



Board of Trustees' Board Meeting

Date: December 16, 2013

Time: 6:00 p.m. *

** 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, Kitchener

Attendees:

Board of Trustees:

Joyce Anderson, Wayne Buchholtz, Manuel da Silva, Janek Jagiellowicz, Frank Johnson, Anthony Piscitelli, Wendy Price, Peter Reitmeier, Greg Reitzel.

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

ITEM	Who	Agenda Section	Method & Outcome
1. Call to Order	Board Chair		
1.1 Opening Prayer & Memorials	Board Pastoral Team		
1.2 Approval of Agenda	Board of Trustees		Approval
1.3 Declaration of Pecuniary Interest	Individual Trustees		
1.3.1 From the current meeting			
1.3.1 From a previous public or in-camera meeting			
2. Consent Agenda: Director of Education (eg: day –to –day operational matters from the Ministry of Education that the Board is required to do)			

ITEM	Who	Agenda Section	Method & Outcome
3. Consent Agenda: Board (Minutes of meetings, staff report)			
3.1 Approval of Minutes of Regular and Special Meetings			
3.1.1 Minutes of Board meeting of Nov 25/13	Trustees	pp. 1-5	Approval
3.1.2 Minutes of Inaugural Board Meeting Dec 2/13	Trustees	pp. 6-7	Approval
3.1.3 Staffing Report as of Dec 12/13	Trustees	--	Approval
3.1.4 Items for Action from In-camera meeting of Dec 16/13	Trustees	--	Approval
4. Delegations/Presentation			
4.1 Official Board Christmas Card	L. Clifford	--	Recognition
4.2 St. Joseph School Council – Bell Times	Dianne Dal Bello	pp. 8-13	Delegation
4.3 Specialist High Skills Major (SHSM)	Rob Holowack	--	Information
4.4 Ontario Youth Apprenticeship Program (OYAP)	Mike Sullivan	--	Information
4.5 Rural West Waterloo ARC Update	Lindsay Ford	pp. 15-22	Information
5. Ownership Linkage (Communication with the External Environment)			
6. Reports from Board Committees/Task Forces			
6.1 Student Trustee report	Carlos Valero	--	Information
6.2 Governance Committee			
6.3 Pastoral Care Team			
6.4 Linkages Committee			
6.5 CPIC			
6.6 Audit Committee			
6.7 Elementary Admissions Task Force			
6.8 2013-14 Trustee Budget Quarterly Update	Wayne Buchholtz	p. 23	Information
7. Board Education (at the request of the Board)			
7.1 2014 OCSTA AGM Resolutions	Trustees	pp. 24	Discussion/ Approval
8. Policy Discussion			
9. Assurance of Successful Board Performance			
9.1 Board Policy II 005 Consultation	Trustees	pp. 25	Approval
9.2 Is There a Need to Review This Policy?	Trustees	--	Discussion
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 The Museum – Science of Sexuality Exhibit	Larry Clifford	--	Information
10.2.2 Bell Times St. Anne K	Shesh Maharaj	pp. 26-27	Information
10.2.3 Revised Estimates 2013-14	Shesh Maharaj	pp. 28-30	Information
11. Potential Agenda Items/Trustee Inquiry Report (CEO)			
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			

ITEM	Who	Agenda Section	Method & Outcome
12.2 Upcoming Meetings/Events (all scheduled for the Catholic Education Centre unless otherwise indicated): Jan 8 7:00 p.m. SEAC Jan 13 6:00 p.m. Committee of the Whole @ St. Joseph (C) Jan 14 5:00 p.m. Elementary Admissions Task Force Jan 14 6:00 p.m. Pastoral Care Team Committee Jan 17/18 OCSTA PD Seminar Jan 20 5:00 p.m. Linkages Committee Jan 20 6:30 p.m. Governance Committee Jan 22 5:30 p.m. Audit Committee Jan 24 9:00 a.m. Board Office Mass Jan 27 6:00 pm. Board of Trustees			
12.3 Pending Items: <ul style="list-style-type: none"> Telephone Call Log 12.4 Pending Items for OCSTA Consideration <ul style="list-style-type: none"> Mental Health Government Funding Continuation 	<u>Committee/Task Force</u>	<u>Due Date</u>	<u>Action Taken</u>
13. Items for the Next Meeting Agenda	Trustees		
14. Adjournment Confirm decisions made tonight Closing Prayer	Director of Education		
15. Motion to Adjourn	Board of Trustees	Motion	Approval

