

Board of Trustees' Meeting

A public meeting of the Board of Trustees was held on Monday, June 24, 2013 at the Waterloo Region Catholic Education Centre.

Trustees Present:

Joyce Anderson; Wayne Buchholtz (Chair); Manuel da Silva; 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; John Shewchuk

Special Resources For The Meeting:

Regrets:

Janek Jagiellowicz; 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 4:03 p.m.

1.1 Opening Prayer & Memorials

The opening prayer was led by E. Jamieson and C. Valero, Board Pastoral Team. Intentions were offered to keep the people in Alberta in our thoughts and prayers.

1.2 Approval of Agenda

Add item 4.1.2 Young Authors Award, move Item 10.1.1 2013-2014 School Year Budget Motions to 4.2

2013-117 -- It was *moved* by **G. Reitzel** and *seconded* by **M. da Silva**:

THAT the agenda for June 24, 2013 as amended be now approved. --- Carried by consensus.

1.3 Declaration of Pecuniary Interest

1.3.1 From the current meeting – W. Buchholtz declared an indirect pecuniary interest with Item 10.1.1, now 4.2, as his son is a teacher

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 Special Education Plan 2013

2013-118 -- It was *moved* by **J. Anderson** and *seconded* by **W. Price**:

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 May 27, 2013
- 3.1.2 Minutes of Special Board meeting of June 10, 2013
- 3.1.3 Minutes of Ends Statement Task Force of June 3/13
- 3.1.4 Staffing Report as of June 19, 2013
- 3.1.5 Interim Financial Report 3 of 3
- 3.1.6 Draft Ends Statement
- 3.1.7 Items for Action from In-camera meeting of June 24, 2013

2013-119 -- It was *moved* by **M. da Silva** 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 VIP Awards

- 4.1.1 G. Reitzel presented the VIP Award to Jackie Cole, student from St. Timothy

4.1.2 Young Authors Award

L. Clifford advised our students writing skills were featured in the 2012-2013 Young Authors Award book which is a compilation of short stories, non-fiction, plays and poems across the province.

4.2 2013-2024 School Year Budget Motions

G. Reitzel took the chair as W. Buchholtz declared a conflict of interest with the 2013-2014 School Year Budget.

2013-120 -- It was *moved* by **A. Piscitelli** and *seconded* by **M. da Silva**:

1. That the Board of Trustees approve the operating budget of \$230,511,246 for the 2013-2014 school year.
2. That the Board of Trustees approve the capital budget of \$17,577,757 for the 2013-2014 school year.
3. That the Board of Trustees directs Administration to file this balanced budget with the Ministry of Education before the deadline of June 28, 2013. --- **Carried by consensus**

W. Buchholtz took the chair.

5 Ownership Linkage (Communication with the External Environment)

6 Actions From Board Committees/Task Forces

6.1 Student Trustee Report

Under the Four Strategic Areas of Focus

E. Jamieson reported on the Cambridge secondary schools:

Catholicity: Graduations for St. Benedict and Monsignor Doyle are this week. St. Benedict had their tree planting ceremony, Fast for Water to raise funds for wells and clean water and Spencer West attended a mini We Day May 23rd.

Student Achievement: Into the Woods was a success as well as the coffee house for Kayla Baker.

Quality: Monsignor Doyle had a math presenter on June 4th

C. Valero reported on the Kitchener-Waterloo secondary schools:

Catholicity: Resurrection has finished their mission to aid their sister school in the Dominican

Student Achievement: Grade 9 and 11 finished their final exams and grade 12 finished last Tuesday

Quality: All schools held closing assemblies

Site Improvement: St. Mary's is looking to purchase new mascot

P. Reitmeier thanked Erin Jamieson for all her work and thoughtful complete reports this past year as student trustee.

E. Jamieson thanked the trustees for the opportunity to sit on the Board. She appreciated learning from everyone giving her a better understanding of municipal governance and the dynamics of running a school board.

6.2 Trustee Budget Quarterly Update

W. Buchholtz advised there is a balance remaining in the trustees' budget.

6.3 Annual Committee Reports

6.3.1 Governance

G. Reitzel advised the report outlines all the items we reviewed this year.

6.3.2 Pastoral Care Team

In J. Jagiellowicz absence M. da Silva and F. Johnson were available to answer questions. There were none.

6.3.3 Linkages Committee

P. Reitmeier highlighted successful MPP visits from Catherine Fyfe and Rob Leone and constructive meetings with Mike Harris and Lisa Mcleod. Next year's vision is on the church/school/parish relationship.

