



Special Board of Trustees' Meeting

Date: April 16, 2012

Time: 6:00 p.m.
* Committee of the Whole In Camera, if necessary, will precede or follow the Board Meeting, as appropriate.

Location: Board Room, Catholic Education Centre, 35 Weber Street, Kitchener

Attendees:

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

Student Representatives:
Marcus Cardoso, Colin Whaley

Senior Administration:
Rick Boisvert, Gerry Clifford, Maria Ivankovic, Derek Haime, Susan Hunt, Shesh Maharaj, Paul Tratnyek

Special Resource:
Fr. Fred Scinto, CR, John Shewchuk.

Recording Secretary:
Barb Pilsner

ITEM	Who	Agenda Section	Method & Outcome
1. Call to Order	Board Chair		
1.1 Opening Prayer & Memorials	Board Pastoral Team		
1.2 Approval of Agenda	Board of Trustees		Approval
1.3 Declaration of Pecuniary Interest	Individual Trustees		
1.3.1 From the current meeting			
1.3.2 From a previous public or in-camera meeting			
2. Consent Agenda: Director of Education (eg: operational matters from the Ministry of Education that the Board is required to do; update on the system)			
2.1			
3. Consent Agenda: Board (Minutes of meetings)			
3.1 Approval of Minutes of Regular and Special Meetings			
3.1.1 Minutes of Special Board Meeting of March 28/12	Trustees	pp.1-2	Approval
3.1.2 Minutes of Special Board Meeting of April 2/12	Trustees	pp. 3-4	Approval

ITEM	Who	Agenda Section	Method & Outcome
4. Delegations/Presentations			
4.1			
5. Ownership Linkage (Communication with the External Environment related to Board's Annual Agenda; ownership communication)			
5.1			
6. Reports from Board Committees/Task Forces			
6.1 CEO Search	Trustees		Discussion
7. Board Education (at the request of the Board)			
7.1			
8. Policy Discussion (Based on Annual Plan of Board Work)			
8.1			
9. Assurance of Successful Board Performance			
9.1			
10. Assurance of Successful Director of Education Performance			
10.1 Monitoring Reports & Vote on Compliance			
10.1.1			
10.2 Advice from the CEO			
10.2.1			
11. Potential Agenda Items			
12. Announcements			
<p>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</p> <p>12.2 Upcoming Meetings/Events (all scheduled for the Catholic Education Centre unless otherwise indicated):</p>			
13. Items for the Next Meeting Agenda	Trustees		

ITEM	Who	Agenda Section	Method & Outcome
14. Adjournment Confirm decisions made tonight Closing Prayer	Director of Education		
15. Motion to Adjourn	Board of Trustees	Motion	Approval

CLOSING PRAYER

O Risen Lord, you have entrusted us with the responsibility to help form a new generation of disciples and apostles through the gift of our Catholic schools.

As disciples of Christ, may we educate and nurture hope in all learners to realize their full potential to transform God's world.

May our Catholic schools truly be at the heart of the community, fostering success for each by providing a place for all.

May we and all whom we lead be discerning believers formed in the Catholic faith community; effective communicators; reflective and creative thinkers; self-directed, responsible, life-long learners; collaborative contributors; caring family members; and responsible citizens.

Grant us the wisdom of your Spirit so that we might always be faithful to our responsibilities. We make this prayer through Christ our Lord.

Amen

Rev. Charlie Fedy, CR and the Board of Trustees, 2010

Special Board of Trustees' Meeting

A special public meeting of the Board of Trustees was held on Wednesday, March 28, 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
*attended electronically

Student Trustees Present:

Marcus Cardoso; Colin Whaley

Administrative Officials Present:

Gerry Clifford; Shesh Maharaj

Special Resources For The Meeting:

Jeff Admans

Regrets:

Fr. Robert Héту; Rick Boisvert; Derek Haime; Susan Hunt; Maria Ivankovic; Paul Tratnyek; Fr. Fred Scinto; John Shewchuk

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 4:32 p.m.