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

Board of Trustees' Meeting

A public meeting of the Board of Trustees was held on Monday, November 25, 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; Greg Reitzel

Student Trustees Present:

Alexandru Gheorghe; Carlos Valero

Administrative Officials Present:

Larry Clifford; Gerry Clifford; David DeSantis; Derek Haime; Shesh Maharaj

Regrets:

Maria Ivankovic; Laura Shoemaker; 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 6:02 p.m.

1.1 Opening Prayer & Memorials

The opening prayer was led by A. Gheorghe, Board Pastoral Team. Intentions were offered for the students who went to the Dominican Republic, Joseph McKay, former principal; Paul Horgan who passed away and family and friends undergoing medical tests. Please keep them in your prayers.

1.2 Approval of Agenda

2013-158 -- It was *moved* by **M. da Silva** and *seconded* by **G. Reitzel**:
THAT the agenda for November 25, 2013 be now approved. --- Carried by consensus.

1.3 Declaration of Pecuniary Interest

- 1.3.1 From the current meeting – A. Piscitelli declared a conflict with item 10.2.1 as he is an employee of the Region of Waterloo
- 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 Special Board meeting of Sept 27/13
- 3.1.2 Items for Action from In-camera meeting of Sept 27/13 – removed to a separate motion
- 3.1.3 Minutes of Board meeting of Oct 28/13
- 3.1.4 Minutes of Special Board meeting of Nov 11/13
- 3.1.5 Minutes of Linkages Committee Meeting Nov 4/13

- 3.1.6 Minutes of Governance Meeting of Nov 4/13
 3.1.7 Minutes of Elementary Admissions Task Force Nov 18/13
 3.1.8 Staffing Report as of November 25/13

2013-159 -- It was *moved* by **M. da Silva** and *seconded* by **P. Reitmeier**:

THAT the Consent Agenda Board of Trustees and the recommendations contained therein, with the exception of item 3.1.2, be now approved. --- Carried by consensus

2013-160 -- It was *moved* by **G. Reitzel** and *seconded* by **P. Reitmeier**:

THAT Board of Trustees approved Item 3.1.2 pulled from the Consent agenda. --- Carried by consensus

A.Piscitelli did not vote on the second motion. See September 19, 2013 Special Board of Trustees minutes.

4 Delegations

4.1 VIP Award

- 4.1.1 Janek Jagiellowicz presented the award to Blake Haskell, a student from Monsignor Doyle
 4.1.2 Frank Johnson presented the award to Maddie Furtado, a student from St. Benedict.
 4.1.3 Anthony Piscitelli presented the award to Hunter Tyszka, a student from St. Dominic
 4.1.4 Wendy Price presented the award to Katie Molinaro, a student from St. Matthew

The meeting recessed at 6:25 p.m.

The meeting resumed at 6:28 p.m.

4.2 Fostering Faith

D. Haime introduced and welcomed Fr. Frank Freitas, St. Mary of the Visitation to speak about fostering faith.

Fr. Freitas said the Adult Faith Development is an opportunity to bring principals and vice-principals together to affirm them as Catholic leaders. The goals of the program are:

- to listen to our leaders
- share some ideas, suggestions, concepts that can help us as leaders in Catholic education
- explain the resources that are available
- provide strategies to live small in an upsize world
- put them at ease
- talk about Catholic education

There is an opportunity to focus on the strong partnership between the home, parish and school. There are two sessions – Fall and Winter.

