## Committee of the Whole Meeting

**Date:** November 11th, 2013  
**Time:** 6:00 p.m. following the Special Board of Trustees Meeting  
*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 W., Kitchener

### Attendees:

**Board of Trustees:**  

**Student Representatives:**  
Alexandru Gheorghe, Carlos Valero

**Senior Administration:**  
Larry Clifford, Gerry Clifford, Derek Haime, David DeSantis, Maria Ivankovic, Shesh Maharaj, Laura Shoemaker

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

**Recording Secretary:**  
Barb Pilsner

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<th>Method &amp; Outcome</th>
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<td>1. Call to Order</td>
<td>Board Chair</td>
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<td>Approval</td>
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<td>1.1 Opening Prayer &amp; Memorials</td>
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<td>1.3 Declaration of Pecuniary Interest</td>
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<td>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)</td>
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<td>3. Consent Agenda: Board (Minutes of meetings)</td>
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<td>Approval</td>
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<td>4. Delegations:</td>
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<td>David DeSantis</td>
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<td>Ownership Linkage (Communication with the External Environment related to Board’s Annual Agenda; ownership communication)</td>
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<td>6. Reports from Board Committees/Task Forces</td>
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<td>7. Board Education (at the request of the Board)</td>
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<td>8. Policy Discussion (Based on Annual Plan of Board Work)</td>
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<td>Larry Clifford</td>
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<td>10.2.1 Areas of Priority (Strategic Alignment)</td>
<td>Larry Clifford</td>
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<td>12.1 The following reports are posted on the Board web page: <a href="http://www.wcdsb.ca">www.wcdsb.ca</a> a) Minutes of SEAC Meeting of b) Minutes of Parent Involvement Committee Meeting of</td>
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<td>12.2 Upcoming Meetings/Events (all scheduled for the Catholic Education Centre unless otherwise indicated):</td>
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<td>13. Items for the Next Meeting Agenda</td>
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<td>14. Adjournment</td>
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<td>Confirm decisions made tonight</td>
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<td>Closing Prayer</td>
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<td>Director of Education</td>
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<td>15. Motion to Adjourn</td>
<td>Board of Trustees</td>
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**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
A public meeting of the Committee of the Whole was held Monday, October 7, 2013 at the Waterloo Region Catholic Education Centre.

**Trustees Present:**
Joyce Anderson; Wayne Buchholtz (Chair); Manuel da Silva; Janek Jagiellowicz; Frank Johnson; Wendy Price; Peter Reitmeier; Greg Reitzel

**Student Trustees Present:**
Alexandru Gheorghe

**Administrative Officials Present:**
Larry Clifford; Gerry Clifford; David DeSantis; Derek Haime; Maria Ivankovic; Shesh Maharaj; Laura Shoemaker

**Special Resources For The Meeting:**

**Regrets:**
Carlos Valero; John Shewchuk; Fr. Fred Scinto

**Absent:**
Anthony Piscitelli

**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 6:07 p.m.

1.1 **Opening Prayer & Memorials**
The opening prayer was led by F. Johnson, Pastoral Care Team. Intentions were offered for family of Larry Carter a former principal who passed away.

1.2 **Approval of Agenda**
Add Items 4.5 Bell Times and 6.2 Ends Statement Task Force - discussion
2013-141 -- It was moved by M. da Silva and seconded by W. Price: THAT the agenda for October 7, 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)

3. **Consent Agenda: Board of Trustees** (Minutes of meetings)
3.1 **Approval of Minutes of Regular and Special Meetings**
3.1.1 Minutes of meeting of September 9, 2013
3.1.2 Items for Action from In-camera meeting October 7, 2013

2013-142 – It was moved by F. Johnson and seconded by G. Reitzel:

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

Carried by consensus

J. Anderson asked if the results from Tell it from Me survey would be forwarded to Trustees. L. Shoemaker advised the results would be sent shortly.

4 Delegations

4.1 VIP

4.1.1 J. Anderson presented the VIP Award to Nicky Hunter, a student from St. Elizabeth.

4.2 United Way Campaign

L. Clifford welcomed Nancy Byrd from United Way and Tanya Hunter, vice-principal, to talk about this year’s United Way campaign. Tanya Hunter and Paul Mendonca, a principal, are the two reps for the Board. Nancy Byrd, speaking on behalf of United Way of Kitchener-Waterloo and Cambridge and North Dumfries shared her personal experience with United Way. She has been working with United Way for the past 13 years and oversees all the funds raised that go back into the community. The goal for Kitchener-Waterloo this year is $5.1 million and $2.3 million for Cambridge. She spoke about the 211 phone number that is now available 24/7 where an accredited person will answer questions and direct the caller to the supports/services available.