1.1 Opening Prayer & Memorials

The opening prayer was led by J. Jagiellowicz, Board Pastoral Team. Intentions were offered for Jeff Adman's family as his grandmother passed away.

1.2 Approval of Agenda

2012-66 -- It was *moved* by **J. Anderson** and *seconded* by **G. Reitzel**:
THAT the agenda for March 28, 2012 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

4 Delegations

5 Ownership Linkage (Communication with the External Environment)

6 Actions From Board Committees/Task Forces

6.1 CEO Search

J. Admans discussed the options available for trustees preparing for their search for a CEO due to Roger Lawler's retirement. Trustees reviewed each component and made the decision to do the work themselves, outsource, or work in combination with an outside firm. J. Admans will begin the process for the areas identified by trustees to be outsourced.

M. da Silva, W. Buchholtz, J. Jagiellowicz, and P. Reitmeier will bring a draft CEO Profile to the Special Board of Trustees' meeting on April 2/12 for discussion and approval.

7 Board Education (at the request of the Board)

8. Policy Discussion

9. Assurance of Successful Board Performance

10. Assurance of Successful Director of Education Performance

10.1 Monitoring Reports & Vote on Compliance

10.2 Advice from the CEO

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):

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

2012-67-- It was *moved* by **J. Jagiellowicz** and *seconded* by **J. Anderson**:

THAT the meeting be now adjourned.

The meeting was adjourned by consensus at 5:59 p.m.

Chair of the Board

Secretary



Special Board of Trustees' Meeting

A special public meeting of the Board of Trustees was held on Monday, April 2, 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 5:07 p.m.

Student Trustees Present:

Administrative Officials Present:

Shesh Maharaj

Special Resources For The Meeting:

Jason Connolly

Regrets:

Fr. Robert Héту; Rick Boisvert; Gerry Clifford; Derek Haime; Susan Hunt; Maria Ivankovic; Paul Tratnyek; Fr. Fred Scinto; John Shewchuk; 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 Vice-chair of the Board called the meeting to order at 5:03 p.m.

1.1 Opening Prayer & Memorials

The opening prayer was led by A. Piscitelli.

1.2 Approval of Agenda

2012-68 -- It was *moved* by **G. Reitzel** and *seconded* by **W. Price**:

THAT the agenda for April 2, 2012 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

4 Delegations

5 Ownership Linkage (Communication with the External Environment)

6 Actions From Board Committees/Task Forces

6.1 Director's Profile

M. da Silva arrived at 5:07 p.m. and took the Chair.

He presented the draft profile and advertisement for the position of Director of Education. Trustees discussed and recommended several changes to the wording of the advertisement.

2012-69 -- It was *moved* by **A. Piscitelli** and *seconded* by **P. Reitmeier**:

THAT the Board of Trustees ask the Chair to finalize the job advertisement and take steps to advertise locally and nationally. --- **Carried by consensus**

M. da Silva will edit the job advertisement, send it to the trustees, and then to J. Connolly to advertise.

Trustees discussed changes made by John Shewchuk to the director's profile. They recommended several changes. M. da Silva will revise, send it to the trustees to respond and then to J. Connolly.

2012-70 -- It was *moved* by **A. Piscitelli** and *seconded* by **J. Anderson**:

THAT the Board of Trustees approve the job description and empower the Chair to make the changes and additions discussed at this meeting. --- **Carried by consensus.**

7 Board Education (at the request of the Board)

8. Policy Discussion

9. Assurance of Successful Board Performance

10. Assurance of Successful Director of Education Performance

10.1 Monitoring Reports & Vote on Compliance

10.2 Advice from the CEO

11. Potential Agenda Items

12. Announcements

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- b) Minutes of Parent Involvement Committee Meetings

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

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

2012-71 -- It was *moved* by **W. Price** and *seconded* by **J. Jagiellowicz**:

THAT the meeting be now adjourned.

The meeting was adjourned by consensus at 5:51 p.m.

Chair of the Board

Secretary