4.3 Beyond Catholic Graduation

L. Clifford introduced Marylin Dawson, Religion and Family Life Consultant.

M. Dawson spoke about a 2012 survey of 6000 graduates from Ontario Catholic secondary schools by OISE developed in collaboration with a research advisory committee. Students were asked what impact Catholic education had on their life and if they are living their faith today. Graduates indicated the experience had a direct impact on the way they live their life through volunteering, social justice initiatives and living in accordance to the goals of the Ontario Catholic School Graduate Expectations.

Catholic Education was important because it...

- Incorporated beliefs, values, morals, ethics and guiding life principles that helped to shape who they are
- Provided a sense of community
- Provided an inclusive environment
- Built and developed their faith
- Provided them with insight and inspiration to guide their decisions

5 Ownership Linkage (Communication with the External Environment)

6 Actions From Board Committees/Task Forces

6.1 Student Trustee Report

C. Valero reported for the Kitchener-Waterloo Schools:

Heart of the Community (Catholicity) – St. David, St. Mary's and Resurrection had Christmas assemblies. St.

Mary's winter fundraiser was for Kids Ability. St Mary's and Resurrection had Movember and Resurrection held anti-bullying week in November. Kids Ability spoke to the student presidents about the plasma car races to be held in May

Success for Each (Student Success) – Resurrection had 'Read for the Fun of it Week'. Parent/student grade 8 information nights are November and December

A Place for All (Quality and Site Improvement) – St. David is planning Christmas Spirit week, and St. Mary's had their semi-formal.

A. Gheorghe reported for the Cambridge Schools:

Heart of the Community (Catholicity) – Monsignor Doyle had a Remembrance Day mass. Rachel's Challenge – uncle of the student who died in the Columbine shooting was a guest speaker at both schools. St. Benedict had a live Art battle related to kindness. Students and staff from all secondary schools went to the Dominican Republic.

Success for Each (Student Success) – Monsignor Doyle and St. Benedict will have their parent/student grade 8 information nights in January.

A Place for All (Quality and Site Improvement) – Monsignor Doyle had a float in the Santa Claus parade and hosted a wrestling tournament. St. Benedict is having a Fall fair. Monsignor Doyle and St. Benedict are having their formals. St. Benedict had two productions related to the theme of kindness to end Anti-bullying week.

6.2 Governance Committee Recommendations

6.3 Pastoral Care Team

6.4 Linkages Committee

P. Reitmeier presented draft questions for potential MPP visits for discussion. In addition Trustees would also like questions around Regulation 274 and the diagnostic as a result of the July Memorandum of Understanding

6.5 CPIC

6.6 Audit Committee

J. Jagiellowicz deferred presentation of the 2012-13 Audit Committee report to A. Piscitelli. He advised this is a standard report we provide to the Ministry.

2013-161 -- It was *moved* by **J. Jagiellowicz** and *seconded* by **A. Piscitelli**:

THAT the Board of Trustees approved the following recommendations:

- *This report is provided as monitoring information for 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***

Trustees requested the date of the report be changed to November 25th.

6.7 Elementary Admissions Task Force

7 Board Education (at the request of the Board)

8. Policy Discussion

9. Assurance of Successful Board Performance

9.1 Board Policy II 004 Advocacy and Advertising

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

2013-162 -- It was *moved* by **G. Reitzel** and *seconded* by **M. da Silva**:

*THAT the Board of Trustees reviewed Policy II 004 Advocacy and Advertising and finds we are in compliance. --- **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

10.2 Advice from the CEO

10.2.1 Bell Times

S. Maharaj advised the report is a summary of the public consultation we undertook regarding the change in bell times. Trustees discussed the concerns of the families, their own concerns and asked questions for clarification.

2013-163 -- It was *moved* by **J. Jagiellowicz** and *seconded* by **W. Price**:

THAT the Board of Trustees receive and approve the report and its appendices in fulfillment of the request to consult with our stakeholders on potential bell time changes and we move to align our bell times with those of the Waterloo Region District School Board.

