



## Board of Trustees' Meeting

A public meeting of the Board of Trustees was held on Monday, October 29, 2012 at the Waterloo Region Catholic Education Centre.

### Trustees Present:

Joyce Anderson; Wayne Buchholtz; Manuel da Silva (Chair); Janek Jagiellowicz; Frank Johnson; Anthony Piscitelli; Wendy Price; Peter Reitmeier; Greg Reitzel

### Student Trustees Present:

Erin Jamieson, Carlos Valero

### Administrative Officials Present:

Larry Clifford; Rick Boisvert; Gerry Clifford; David DeSantis; Derek Haime; Maria Ivankovic; Shesh Maharaj

### Special Resources For The Meeting:

### Regrets:

Fr. Fred Scinto, C.R.; 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 6:01 p.m.

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

The opening prayer was led by Gai Brown, Chair of the Board Office Pastoral Team.

### **1.2 Approval of Agenda**

Move Item 3.1.4 Recommendation: School Name Change to 5.1; add Items 5.2 Draft MPP Letter and 5.3 Mover; defer Item 6.7 Elementary/Secondary Pathways Task Force Report to November 19 Committee of Whole; Item 12.2 Nov 5<sup>th</sup> Linkages will be moved to 5:00 p.m. and Governance to 6:30 p.m. and add Nov 7<sup>th</sup> Audit Committee at 6:00 pm **2012-145** -- It was *moved* by **W. Buchholtz** and *seconded* by **J. Anderson**:

*THAT the agenda for October 29, 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 – G. Reitzel declared a conflict as he is an employee of the City of Kitchener.

## **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)**

2.1

## **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 24, 2012

- 3.1.2 Items for Action from previous in-camera meeting of October 29, 2012
- 3.1.3 Recommendation: Special Education Plan 2012
- 3.1.4 Recommendation: School Name Changes – moved to Item 5.1
- 3.1.5 Staffing Report as of October 25, 2012

**2012-146** -- It was *moved* by **F. Johnson** and *seconded* by **W. Price**:

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

## **4 Delegations**

### **4.1 VIP Awards**

- 4.1.1 W. Price presented the award to BrookLynne Hertner, a student at Monsignor Doyle C.S.S.
- 4.1.2 P. Reitmeier presented the award to Lisa Neeb, a student at St. Elizabeth
- 4.1.3 J. Jagiellowicz presented the award to Carter Smith, a student at St. Matthew
- 4.1.4 M. da Silva presented the award to Erika Bout, a student at St. Michael
- 4.1.5 J. Anderson presented the award to Kenton Voisin, a student St. Paul
- 4.1.6 W. Buchholtz presented the award to Emily Hoch, a student at St. Teresa Kitchener
- 4.1.7 A.Piscitelli presented the award to Gabrielle Hanna, a student at Blessed Kateri

The meeting recessed at 6:40 p.m.

The meeting resumed at 6:49 p.m.

### **4.2 Automated External Defibrillator (AED)**

L. Clifford introduced Debbie Dover, Community Use of Schools Officer, and Kathy Doherty-Masters, Healthy Active Living Consultant to speak about A.E.D. K. Doherty-Masters advised there are approximately 7,000 cardiac arrests that happen in Ontario annually. Performing C.P.R. and using AEDs increases the chance of survival by 75%. In 2008 the Heart and Stroke Foundation placed AEDs in the secondary schools and trained grade 9 students. At least three teachers in each secondary Health and Physical Education Department are trained AED/CPR instructors.

The CARE (Community Access and Response to Emergencies) Program of Waterloo Region has a goal to place one in every school. In January 2009 Dr. Pandey from the Cambridge Cardiac Care Centre had 75 AEDs to donate to schools. We received 32 units. We offered Lunch and Learns to in-service staff. Alan Haws of St. John's Ambulance conducted the training. As of June 2012 he has trained over 550 WCDSB staff members. In Spring 2012 we put together an application to get a unit for the remaining schools including some of the St. Louis sites. D. Dover said having the AEDs is a great partnership as our schools are used heavily by the community. The units require yearly maintenance and we will work with Emergency Medical Service to find the most cost efficient method of keeping up this maintenance.

### **4.3 BIPSA (Board Improvement Plan Student Achievement)**

M. Ivankovic provided copies of the 2012-13 BIPSA which is also posted on the website. During school visits principals and staff identify where support is needed. The strategies contained in this year's Board Improvement Plan for Improving Student Achievement are based on student achievement data, perceptual data, and recommendations for next steps from the School Effectiveness Final Report. Our Board Improvement Plan is a roadmap for success. We develop different learning styles for schools based on their need.

M. Ivankovic provided an update on Junior Numeracy and Literacy. Reflex Math is a pilot project in 10 schools which is funded through a grant.

D. DeSantis advised we are asking secondary schools to submit two Speak Up Grants which provides an opportunity for students to have a voice in their learning. He spoke about our Specialist High Skills Major program and the red seal students get on their diploma when they complete all requirements in SHSM. Staff created an outstanding website for the program as a tool to improve student achievement.

