



## Board of Trustees' Meeting

A public meeting of the Board of Trustees was held on Monday, January 28, 2013 at the Waterloo Region Catholic Education Centre.

### **Trustees Present:**

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

### **Student Trustees Present:**

Carlos Valero

### **Administrative Officials Present:**

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

### **Special Resources For The Meeting:**

Lindsay Ford

### **Regrets:**

Greg Reitzel; Erin Jamieson, 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 6:06 p.m.

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

The opening prayer was led by L. Clifford, Director of Education. Intentions were offered for a colleague of M. da Silva whose mother passed away, A. Piscitelli whose grandfather passed away and for Sue Riddell a staff member of St. Augustine who was injured.

### **1.2 Approval of Agenda**

Move Item 10.2.2 Director's Annual Report to 2.1 Consent Agenda, then add new Item 10.2.2 Home Build Celebration, and move Item 3.16 to Item 6.3.

**2013-23** -- It was *moved* by **J. Anderson** and *seconded* by **M. da Silva**:

*THAT the agenda for January 28, 2013 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)**

### **2.1 Director's Annual Report**

**2013-24** -- It was *moved* by **F. Johnson** and *seconded* by **J. Anderson**:

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

### **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 17, 2012
- 3.1.2 Minutes of Special Board meeting of December 2, 2012
- 3.1.3 Minutes of Special Board meeting of January 14, 2013
- 3.1.4 Staffing Report as of January 23, 2013
- 3.1.5 Minutes of Linkages Committee meeting January 15, 2013
- 3.1.6 Minutes of Pastoral Care Committee meeting January 15, 2013: revise – F. Johnson regrets, E. Jamieson and C. Valero present; move from Consent Agenda to Item 6.3
- 3.1.7 Minutes of Governance Committee meeting January 14, 2013 move from Consent Agenda to Item 6.2
- 3.1.8 Recommendation from Ends Statement Planning meeting
- 3.1.9 Items for Action from In-camera meeting of January 28, 2013

**2013-25** -- It was *moved* by **F. Johnson** and *seconded* by **M. da Silva**:

*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 J. Anderson presented the award to Deana Voisin, a student at St. Clement
- 4.1.2 W. Buchholtz presented the award to Ashley Keating a student at St. Nicholas
- 4.1.3 M. da Silva presented the award to Sofia Kelly Vanin, a student at St. Bernadette

#### **4.2 Southeast Galt Accommodation Review Committee Recommendation**

S. Maharaj reported he received information from the Waterloo Region District School Board by email today advising they are reviewing their needs of Lincoln Avenue public school and can't commit to when it will be declared surplus. L. Ford asked trustees if they had any further questions.

W. Buchholtz asked for a mover for Recommendations #1 and #2 together. No one moved the recommendations.

A. Piscitelli asked for a notice of motion. W. Buchholtz asked trustees if they support a notice of motion. Trustees were in agreement.

**2013-26** -- It was *moved* by **A. Piscitelli** and *seconded* by **J. Anderson**:

*THAT the Board proceeds with a renovation and addition of St. Anne Catholic Elementary School, conditional upon Ministry funding and approval. --- Carried by consensus*

The Trustees agreed to consider a new notice of motion for Recommendation #3:

**2013-27** -- It was *moved* by **A. Piscitelli** and *seconded* by **P. Reitmeier**:

*THAT upon the completion of the renovation to St. Anne Catholic Elementary School, St. Ambrose Catholic Elementary School close and the boundaries for St. Ambrose and St. Anne be modified in accordance with Phase 1 of the Recommended Option. --- Carried by consensus*

#### **Recommendation #4**

**2013-28** -- It was *moved* by **W. Price** and *seconded* by **M. da Silva**:

*THAT the Board proceeds with an addition of approximately 98 pupil places to Holy Spirit, conditional upon Ministry funding and approval. --- Carried by consensus*

