

Board of Trustees' Meeting

A public meeting of the Board of Trustees was held on Monday, June 25, 2012 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:

Marcus Cardoso; Colin Whaley

Administrative Officials Present:

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

Special Resources For The Meeting:

John Shewchuk

Regrets:

Fr. Fred Scinto, C.R.

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 6:09 p.m.

1.1 Opening Prayer & Memorials

The opening prayer was led by Fr. R. Héту, Board Pastoral Team. Intentions were offered for: W. Buchholtz's brother-in law, for all students finished exams and graduating, for all priests being transferred in the Diocese, M. Ivankovic's friend still under critical care, all births and bereavements in our system, for decisions we make that will impact our system.

1.2 Approval of Agenda

Add Items 5.1 Secondary Graduations and 6.1.1 Recognition – Fr. Héту, add the date of June 25th to 3.1.5 in Consent Agenda, add Item 9.7 Trustee replacement, move item 10.1.2 2012-2013 School Year Budget Item 4.5

2012-111 -- It was *moved* by **W. Buchholtz** and *seconded* by **Fr. R. Héту**:

THAT the agenda for June 25, 2012 as amended be now approved. --- Carried by consensus.

1.3 Declaration of Pecuniary Interest

- 1.3.1 From the current meeting – W. Buchholtz declared a pecuniary conflict of interest with item 4.5 as his son is a teacher
- 1.3.2 From a previous public or in-camera meeting – W. Buchholtz declared an indirect conflict of interest

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 Special Board meeting of May 7, 2012
- 3.1.2 Minutes of Special Board meeting of May 14, 2012
- 3.1.3 Minutes of Board meeting of May 28, 2012
- 3.1.4 Minutes of Special Board meeting of June 4, 2012
- 3.1.5 Items for Action from previous In-camera Meeting of June 25, 2012
- 3.1.6 Staff Report of June 21, 2012
- 3.1.7 Linkages Meeting of June 4, 2012
- 3.1.8 Pastoral Care Committee meeting of May 14, 2012
- 3.1.9 Elementary/Secondary Pathways Task Force of
- 3.1.10 Recommendation to Host 2014 OCSTA AGM
- 3.1.11 Recommendation to Name Guelph Avenue School
- 3.1.12 SEAC Minutes – posted on board web page
- 3.1.13 CPIC Minutes – posted on board web page

2012-112 -- It was *moved* by **Fr. R. Héту** and *seconded* by **P. Reitmeier**:

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

4 Delegations

4.1 Educational Assistants Allocation

Jarett Kuepfer thanked the board for the opportunity to advocate for their daughter and the students who will be impacted by the reduction in Educational Assistants. His daughter had a full time educational assistant in grade one and two and flourished. This year she did not qualify and he felt her educational needs suffered.

4.2 Social Worker, Attendance Counsellor

Lisa Harlock, Co-president of APSSP spoke about the role of attendance counselors and social workers who most often serve the marginalized students and those with mental health concerns in our system. They felt a decrease in attendance counselors and social workers would have an impact on the support they provide for students and their families.

4.3 Educational Assistants

Jeanne Gravelle felt we must continue to look out for the marginalized. Her son was able to be successful in an integrated environment with the support of an educational assistant until he could transition and do it on his own. The educational assistant encouraged him to become more and more independent. He continues to need support but different than it was two years ago. She feels it is in the best interest of everyone to give students the best support they can.

4.4 Milk Bag Mat

Cheryl Casselman, Teresa Runions, Anne Marie Macey, two students from St. Augustine school, and two ladies from the organization displayed mats made from milk bags. As part of the green club, staff and students have collected milk bags, cut them into strips, and crocheted them into mats or satchels. The mats will be professionally cleaned and then shipped to Haiti to be used as beds.

4.5 2012-2013 School Year Budget Motions

Trustees asked further questions regarding providing support for students. R. Boisvert advised we are committed to meeting the needs of the students.

2012-113 -- It was *moved* by **Fr. R. Héту** and *seconded* by **G. Reitzel**:

*THAT the Board of Trustees approves the proposed operating budget of \$226,059,518 for the 2012-2013 school year. ---
Carried by consensus*

2012-114 -- It was *moved* by **J. Jagiellowicz** and *seconded* by **P. Reitmeier**:

*THAT the Board of Trustees approves the proposed capital budget of \$18,091,703 for the 2012-2013 school year. ---
Carried by consensus*

2012-115 -- It was *moved* by **J. Jagiellowicz** and *seconded* by **Fr. R. Héту**:

*THAT the Board of Trustees directs Administration to file the balanced budget with the Ministry of Education before the deadline of June 29, 2012. ---
Carried by consensus*

5 Ownership Linkage (Communication with the External Environment)

5.1 Secondary Graduation

B. Pilsner will send dates of secondary graduations in the fall. Trustees were asked to respond with the graduation dates they are available to attend and/or bring greetings by June 29th. B. Pilsner will assign trustees and let schools know who will bring greetings.

6 Actions From Board Committees/Task Forces

6.1 Student Trustee Report and Presentation to Student Trustees

M. Cardoso advised the principal of St. Don Bosco felt it would be good to have representation on the Council of Student Presidents and will speak with staff next year. Marcus and Colin both said they enjoyed the experience of being a student trustee.

J. Anderson spoke on behalf of the trustees wishing Marcus all the best in the future. She said he will be missed and thanked him for preparing their monthly reports advising the trustees and staff of the wonderful initiatives they were working on.