2013-164 -- It was *moved* by **G. Reitzel** and *seconded* by **P. Reitmeier**:

THAT the wording of the original motion be amended. The motion will now read:

*THAT the Board of Trustees receive and approve the report and its appendices in fulfillment of the request to consult with our stakeholders on potential bell time changes and that the board of trustees supports changing bell times at the schools by up to 21 minutes with the potential savings being targeted for the success of our students. --- **Carried by consensus***

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):**

Nov 29 5:30 pm. Trustee/Senior Staff Christmas Social
 Dec 2 6:00 pm. Inaugural/Board meeting
 Dec 4 6:00 pm. CPIC
 Dec 4 7:00 pm. SEAC
 Dec 5 4:00 pm. ARC Public Meeting, St. Nicholas
 Dec 9 5:00 pm. Linkages Committee
 Dec 9 6:30 pm. Governance Committee
 Dec 16 6:00 pm. Board of Trustees
 Dec 19 9:30 am. Board Office Mass/Christmas Luncheon
 Dec 21 – Jan 5 Christmas Break

12.3 Pending Items:

12.3.1 Telephone call log for Dec 16th

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

2013-165 -- 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 8:52 p.m.

Chair of the Board

Secretary

Board of Trustees' Annual General Meeting

A public meeting of the Board of Trustees was held on Monday, December 2, 2013 at the Waterloo Region Catholic Education Centre.

Trustees Present:

Joyce Anderson; Wayne Buchholtz; Manuel da Silva; Janek Jagiellowicz; Frank Johnson; Wendy Price; Peter Reitmeier; Greg Reitzel

Student Trustees Present:

Alexandru Gheorghe; Carlos Valero

Administrative Officials Present:

Larry Clifford; Gerry Clifford; David DeSantis; Derek Haime; Maria Ivankovic; Laura Shoemaker

Special Resources For The Meeting:

Fr. Fred Scinto

Regrets:

Anthony Piscitelli; Shesh Maharaj; 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 Secretary of the Board called the meeting to order at 6:52 p.m.

2. Roll Call

All trustees were present with the exception of Anthony Piscitelli who sent regrets.

3. Election of the Chair

3.1 Election of the Chair

The Secretary asked for nominations for Chair of the Board.

2013-01 -- It was *moved* by **J. Anderson** and *seconded* by **G. Reitzel**:

THAT Wayne Buchholtz is nominated to be Chair of the Board of Trustees.

The Secretary asked if there were further nominations for Chair of the Board. No further nominations were received.

Wayne Buchholtz was elected as Chair of the Board.

4. Election of the Vice-Chair

4.1 Election of the Vice-Chair

The Chair asked for nominations for Vice-chair of the Board.

2012-02 -- It was *moved* by **G. Reitzel** and *seconded* by **J. Anderson**:

THAT Peter Reitmeier is nominated to be Vice-chair of the Board of Trustees.

The Chair asked if there were further nominations for Vice-chair of the Board. No further nominations were received.

Peter Reitmeier was elected as Vice-chair of the Board.

5. Inaugural Remarks by the Chair of the Board

The Chair gave his inaugural remarks.

6. Appreciation for Fr. Fred Scinto, C.R.

The Chair spoke of his appreciation for all Fr. Fred does for the Board as Spiritual Animator. The Director spoke on behalf of senior staff and thanked Fr. Fred for his guidance and direction which is so appreciated.

7. Early Learning Update

M. Ivankovic introduced Colette Moffat, Early Learning Program Consultant to give an overview of the program.

Status of Full Day Kindergarten (FDK)

- Full-day kindergarten is being implemented in 36 of our schools in this fourth year.
- Fall 2014 is the final year of the roll out and the last 10 schools will complete the phase-in for our system and across the province
- 21 schools currently offer an extended day program
- Building partnerships, continuity and program is a specific emphasis this year supported by the Ministry of Education.

What does FDK program look like?

- Average class size is 26 with two adults – a certified teacher and Early Childhood Educator
- Play-based learning

Council of Ministers of Education, Canada (CMEC) – Statement on play-based learning

- Learning through play is supported by science
- Learning through play is supported by experts
- Learning through play is supported by children and parents
- When children are playing, children are learning

In the FDK classroom play is purposeful, planned, powerful, and provides thinking. The Ministry of Education gave many resources to support building capacity and sustainability under these four categories:

- strategies to support educator teams,
- strategies to support parent/family and community engagement,
- strategies to support a whole school approach
- strategies to support principals and senior staff.