#### **Recommendation #5**

**2013-29** -- It was *moved* by **F. Johnson** and *seconded* by **W. Price**:

*THAT the Board proceeds with the renovation/addition of approximately 305 pupil places to St. Vincent de Paul Catholic Elementary School, conditional upon Ministry funding and approval. --- Carried by consensus*

#### **Recommendation #6**

**2013-30** -- It was *moved* by **J. Anderson** and *seconded* by **W. Price**:

*THAT upon completion of the renovation/addition to St. Vincent de Paul Catholic Elementary School, St. Francis Catholic Elementary School closes and the boundaries for St. Francis, St. Vincent de Paul and Lincoln School be modified in accordance with Phase 2 of the Recommended Option.*

**2013-31** -- It was *moved* by **A. Piscitelli** and *seconded* by **P. Reitmeier**:  
THAT the original motion be amended changing Lincoln Avenue to St. Anne.

**The amended motion will now read:**

*THAT upon completion of the renovation/addition to St. Vincent de Paul Catholic Elementary School, St. Francis Catholic Elementary School closes and the boundaries for St. Francis, St. Vincent de Paul and St. Anne School be modified in accordance with Phase 2 of the Recommended Option. --- Carried by consensus*

**Recommendation #7**

**2013-32** -- It was *moved* by **P. Reitmeier** and *seconded* by **F. Johnson**:

*THAT the Board proceeds with the acquisition of a new elementary school site in the Southeast Galt Community area, to be funded from the Education Development Charges/Proceeds of Disposition reserves, conditional upon Ministry approval. --- Carried by consensus*

**Recommendation #8**

**2013-33** -- It was *moved* by **M. da Silva** and *seconded* by **F. Johnson**:

*THAT the Board proceeds with the construction of a 450 pupil place school in the Southeast Galt community, conditional upon Ministry funding and approval. --- Carried by consensus*

**Recommendation #9**

**2013-34** -- It was *moved* by **W. Price** and *seconded* by **J. Anderson**:

*THAT upon completion of the new school in the Southeast Galt community, the boundaries of Holy Spirit and Lincoln Avenue School be modified in accordance with Phase 3 of the Recommended Option.*

**2013-35** -- It was *moved* by **P. Reitmeier** and *seconded* by **A. Piscitelli**:

THAT the original motion be amended changing Lincoln Avenue to St. Anne.

**The motion will now read:**

*THAT upon completion of the new school in the Southeast Galt community, the boundaries of Holy Spirit and St. Anne School be modified in accordance with Phase 3 of the Recommended Option. --- Carried by consensus*

**Recommendation #10**

**2013-36** -- It was *moved* by **M. da Silva** and *seconded* by **J. Anderson**:

*THAT the Board consider a grandparenting provision to allow students entering grade 8 in the year of implementation to finish their elementary schooling at their existing school. No transportation would be provided.*

**2013-37** -- It was *moved* by **A. Piscitelli** and *seconded* by **P. Reitmeier**:

THAT the original motion be amended to read:

*THAT the Board provide a grandparenting provision to allow students entering grade 8 in the year of implementation to finish their elementary schooling at their existing school, and that the Board provide a grandparenting provision to students who have not changed their principle residence and who are required to move schools twice due to boundary changes, to allow them to finish their elementary schooling at their second school. No transportation will be provided to either of these groups of students. --- Carried by consensus*

**Recommendation #11**

**2013-38** -- It was *moved* by **M. da Silva** and *seconded* by **J. Anderson**:

*THAT the principals assigned to the schools where students are impacted by closure or boundary change develop a transition plan to facilitate the transition of students to their new school assignment.*

**2013-39** -- It was *moved* by **A. Piscitelli** and *seconded* by **P. Reitmeier**:

THAT the original motion be amended to read:

*THAT the Director of Education or designate ensure schools impacted by closure or boundary change develop a transition plan to facilitate the transition of students to their new school assignment. --- Carried by consensus*

S. Maharaj to bring forth recommendations for future accommodation to Committee of the Whole February 19, 2013.  
Trustees to receive the report prior to the meeting.