W. Price spoke on behalf of the trustees thanking Colin for his time, insightful comments, participation and prayers. She wished him the best as co-president of St. David's next year.

M. da Silva welcomed our new student trustees Erin Jamieson from Monsignor Doyle C.S.S. and Carlos Valero from St. Mary's High School.

6.1.1 Recognition – Fr. Robert Héту

M. da Silva on behalf of the trustees thanked fellow trustee, Fr. Robert Héту for his years of dedication to the Waterloo Catholic District School Board and wished him well in his new parish in Acton. Fr. Robert encouraged all trustees to work for the greater goal of Catholic education and to support our senior administration. He said team work brings greater success.

6.2 CPIC Update

P. Reitmeier advised the last meeting was held May 30th. CPIC held an event that was well attended – Charles Pasquale was the guest speaker. He provided an update on linkages, CPIC annual conference, and *Building Parent Engagement* resource from the Ministry.

6.3 Trustee Budget Update – Quarterly Update

There were no questions.

6.4 Annual Reports

6.4.1 Audit

A. Piscitelli advised the report is for approval not information as it will be forwarded to the Ministry.

2012-116 -- It was *moved* by **A. Piscitelli** and *seconded* by **W. Buchholtz**:

THAT the Board of Trustees authorized the Chair of the Audit Committee to submit this report to the Ministry of Education on behalf of the Board of Trustees. --- Carried by consensus

6.4.2 Governance

There were no questions.

6.4.3 Awards

There were no questions

6.4.4 Pastoral Care

Fr. R. Héту advised trustees this is now a standing committee and the terms of reference should be updated

6.4.5 Linkages Task Force

W. Buchholtz advised the task force recommended moving to a standing committee. Trustees will make a decision in September.

7 Board Education (at the request of the Board)

8. Policy Discussion

9. Assurance of Successful Board Performance

9.1 Board Policy II 001 General Governance Committee

M. da Silva asked trustees if there were any concerns. Recommendation by G. Reitzel and W. Buchholtz no motion is necessary as this policy has all lower policies listed and we do not need to find ourselves in compliance or out of compliance.

9.2 Is There a Need to Review the Policy?

Trustees were in agreement there is no need to review Policy II 001 General Governance Committee.

9.3 Board Policy II 009 Board Committee Principles

M. da Silva asked if there were any concerns. Trustees in agreement the policy should be updated if we have standing committees. The mandates for Governance, Linkages and Pastoral Care Team need to be updated.

2012-117 -- It was *moved* by **G. Reitzel** and *seconded* by **W. Buchholtz**:

THAT the Board of Trustees found Board Policy II 009 Board Committee Principles in compliance with the exception of provision #1 and excused themselves until the next monitoring. --- Carried by consensus

9.4 Is There a Need to Review the Policy?

Trustees were in agreement to send the policy to Governance Committee to look at the possibility of having standing committees and reviewing committee terms of reference every year.

9.5 Board Policy II 010 Board Committee Structure

M. da Silva asked if there were any concerns. Trustees were in agreement to review the committees in September.

2012-118 -- It was *moved* by **W. Price** and *seconded* by **J. Anderson**:

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

9.6 Is There a Need to Review the Policy?

Trustees were in agreement there is no need to review Policy II 010 Board Committee Structure.

9.7 Trustee Replacement

W. Price confirmed that interviews will be held on August 13th in a public board meeting. Applications will be due to Barb Pilsner by Friday, July 27th. B. Pilsner will send the applications to the trustees prior to the meeting. A trustee will be chosen on August 13th and will begin attending meetings on September 4th. The task force recommended each candidate will be asked to make a presentation based on a question they will receive when they are given confirmation of their interview time. J. Shewchuk will send the news release to parishes asking them to place on their bulletin board.

10. Assurance of Successful Director of Education Performance

10.1 Monitoring Reports & Vote on Compliance

10.2 Advice from the CEO

10.1.1 Board Policy IV 007, Financial Planning & Budgeting

Trustees were in agreement to defer monitoring the policy until the Board meeting in September.

2012-119 -- It was *moved* by **G. Reitzel** and *seconded* by **W. Buchholtz**:

That the Board of Trustees defers the monitoring of Policy IV 007 Financial Planning & Budgeting until the Board meeting on September 24, 2012. --- Carried by consensus

11. Potential Agenda Items

11.1 Trustee Inquiry Report from the CEO

11.2 Shared Concerns

No concerns.

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 August 13, Committee of the Whole
- 12.2.2 August 27, Links for Learning
- 12.2.3 September 4, 6 p.m. 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 Use of reserves
- 12.3.4 Board Policy IV 003 “Treatment of Students”
- 12.3.5 Trustee Telephone Log
- 12.3.6 Bill 177

12.4 Pending Items for OCSTA Consideration

- 12.4.1 Audit Committee – third external member

13. Items for the Next Meeting Agenda

14. Adjournment – Confirm decisions made tonight. Closing Prayer

The Recording Secretary confirmed the meeting decisions.

2012-120 -- It was *moved* by **W. Buchholtz** and *seconded* by **J. Anderson**:

THAT the Board of Trustees move to a private, private, private session. --- Carried by consensus

The meeting moved to private, private, private at 8:05 p.m.

The meeting resumed at 10:35 p.m.

15. Motion to Adjourn

2012-121-- It was *moved* by **Fr. R. Héту** and *seconded* by **W. Price**:

THAT the meeting be now adjourned.

The meeting was adjourned by consensus at 10:38 p.m.

Chair of the Board

Secretary