6.3.4 Audit Committee

A. Piscitelli noted the report needs approval as it needs to be submitted to the Ministry.

2013-121 -- It was *moved* by **M. da Silva** and *seconded* by **W. Price**:
THAT the Board of Trustees authorizes 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

It was noted this agenda item should have read for approval not information.

6.3.5 Awards

W. Buchholtz advised the nominations for awards will need to begin earlier next year due to June graduations. The forms will need to be updated.

7 Board Education (at the request of the Board)

8. Policy Discussion

8.1 Revised General Board Operational and Procedural By-law

G. Reitzel provided suggested changes to the wording of 5.1.15 for clarity and changes to 3.1 as we are now meeting the second and fourth Monday of the month. It was deemed to have been read three times.

2013-122 -- It was *moved* by **M. da Silva** and *seconded* by **J. Anderson**:
THAT the Board of Trustees approved the changes outlined to 3.1 Regular Board Meetings and the addition of 5.1.15 to Protocol for Delegations in the General Board Operational and Procedural By-law with the following revised wording of 5.1.15: Delegations concerning accommodation and/or boundary review will not be heard at the Board meeting at which the final decision is made --- Carried by consensus

9. Assurance of Successful Board Performance

9.1 Board Policy II 001 Global Governance Commitment

W. Buchholtz asked trustees if we are in compliance with this policy. There was discussion on monitoring II 001 General Governance Commitment and III 001 Global Governance-Management Connection annually. Trustees agreed to review annually and monitor for approval only when changes have been made.

9.2 Is There a Need to Review This Policy?

Trustees agreed to send the policy to Governance to review and align with updated Ends Statement when complete.

9.3 Board Policy II 009 Board Committee Principles

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

2013-123 -- It was *moved* by **G. Reitzel** and *seconded* by **M. da Silva**:
THAT the Board of Trustees reviewed Policy II 009 Board Committee Principles 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 the policy.

9.5 Board Policy II 010 Board Committee Structure

W. Buchholtz asked trustees if we are in compliance with this policy. There was discussion on which areas are not in compliance. Trustees discussed the addition of task force to the policy.

2013-124 -- It was *moved* by **A. Piscitelli** and *seconded* by **P. Reitmeier**:

THAT the Board of Trustees reviewed Policy II 010 Board Committee Structure and finds itself not in compliance with #1 and 2f and excuse ourselves until the next monitoring. --- Carried by consensus

9.6 Is There a Need to Review This Policy?

Trustees agreed to send the policy to Governance for review in September.

10. Assurance of Successful Director of Education Performance

10.1 Monitoring Reports & Vote on Compliance

10.1.1 2013-2014 School Year Budget Motions – moved to 4.2

10.2 Advice from the CEO

10.2.1 Resource & Development Office

L. Clifford welcomed Vic Degutis to speak about the role of the RDO and connection of the Foundation.

V. Degutis advised the three areas he will cover are the context for the RDO, an update on current activities and the focus for 2013-14.

In 2003 the Resource & Development Office was established to generate funds for services to support valued programs, offer resources and to enhance Catholic education. Their mandate was to be a self-funded operation and also establish and maintain beneficial relations with various community sectors.

Five areas of focus:

- enterprise opportunities
- grants office (non GSN)
- initiatives assigned by the Director's office
- strategic relations: business, community and educational
- Waterloo Region Catholic Schools Foundation

Waterloo Region Catholic Schools Foundation is a community based board of directors. The Foundation sets up endowment funds/scholarships, annual grants and charitable receipts. He provided a handout of the WRCSF contributions to the WCDSB school community for 2012.

RDO areas of focus for 2013-14

- Enterprise opportunities (international education)
- WCDSB marketing (JK – 12 recruitment, after-school facility use)
- Director's Office initiatives (21st Century Teaching and Learning, leadership succession planning)
- Strategic relations (business community education)
- WRCSF

A.Piscitelli left the meeting at 5:35 pm. V. Degutis advised International Education has increased steadily from 20 FTE in 2006 to 170 FTE in 2012.

Trustees were asked to email any questions to L. Clifford and V. Degutis and they will respond to them.

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

- 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 26th Links for Learning

12.3 Pending Items:

12.4 Pending Items for OCSTA Consideration

Mental Health Government Funding Continuation

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

2013-125 -- It was *moved* by **W. Price** and *seconded* by **F. Johnson**:

THAT the meeting be now adjourned.

The meeting was adjourned by consensus at 5:52 p.m.

Chair of the Board

Secretary