8. Motion to Adjourn

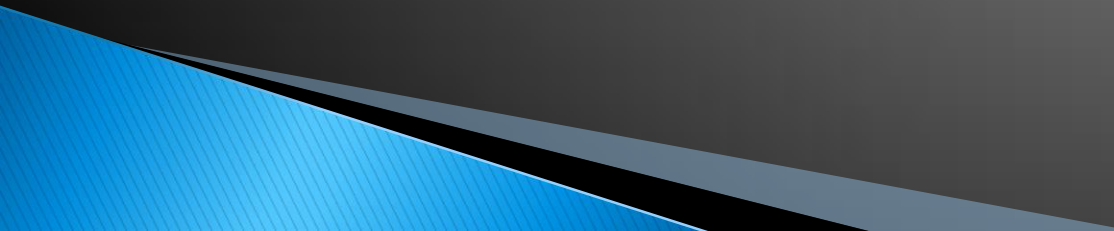
2012-03 -- It was *moved* by **M. da Silva** and *seconded* by **J. Anderson**:
THAT the meeting be now adjourned.

The meeting was adjourned by consensus at 7:52 p.m.

Chair of the Board

Secretary

St. Joseph School Council
December 16, 2013
Presentation to WCDSB Trustees




School Time Change September 2014


Purpose

- Solicit initiation of a next step/action plan


Council concerns

- Risk situations
 - Daycare
 - Affordability
- 

Report from Our Parent's Concerns

- Provision for before and after school care
 - Extra Curricular Activities
 - School Excursions
 - Breakfast Program
 - Itinerant Music/ Itinerant Planning Time/Board Programs
- 

Report from Our Parent's Concerns¹² –continued

- Afternoon Recess Safety
 - Special Education
 - Access to Out of Boundary enrolment
 - Staffing
- 

Conclusion

Date: December 16, 2013
To: Board of Trustees
From: Director of Education
Subject: Rural West Waterloo School Closure Review – Process Update #1

Type of Report: Decision-Making
 Monitoring
 Incidental Information

Type of Information: Information for Decision Making
 Monitoring Information
 Information Only

Origin:

WCDSB Capital Plan January 2013

Policy Statement:

Executive Limitation IV 010 “Facilities/Accommodation” ... the CEO shall not:

1. Allow material changes to facilities, boundary changes, or the closure of existing facilities to occur without established procedures ...

APF008 “Pupil Accommodation Review Process”

Background/Comments:**Timeline/Process**

- On April 29, 2013, the WCDSB Board of Trustees initiated an Accommodation Review for the Rural West Waterloo area. This review follows the School Closure Review process outlined in APF008 Part B.
- On May 27, 2013, it was decided that the review would include the following schools: Holy Family, Holy Rosary, St. Agatha, St. Clement, and St. Nicholas.
- In September 2013, presentations were given to each school council to share background information, to discuss the review process and to solicit parent volunteers for the Accommodation Review Committee (ARC).
- The ARC has toured each of the five schools, held 2 committee meetings, and 1 public consultation session to date.
- The first public consultation session was held on December 5, 2013 at St. Nicholas to present background information and School Information Profiles.

Goals of the Rural West Waterloo School Closure Review

- Develop an accommodation strategy that best serves the Catholic community over the long term.
- Determine long-term enrolment boundaries to balance enrolment with capacity.
- Examine the long-term sustainability of the schools in the Rural West Waterloo area with particular focus on the impact of small schools.
- Address site size and facility condition issues at St. Agatha.
- Maximize the number of students able to walk to school.

Public Consultation Sessions

- 3 people attended the public consultation session held December 5, 2013, not including ARC members or Trustees. The breakdown in attendance was: St. Agatha – 1, and St. Nicholas – 2.
- In total, 2 comment sheets have been submitted (Appendix A)

Notification & Advertising

- The Communications Update (Appendix B) lists all advertising and communication to parents and the public.
- The board's website has also been updated regularly throughout the review process.
- A notification email is sent out with each website update to those who have signed up to receive notifications.

