

## Board of Trustees' Meeting

A public meeting of the Board of Trustees was held on Monday, February 27, 2012 at the Waterloo Region Catholic Education Centre.

### Trustees Present:

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

\*attended electronically

### Student Trustees Present:

Marcus Cardoso

### Administrative Officials Present:

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

### Special Resources For The Meeting:

Fr. Fred Scinto

### Regrets:

Wayne Buchholtz; John Shewchuk; 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 6:07 p.m.

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

The opening prayer was led by M. Cardoso, Board Pastoral Team. Intentions were offered for R. Lawler on his retirement as Director of Education, prayers for the family of Helen Dunat, an EA at St. Teresa (K) who passed away, and prayers for the victims of the GO train accident.

### **1.2 Approval of Agenda**

Items 3.1.10 to 3.1.12 changed to receipt with no approval; add item 3.1.13 SEAC Membership Update for approval; and delete Item 10.1.1 Is There a Need to Review Policies IV 005, IV010, I 001

**2012-45** -- It was *moved* by **J. Jagiellowicz** and *seconded* by **G. Reitzel**:

*THAT the agenda for February 27, 2012 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 – 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 January 30, 2012

3.1.2 Items for Action from previous In-camera Meeting of February 27, 2012

- 3.1.3 Staff Report of February 23, 2012
- 3.1.4 Linkages Meeting of February 13, 2012
- 3.1.5 Governance Committee meeting of December 19, 2011
- 3.1.6 Elementary/Secondary Pathways Task Force of January 31/12
- 3.1.7 SEAC Minutes – posted on board web page
- 3.1.8 CPIC Minutes – posted on board web page
- 3.1.9 Board Policy IV 005 Hiring/Promotions
- 3.1.10 Board Policy IV 010 accommodations
- 3.1.11 Board Policy I 001 Ends: Broad and Provision 1 (a)
- 3.1.12 SEAC Membership Report

**2012-46** -- It was *moved* by **P. Reitmeier** and *seconded* by **G. Reitzel**:  
*THAT the Consent Agenda Board of Trustees and the recommendations contained therein be now approved. ---*  
**Carried by consensus**

## **4 Delegations**

## **5 Ownership Linkage (Communication with the External Environment)**

## **6 Actions From Board Committees/Task Forces**

### **6.1 Student Trustee Report**

M. Cardoso advised the Council of Student reps met to continue discussion on the board wide event. The student trustees will bring the information back to the Board.

### **6.2 CPIC Update**

P. Reitmeier advised there was no meeting in February.

### **6.3 Linkages Committee – slides from meeting of Feb 21st**

A.Piscitelli advised the slides are very self-explanatory. Trustees were asked to email their notes following school council visits to Vikki Zabel to collate. Trustees forwarded information to J. Shewchuk for the Trustee newsletter.

### **6.4 Audit Committee - Recommendations**

A.Piscitelli presented the Audit Committee recommendations for approval.

**2012-47** -- It was *moved* by **A. Piscitelli** and *seconded* by **J. Anderson**:  
*THAT the Board of Trustees approved the Audit Committee's recommendation that Reserves be approved as recommended in the January 30, 2012 report.*

G. Reitzel made an amendment to the wording to include: with the exception of recommendation #10 which was approved at the January 30<sup>th</sup> board meeting.

The amended motion will now read:

*THAT the Board of Trustees approved the Audit Committee's recommendation that Reserves be approved as recommended in the January 30, 2012 report with the exception of recommendation #10 which was approved at the January 30<sup>th</sup> board meeting. --- Carried by consensus*

**2012-48** -- It was *moved* by **A. Piscitelli** and *seconded* by **G. Reitzel**:  
*THAT the Board of Trustees approved the revised Audit Committee Terms of Reference as presented. --- Carried by consensus*

With the revision to the Audit Committee terms of reference there will only be two external community members on the committee. The committee felt that a third external member is needed and would like to add this to 12.4 Pending Items for OCSTA Consideration.

## **7 Board Education (at the request of the Board)**

### **7.1 Bell Times – process**

Trustees discussed decisions that are approved by trustees and decisions made by administration that are operational. There was discussion on the interpretation of Bill 177 and trustees agreed to have a lawyer present

when discussing the role of the trustees and administration. This will be added to the pending items. M. da Silva will contact the lawyer when appropriate.

## **7.2 Core Values**

Trustees agreed to have copies of the core values available to refer to as we move into budget discussions.

## **8. Policy Discussion**

### **9. Assurance of Successful Board Performance**

#### **9.1 Board Policy II 007 Board Members' Code of Conduct**

Trustees discussed reviewing this policy in-camera.