The meeting recessed at 6:46 p.m.

The meeting resumed at 6:51 p.m.

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

## 6 Actions From Board Committees/Task Forces

### 6.1 Student Trustee Report

Under the Four Pillars:

C. Valero presented E. Jamieson's report on the Cambridge schools:

The student trustees have not met with the Council of Student Reps and all students are writing exams.

**Student achievement** – St. Benedict and Monsignor Doyle's "Cookies and Cram" event provided students with a space to study before exams with teacher assistance. Daily morning announcements gave students tips to lessen stress.

**Quality** – Both St. Benedict's and Monsignor Doyle had successful Grade 8 information nights.

**Site Improvement** – St. Benedict's received a grant from Skills Canada that will be used to create a greenhouse and other structures to support both the hospitality's outreach meal plan and the green industries programs.

C. Valero reported on the Kitchener-Waterloo schools:

**Catholicity** – The student trustees are meeting with the Bishop and other student trustees in the Diocese to discuss current topics in Catholic Education.

**Quality** – Leadership development and exchange of ideas among Student councils

### 6.2 Governance Committee

W. Buchholtz presented the committee's recommendations for changes to the wording of sections 5b, 5c and 5d of Board Policy II 002 Governing Style for discussion and approval.

**2013-40** -- It was *moved* by **M. da Silva** and *seconded* by **W. Price**:

*THAT the Board of Trustees approve the changes as presented in the recommendation from the Governance Committee for section 5b.*

**2013-41** -- It was *moved* by **A. Piscitelli** and *seconded* by **J. Anderson**:

That the wording of the motion be amended for section 5b to read:

*The chair of the board will attempt to facilitate a resolution. Failing that, the issue will be brought to a meeting of the Board of Trustees. This meeting will be held in-camera if the concern about a board member's performance relates to an issue which the Education Act allows to be dealt with in a meeting closed to the public. --- **Carried by consensus***

**2013-42** -- It was *moved* by **M. da Silva** and *seconded* by **J. Anderson**:

*THAT the Board of Trustees approve the changes as presented in the recommendation from the Governance Committee for section 5c.*

**2013-43** -- It was *moved* by **A. Piscitelli** and *seconded* by **J. Jagiellowicz**:

That the wording of the motion be amended for section 5c to read:

*The Board of Trustees will determine if the member's performance is in violation of the code of conduct. --- **Carried by consensus.***

**2013-44** -- It was *moved* by **M. da Silva** and *seconded* by **J. Anderson**:

*THAT the Board of Trustees approve the changes as presented in the recommendation from the Governance Committee for section 5d.*

**2013-45** -- It was *moved* by **A. Piscitelli** and *seconded* by **J. Jagiellowicz**:

That the wording of the motion be amended for section 5d to read:

Trustees named in the complaint on a member's performance shall not vote on a resolution determining if the said trustee violated the code of conduct.

Amendment to amended motion by P. Reitmeier to change "said trustee" to "named trustee".

The amended motion will now read:

*Trustees named in the complaint on a member's performance shall not vote on a resolution determining if the named trustee violated the code of conduct. --- **Carried by consensus***

**2013-46** -- It was *moved* by **J. Anderson** and *seconded* by **M. da Silva**:

*THAT the Board of Trustees approve the changes to 5e to read:*

*THAT Board members found to be in violation of the code of conduct by the Board of Trustees may be subject to a motion of censure at a regular meeting of the board and/or withholding of the trustee honorarium under the Education Act.*

Trustees agreed to send the changes to 5e to Governance. A. Piscitelli to forward his concern to W. Buchholtz for Governance.