Background Information & School Information Profiles

- The ARC has completed a School Information Profile for each of the five schools. The following table summarizes the positives and challenges of each school that were identified by the ARC.

	Positives	Challenges
Holy Family	<ul style="list-style-type: none"> • Adequate library and administration space. • Holy Family Church is adjacent to the school. • Informal arrangement to share the creative playground with the adjacent Grandview Public School. 	<ul style="list-style-type: none"> • Gymnasium slightly undersized for the size of the school. • Site size and slopes make it challenging to add portables or an addition on the site. • Student yield = 0.110
Holy Rosary	<ul style="list-style-type: none"> • Adequate library and double gymnasium. • Two storey building, which is wheelchair accessible. • School has purpose-built art, science, and music rooms. • Park adjacent to the school has baseball diamond, landscaped areas, and walking trails. 	<ul style="list-style-type: none"> • Administration space slightly undersized for the size of the school. • There are some slopes on the site which limit the ability to add many portables or a major addition. • 2013 Enrolment = 324 (75% utilization).
St. Agatha	<ul style="list-style-type: none"> • Adequate gymnasium. • Large playground (leased). • St. Agatha Church is adjacent to the school. 	<ul style="list-style-type: none"> • Library and administration space undersized for the size of the school. • Lease for adjacent playground will expire in 2019. • Board owns 1.9 acres, which is a small site and limits the ability to add portables or an addition. • Approximately half of the school is a port-a-pak, which has a limited life span. • High renewal costs relative to the size of the school (FCI = 99.9%). • 6 students designated as walkers. • Student yield = 0.145 • 2013 Enrolment = 100 (59% utilization).
St. Clement	<ul style="list-style-type: none"> • Adequate library. • St. Clement Church is adjacent to the school. The majority of school parking is located on the Church site. 	<ul style="list-style-type: none"> • Gymnasium and administration space undersized for the size of the school. • Two storey school and not wheelchair accessible. No elevating device and stairs at every entrance. • Majority of classrooms are open concept. • High renewal costs relative to the size of the school (FCI = 70.3%). • 2013 Enrolment = 198 (70% utilization) • Site size and shape limits ability to add portables or an addition.

St. Nicholas	<ul style="list-style-type: none"> • Newest school (built in 2001 and addition in 2009). • Adequate library, double gymnasium, and administration space. • Large site size, which offers opportunities to add many portables or an addition. • School adjacent to a park. • Childcare centre attached to school. 	<ul style="list-style-type: none"> • Decline of 100+ students since 2010. Enrolment decline is projected to continue. • Student yield = 0.195
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Recommendation:

THAT the Board of Trustees receive the Rural West Waterloo School Closure Review – Process Update #1 report for information.

Prepared/Reviewed By:

Larry Clifford
Director of Education

Shesh Maharaj
Chief Financial Officer

Lindsay Ford
Manager of Planning, Admissions and Enrolment

Virina Elgawly
Planning Officer

*Bylaw 5.2 “where the Board of Trustees receives from the Director of Education a monitoring report that flows from a responsibility delegated to the Director under Board Policy – *except where approval is required by the Board of Trustees on a matter delegated by policy to the Board* - the minutes of the Meeting at which the Report is received shall expressly provide that the Board has received and approved of the Report as an action consistent with the authority delegated to the Director, subject in all instances to what otherwise actually occurred.”

RURAL WEST WATERLOO SCHOOL CLOSURE REVIEW

Public Consultation Session #1

December 5, 2013

All comments are subject to Freedom of Information/Protection of Privacy legislation. All written public comments received by staff will be distributed to the Accommodation Review Committee (ARC) and Trustees. They will also be posted on the board's website.
Public comments received throughout the process will become part of the public record.

Please let us know which school you are from.