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

### **5.1 Recommendation: School Name Changes**

L. Clifford advised a report was presented at the Oct 15<sup>th</sup> public Committee of the Whole meeting. He advised school administrators were notified in advance. Following the meeting a news release was posted and covered by the media. Trustees reported they had received some concerns from the community. Administrators will be advised to use their current letterhead, spirit wear, mugs/pens already purchased. There is minimal cost in changing signage.

**2012-147** -- It was moved by **J. Anderson** and seconded by **W. Buchholtz**:

*THAT the Board of Trustees approve the recommendation to commence the process of renaming Blessed Kateri, Mother Teresa and Pope John Paul II Catholic Elementary Schools respectively St. Kateri Tekakwitha CES, Blessed Mother Teresa CES and Blessed John Paul II CES and that the process be completed by October 2013. --- Carried by consensus*

## **5.2 MPP Letter**

L. Clifford presented a draft letter to the MPPs. Trustees will receive the draft by email for their input and were requested to email L. Clifford by November 1<sup>st</sup>.

## **5.3 Movember**

L. Clifford reported funds raised for Movember will be going to support men's health and mental illness. Trustees will receive instructions on how to register.

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

## **6.1 Student Trustee Report**

E. Jamieson and C. Valero met with the Council of Student Reps to discuss ideas to raise funds for Toonies for Tuition.

Under the Four Pillars:

E. Jamieson reported on the Cambridge schools:

**Catholicity** – Monsignor Doyle and St. Benedict have finished their food drive. The schools are looking to firm up events to promote Anti bullying month.

**Student achievement** – Monsignor Doyle has the spotlight on alumni.

**Quality** – Monsignor Doyle wrapped up Homecoming week. St. Benedict wrapped up their first coffee house.

**Site improvement** – Monsignor Doyle is raising money for a new electronic sign. St. Benedict has permission for art classes to paint murals and will get new athletic banners.

C. Valero reported on the Kitchener-Waterloo schools

**Catholicity** – All three schools had successful Thanksgiving food drives. Resurrection raised funds for breast cancer

**Student achievement** - St. Mary's had an awards night and St. David's had a coffee house. Both student trustees will be attending the Speak-Up Conference to bring student voice to the forefront and explore obstacles to student achievement

**Quality** – C. Valero participated in a nutrition workshop. Resurrection and St. David held pep rallies to improve school spirit. Resurrection is planning a homecoming dance.

**Site improvement** - St. David's is working to implement social media for the students.

## **6.2 Governance Committee**

## **6.3 Pastoral Care Team**

## **6.4 Linkages Task Force**

## **6.5 CPIC**

## **6.6 Audit Committee**

**6.7 Elementary/Secondary Pathways Task Force Report** – deferred to November 19<sup>th</sup> Committee of the Whole

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

## **7.1 Hosting 2014 OCSTA AGM and Conference**

M. da Silva advised the deadline for registering has passed and one board has submitted an application. Our board could still submit an application for consideration as OCSTA has not made a decision. Trustees were requested to let M. da Silva know by November 2<sup>nd</sup> if they wish to pursue and would be interested in being on a committee.

# **8. Policy Discussion**

## **8.1**

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

### **9.1 Board Policy II 003 Board Job Description**

Trustees discussed the policy for compliance.

**2012-148** -- It was *moved* by **W. Buchholtz** and *seconded* by **A. Piscitelli**:

*THAT the Board of Trustees found Board Policy II 003 Board Job Description not in full compliance with items 1 and 2a and excused themselves until the next monitoring. --- Carried by consensus*

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

Trustees agreed there is no need to review this policy.

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

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

#### **10.1.1 Board Policy IV 007, Financial Planning & Budgeting**

Trustees discussed the report for compliance and data.

**2012-149** -- It was *moved* by **G. Reitzel** and *seconded* by **J. Jagiellowicz**:

*THAT the Board of Trustees accepted the monitoring report for Board Policy IV 007, Financial Planning & Budgeting as information. --- Carried by consensus.*

#### **10.1.2 Is there a need to review?**

Trustees agreed to send the policy to Governance for Provision # 7 and bring back a recommendation to revise the policy for November 26<sup>th</sup> Board meeting.

### **10.2 Advice from the CEO**

#### **10.2.1 Ontario Urban Forest Council Proclamation**

Trustees discussed the request to support the proclamation. L. Clifford to get information from Facility Services and report back if there is an issue.

#### **10.2.2 When Faith Meets Pedagogy Conference Review**

L. Clifford advised the conference was an excellent time to interact with staff, presenters. It was spiritual and a good show of solidarity across the province.

## **11. Potential Agenda Items**

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

### **11.2 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):**

### **12.3 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”
- 12.3.6 Bill 177

### **12.4 Pending Items for OCSTA Consideration**

- 12.4.1 Audit Committee – third external member

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

January OCSTA Labour Relations Seminar – Dec 17, 2012 agenda.

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

The Recording Secretary confirmed the meeting decisions.

**15. Motion to Adjourn**

**2012-150--** It was *moved* by **G. Reitzel** and *seconded* by **F. Johnson**:  
*THAT the meeting be now adjourned.*  
The meeting was adjourned by consensus at 8:56 p.m.

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Chair of the Board

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Secretary