4.3 BIPSA

M. Ivankovic, L. Shoemaker and D. DeSantis reported on the Board Improvement Plan for Student Achievement (BIPSA) for 2013-2016. The BIPSA outlines the efforts of Learning Services in supporting school improvement with a focus on knowledge, skill, capacity building and student learning and engagement. The overall board strategies are reflected in the big ideas of Nurturing Our Catholic Community (student success, mental health, healthy minds/healthy bodies/healthy spirits), Student Achievement & Well Being (student engagement, 21st century teaching and learning, differentiated instruction, assessment and evaluation, curriculum) and Building Capacity to Lead and Learn (leadership strategy, professional learning, instructional rounds).

The primary focus of our BIPSA is one of consolidation and ‘going deeper’ through:

- Tasks engaging learners
- Feedback guiding learners
- Criteria informing learners, and
- Differentiation and moderation inviting and supporting learning.

L. Shoemaker spoke about the Special Education Plan – narrow the gaps for 2013-14. It is imbedded in the BIPSA but the action plan defines what we are trying to meet in special education. The WCDSB goals and action plans are: IEP compliance; training, development and learning for all staff; restructuring of services, processes and supports in student services; use of community supports to enhance student learning and mental health initiative. A Special Education System Visioning Committee has been formed to determine how to meet these goals.

4.4 Boundary Adjustments

L. Ford presented a report with three separate boundary adjustments that require approval as these areas were part of an accommodation review less than five years ago. The adjustments are minor and no students or one student are affected. L. Ford explained the rationale for each of the adjustments. The report will be brought back to the October 28th Board of Trustees meeting for decision.

4.5 Bell Times

S. Maharaj spoke about the proposal to change bell times and synchronize with the WRDSB which would save both boards money on transportation. He outlined the potential consultation plan for principals to give materials to convey information to parents, individual school surveys and in person sessions.

Trustees recommended that the following be added to the Consent Agenda: Board of Trustees October 28th for approval:

That the Board of Trustees requests that Senior Administration carry out a consultation process on changes to bell times up to 20 minutes, and that the results of this consultation be brought back to the Board for consideration and decision-making by December 2013.
5. **Ownership Linkage (Communication with the External Environment)**

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

   6.1 **Governance Committee – By-laws**
   G. Reitzel advised the committee was requested to look at the Notice of Motion in our by-laws to try to streamline it and had recommended removing 4.1.7 of Article 4.1 Notice of Motion. This will be on the October 28th Board of Trustees agenda for decision.

   6.2 **Ends Statement**
   F Johnson presented revised Ends Statements after consultation with various groups. He reviewed the changes with the trustees.

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**

   10.1.1

10.2 **Advice from the CEO**

   10.2.1 **Areas of Priority (Strategic Alignment)**
   L. Clifford reported:
   
   **A Place for All (Building Capacity to Lead & Learn)**
   - Superintendents are attending a retreat Oct 17/18.
   - Attending Faith Meets Pedagogy Conference
   - D. Haime on the director’s behalf made a presentation to Waterloo Deanery regarding the relationship between parishes and schools which was well received.
   - Director’s Thanksgiving message will be on the website for Friday.

   **Success for Each (Student Achievement & Well Being)**
   - BIPSA presentation tonight.
   - Superintendents will be visiting schools three times per year.
   - Director visiting schools to meet with staff and thanking all staff for their efforts.
   - Draft Strategic Plan will be presented at the Oct 28th board meeting.

   **Heart of the Community (Nurturing Our Catholic Community)**
   - Excellent attendance at the Diocesan Mass.
   - WCDSB will have a float in the KW Santa parade November 16th. Email L. Clifford if you would like to be on the float.
   - Attended OCSTA Regional meeting in Dublin, Ontario.
   - Attended CCSTA: A National Conversation; strong support for Toonies for Tuition for provinces that do not have public funding.
   - Attended Sr. Joan Cronin’s retirement.
   - Spiritual Day on Oct 4th – very successful.

11. **Potential Agenda Items**

   - Trustee Telephone Call Log – Oct 28th agenda
   - Formalize Call Tree for special situations – Oct 28th agenda
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

13. Items for the Next Meeting Agenda/Pending Items
13.1 Items for the Next Meeting Agenda

13.2 Pending Items:
   Mental Health Government Funding Continuation


   The Recording Secretary confirmed the meeting decisions.

15. Motion to Adjourn

   2013-143-- 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 8:08 p.m.