**2011-49** -- It was *moved* by **G. Reitzel** and *seconded* by **Fr. R. Héту**:

*THAT the Board of Trustees agreed to move Board Policy II 007 Board Members to the March 19<sup>th</sup> in-camera session for discussion. --- Carried by consensus*

#### **9.2 Is There a Need to Review the Policy?**

Trustees in agreement to have Policy II 007 reviewed for compliance annually at an in-camera session. The policy will be sent to Governance Committee for revision.

#### **9.3 Board Policy III 003 Accountability of the CEO**

Trustees discussed the policy for compliance.

**2011-50** -- It was *moved* by **A. Piscitelli** and *seconded* by **J. Jagiellowicz**:

*THAT the Board of Trustees find Board Policy III 003 Accountability of the CEO in compliance. --- Carried by consensus*

#### **9.4 Is There a Need to Review the Policy?**

No need to review this policy.

#### **9.5 Board Policy III 004 Delegation to the CEO**

Trustees discussed the policy for compliance.

**2011-51** -- It was *moved* by **J. Jagiellowicz** and *seconded* by **Fr. R. Héту**:

*THAT the Board of Trustees find Board Policy III 004 Delegation to the CEO in compliance. --- Carried by consensus*

#### **9.6 Is There a Need to Review the Policy?**

No need to review

#### **9.7 Board Policy II 006 Celebration of Excellence**

Trustees discussed the policy for compliance.

**2011-52** -- It was *moved* by **Fr. R. Héту** and *seconded* by **J. Anderson**:

*THAT the Board of Trustees find Board Policy II 006 Celebration of Excellence in compliance. --- Carried by consensus*

#### **9.8 Is There a Need to Review the Policy?**

No need for further review.

#### **9.9 Board Policy III 002 Unity of Control**

Trustees in agreement to defer decision on Policy III 002 until after discussion on Policy II 007 at the March 19<sup>th</sup> in-camera meeting.

#### **9.10 Is There a Need to Review the Policy?**

The decision will be made at March 19<sup>th</sup> C of Whole if there is a need to review.

### **10. Assurance of Successful Director of Education Performance**

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

##### **10.1.1 Is There a Need to Review the Policies IV 005, IV 010, I 001? - deleted**

## **10.2 Advice from the CEO**

### **10.2.1 Questions of Clarification for the Capital Plan**

Trustees asked questions of clarification around moving projects on the Capital Plan according to priority. D. Bennett advised projects can be adjusted as priorities change.

### **10.2.2 Addition for St. Teresa, Elmira**

D. Bennett provided background on the proposed addition to St. Teresa, Elmira. The primary desire in Capital Plan is the accommodation of students.

**2011-53** -- It was *moved* by **A. Piscitelli** and *seconded* by **Fr. R. Héту**:

*THAT the Board of approve the use of up to \$1,400,000 from the Proceeds of Disposition reserve for the purpose of constructing an addition to St. Teresa (Elmira) which would include four new classrooms, a new administration area, and gymnasium change rooms. --- Carried by consensus*

### **10.2.3 Architect for Guelph Avenue School**

M. da Silva advised an architect has been chosen for the new school and a formal announcement will be made through our newsletter.

## **11. Potential Agenda Items**

### **11.1 Trustee Inquiry Report from the CEO**

No questions of R. Lawler

### **11.2 Shared Concerns**

No shared concerns.

## **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):**

- 12.2.1 March 5, 6 p.m. Governance Committee
- 12.2.2 March 7, 7 p.m. SEAC
- 12.2.3 March 19, 6 p.m. Committee of the Whole
- 12.3.4 March 26, 6 p.m. Regular Board Meeting
- 12.3.5 March 28, 6 p.m. CPIC

**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 Trustee Telephone Log

Trustees requested pending items 12.3.3, 12.3.5 and 12.3.7 be moved to the March 26<sup>th</sup> meeting

The trustees recognized Roger Lawler on the outstanding contribution he has made to this Board during his 14 years as Director of Education. His retirement reception will be held on May 6<sup>th</sup> at St. Michael’s church.

**12.4 Pending Items for OCSTA Consideration**

## **13. Items for the Next Meeting Agenda**

Fr. R. Héту requested the summation of the trustee retreat be added to the March 26<sup>th</sup> agenda

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

The Recording Secretary confirmed the meeting decisions.

**15. Motion to Adjourn**

**2012-54--** It was *moved* by **Fr. R. Héту** and *seconded* by **A. Piscitelli**:  
*THAT the meeting be now adjourned.*  
The meeting was adjourned by consensus at 7:03 p.m.

---

Chair of the Board

---

Secretary