### **6.3 Pastoral Care Team**

J. Jagiellowicz contacted Soup Sisters to arrange a time for the trustees and student trustees to make soup for three organizations. He was given the date of Tuesday, October 29<sup>th</sup> at a cost of \$50.00 per trustee to be used to purchase the ingredients for the soup. Trustees supported the proposal, directed J. Jagiellowicz to proceed and will cover the costs for the student trustees.

**2013-47** -- It was *moved* by **M. da Silva** and *seconded* by **W. Price**:

*THAT the Board of Trustees accepts the minutes of the Governance Committee and Pastoral Team Committee meeting. --- Carried by consensus.*

### **6.4 Linkages Committee**

### **6.5 CPIC**

### **6.6 Audit Committee**

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

## **8. Policy Discussion**

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

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

W. Buchholtz asked trustees if we are in compliance regarding this policy.

**2013-48** -- It was *moved* by **M. da Silva** and *seconded* by **J. Jagiellowicz**:

*THAT the Board of Trustees has reviewed Policy II 006 Celebration of Excellence and finds itself in compliance. --- Carried by consensus*

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

Trustees agreed there is no need to review.

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

W. Buchholtz asked trustees if we are in compliance regarding this policy.

**2013-49** -- It was *moved* by **M. da Silva** and *seconded* by **P. Reitmeier**:

*THAT the Board of Trustees has reviewed Policy III 002 Unity of Control and finds itself in compliance. --- Carried by consensus*

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

Trustees agreed there is no need to review.

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

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

#### **10.1.1 External Monitoring of Treatment of Staff**

A.Piscitelli discussed the board doing a direct inspect of the treatment of staff. Trustees discussed whether this was a shared concern. They recommend it come back to a future Committee of the Whole for further discussion.

**2013-50** -- It was *moved* by **M. da Silva** and *seconded* by **A. Piscitelli**:

*THAT the Board of Trustees move to an in-camera meeting. --- Carried by consensus*

The public meeting moved in-camera at 7:53 p.m.

The public meeting resumed at 7:58 p.m.

## **10.2 Advice from the CEO**

### **10.2.1 St. Boniface – New School Communication Plan**

S. Maharaj advised the Ministry announced funding approval for St. Boniface. L. Ford presented the proposed process to evaluate the potential sites, carry out public consultation and make recommendations to the trustees for decision.

**2013-51** -- It was *moved* by **M. da Silva** and *seconded* by **P. Reitmeier**:

*THAT the Board of Trustees accept the St. Boniface Report as information. --- Carried by consensus*

### **10.2.2 Home Build Celebration**

W. Buchholtz attended the Home Build celebration with W. Price and F. Johnson. The project was a church and trustees could see the pride the students had in their accomplishments. The Home Build program is known across the province and recognized.

## **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):**

- 12.2.1 Feb 6 7:00 p.m. SEAC
- 12.2.2 Feb 11 5:00 p.m. Linkages Committee
- 12.2.3 Feb 11 7:00 p.m. Pastoral Care Team
- 12.2.4 Feb 19 6:00 p.m. Committee of the Whole at Holy Rosary
- 12.2.5 Feb 22 9:00 a.m. Board Office Mass
- 12.2.6 Feb 22/23 Trustee Retreat
- 12.2.7 Feb 25 6:00 p.m. Board of Trustees Meeting

**12.3 Pending Items:**

- 12.3.1 Definition of Equity – Guiding Principles (AP)
- 12.3.2 Use of reserves
- 12.3.3 Board Policy IV 003 “Treatment of Students”
- 12.3.4 Bill 177
- 12.3.5 Mental Health Screening

**12.4 Pending Items for OCSTA Consideration**

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

Change dates on pending items.

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

The Recording Secretary confirmed the meeting decisions.

## **15. Motion to Adjourn**

**2013-52**-- It was *moved* by **M. da Silva** and *seconded* by **F. Johnson**:

*THAT the meeting be now adjourned.*

The meeting was adjourned by consensus at 8:45 p.m.

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Chair of the Board

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Secretary