- Holy Family
 Holy Rosary
 St. Agatha
 St. Clement
 St. Nicholas
 Other _____

1. What do you consider to be the most pressing issues facing the Rural West Waterloo Schools?

- Declining enrolment Site condition/size
 Small schools Building condition
 Overcrowding No issues
 Other (specify): _____

2. Please list any issues or concerns that you would specifically like addressed through the school closure review process.

Right now, the current areas that are bussing students to St. Agatha do not make sense. In Vista Hills, the bus can only exit the area by Columbia and Ebsville. It's less travel to go to St. Nick's!

3. Are you aware that you can submit comments at any time during this process, not just at public sessions? All written comments are posted on the board website.

- Yes
 No, I wasn't aware

4. Please provide any additional comments or suggestions.

The Board needs to ensure that they are getting all the funding they possibly can to keep schools in good condition. I have lived in Waterloo for two years and filled out the appropriate forms several times and my tax dollars are still going to the public board.

Also the Board should canvass the Catholics in the community to see if they are paying their taxes are going to the Catholic Board and if not, would they switch.

→

By keeping St. Agatha open and having Vista Hills area go to that school, a lot of students will be switched to the public board. Families in urban areas don't expect their kids to go to rural schools... especially when they are in great need of repair.

RURAL WEST WATERLOO SCHOOL CLOSURE REVIEW

Public Consultation Session #1

December 5, 2013

All comments are subject to Freedom of Information/Protection of Privacy legislation. All written public comments received by staff will be distributed to the Accommodation Review Committee (ARC) and Trustees. They will also be posted on the board's website.

Public comments received throughout the process will become part of the public record.

Please let us know which school you are from.

- Holy Family
 Holy Rosary
 St. Agatha
 St. Clement
 St. Nicholas
 Other _____

1. What do you consider to be the most pressing issues facing the Rural West Waterloo Schools?

- Declining enrolment Site condition/size
 Small schools Building condition
 Overcrowding No issues
 Other (specify): meeting the needs of Catholic parents in Wilmot

2. Please list any issues or concerns that you would specifically like addressed through the school closure review process.

- if St. Agatha school offered day care/all day KS enrollment would increase
- if St. Agatha school could not be under review every 5 years, enrollment would increase
- Board needs to address ~~growth~~ growth areas in Wilmot

3. Are you aware that you can submit comments at any time during this process, not just at public sessions? All written comments are posted on the board website.

- Yes
 No, I wasn't aware

Wilmot
+ how
they have
missed
opportunities

4. Please provide any additional comments or suggestions.

- there are Catholics in Wilmot not attending a WCDSSB School. This is the problem that needs to be addressed.

2013 Rural West Waterloo School Closure Review

Communications Update to December 5, 2013

February 19, 2013 – Board staff announced changes to the boundary for St. Agatha CES. The changes were made as per APF 008 – Pupil Accommodation Review Process – Part A: Boundary Review Process. Details were provided in a [full report](#) to the board of trustees in public session and the report and boundary map were [web posted](#).

February 26, 2013 – A link to the boundary map and board report was communicated via the WCDSB [Twitter](#) feed.

February 26, 2013 – The [New Hamburg Independent](#) published an editorial titled (*Is the St. Agatha school worth saving?*).

February 26, 2013 – The dates of two public consultations (march 20, 2013 and April 10, 2013) were announced, [web posted](#) and communicated via the WCDSB [Twitter](#) feed.

February 27, 2013 – Trustees Janek Jagiellowicz and Anthony Piscitelli authored an op-ed column in the [New Hamburg Independent](#) titled (*Catholic board trustees ask parents to appeal boundary decision*).

March 1, 2013 – The [Waterloo Chronicle](#) published a story titled (*Shift from St. Agatha might mean more students for Waterloo's St. Nicholas*).

March 14, 2013 – The [Waterloo Region Record](#) published a story titled (*Parents fear boundary change will mean school closure*).

March 18, 2013 – [Five delegations](#) appealed the boundary change at the board of trustees meeting. The board of trustees deferred a decision on the appeal until April 2, 2013. The meeting was covered by [CTV News](#) during both the 6 p.m. and 11:30 p.m. newscasts.

