efficient Schools.

10. That Administration be given permission to use \$800,000 from the Proceeds of Disposition reserve to purchase the port-a-pack units at St. Mary's and St. Brigid.

2012-35 -- It was *moved* by **P. Reitmeier** and *seconded* by **G. Reitzel**:

THAT the Board of Trustees approves Administration's request to use \$800,000 from the Proceeds of Disposition reserve to purchase the port-a-pack units at St. Mary's and St. Brigid. – carried by consensus

10.2 Advice from the CEO

10.2.1 Children in School Who Take Insulin (followed the recess at 8:58p.m.)

R. Boisvert advised a plan is developed at the schools and staff is made aware of what the symptoms are and what the response is. Testing is not the responsibility of school or staff. Each child would have their own plan at the school.

10.2.2 Bell Time Consultation/Survey Results (9:06 p.m.)

S. Maharaj provided an update on the bell time consultation and web-based survey. Two consultation sessions were held January 16 and 17 and another session will be offered at St. Nicholas on February 7. He provided an overview of the issues identified through the survey at elementary and secondary. A full report will come to the Board on February 27. Trustees requested further information on the studies done for secondary students beginning school later in the morning.

10.2.3 Extended Day Program Fee 2012-13 moved to follow delegations

10.2.4 Child Care Consultation Update moved to follow delegations

10.2.5 Extended Day Delivery Model 2012 moved to follow delegations

11. Potential Agenda Items

11.1 Trustee Inquiry Report from the CEO deferred to Special Board meeting in February

11.2 Shared Concerns deferred to Special Board meeting in February

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 Jan 31, 6 p.m. Elementary/Secondary Pathways
- 12.2.2 Feb 1, 7 p.m. SEAC
- 12.2.3 Feb 6, 5 p.m. Trustee/Sir Admin Retreat Resurrection Centre
- 12.3.4 Feb 21, 6 p.m. Committee of the Whole
- 12.3.5 Feb 27, 6 p.m. Regular Board Meeting

12.3 Pending Items:

- 12.3.1 Msgr. Gleason – surplus to our needs
- 12.3.2 Definition of Equity – Guiding Principles (AP)
- 12.3.3 Community Involvement in Local Schools (Facilities Process)
- 12.3.4 Supporting the use of data
- 12.3.5 BrightLink Technology (Patrick Eby)
- 12.3.6 Use of reserves
- 12.3.7 Board Policy IV 003 “Treatment of Students”
- 12.3.8 Provision of Care for Students Taking Insulin
- 12.3.9 Trustee Telephone Log

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

No items identified for the next meeting.

14. Adjournment – Confirm decisions made tonight. Closing Prayer

The Recording Secretary confirmed the meeting decisions.

15. Motion to Adjourn

2012-36-- It was *moved* by **W. Price** and *seconded* by **J. Anderson**:

THAT the meeting be now adjourned.

The meeting was adjourned by consensus at 10:30 p.m.

Chair of the Board

Secretary