March 19, 2013 – An updated story on the boundary change appeal was covered by [CTV News](#) during the 12 noon newscast.

March 26, 2013 – The [Waterloo Region Record](#) published a story titled (*St. Agatha parents want changes to boundary policies*).

March 26, 2013 – The [New Hamburg Independent](#) published a story titled (*Parents plead with Catholic trustees to keep St. Agatha school's boundary intact*).

April 2, 2013 – By a vote of 5-4 the Board of Trustees passed the following motion: *THAT the Board of Trustees does overturn on appeal, the February 19, 2013 staff decision affecting the boundaries of St. Agatha CES and St. Nicholas CES. The Board of Trustees does instruct staff to come back to the trustees in a month with a recommendation as to which schools will be involved in an Accommodation Review.*

April 3, 2013 – The [Waterloo Region Record](#) published a story titled (*St. Agatha school to take new subdivision students*).

April 3, 2013 – [CTV News](#) featured a story on the St. Agatha boundary decision and ARC announcement during its noon news broadcast.

April 3, 2013 – A letter announcing the boundary change decision and the pending school accommodation review was sent home to all families at *St. Agatha CES, Holy Family CES, St. Clement CES, St. Nicholas CES, Holy Rosary CES and Our Lady of Lourdes CES*.

April 10, 2013 – The [New Hamburg Independent](#) published a story titled (*Trustees vote to keep St. Agatha school boundary intact in Waterloo: Catholic board vote sets accommodation review in motion for September*).

April 11, 2013 – The Waterloo Region Record published an opinion column titled (*Sad to see small schools close*).

April 29, 2013 – One delegation appeared before the Board regarding the proposed Rural West / Waterloo ARC. A decision on the number of schools to be involved in the ARC was deferred to May 27, 2013.

May 7, 2013 – A flyer announcing the change of location of the May 21 public meeting of the Board of Trustees was sent home to all St. Agatha CES families.

May 27, 2013 – A news release titled “Catholic Board Addresses School Accommodation Issues in Woolwich, West Waterloo, Wilmot and Wellesley”. The release was web-posted and sent via email to:

- ✓ All local media outlets
- ✓ All WCDSB staff and Trustees
- ✓ All Waterloo Region parishes
- ✓ All local MPPs & MPs
- ✓ All local Mayors

May 28, 2013 – CBC Radio and 570 News posted stories about the vote to initiate a school closure review in West Waterloo, Wellesley and Wilmot.

June 5, 2013 – The New Hamburg Independent published a story titled (*Catholic board to consider closing St. Agatha school*).

June 21, 2013 – The Waterloo Region Record published a story titled (*Families will rally to fill St. Agatha school*). The rally was also covered by CTV News on June 20, 2013.

June 26, 2013 – The New Hamburg Independent published a story titled (*Students rally in support of keeping St. Agatha school's future bright as fall accommodation review looms*).

September 5, 2013 – A flyer announcing the special school council information sessions was sent home to all families in the review schools.

September 6, 2013 – A special website was launched at www.wcdsb.ca/about/accom/RWWaterloo/index.html.

September 9, 2013 – Letters inviting participation on the ARC were sent to the following:

- ✓ City of Waterloo;
- ✓ Wellesley & Wilmot Townships; and,
- ✓ St. Agatha, St. Michael, Holy Family, St. Clement & Our Lady of Lourdes Parishes.

September 11, 2013 – An email message was sent to the Greater K-W Chamber of Commerce inviting suggestions for “a business community representative who can represent the broader interests of the business community in the overall review area as opposed to the business interests of just one of the affected school areas”.

October 21, 2013 – The first meeting of the ARC was held at St. Nicholas CES.

October 29, 2013 – A news release titled “Catholic Board Sets Dates for Rural West Waterloo School Closure Review Public Meetings” was web-posted, sent home with students and sent via email to:

- ✓ All local media outlets;
- ✓ All WCDSB staff and Trustees;
- ✓ All Waterloo Region parishes;
- ✓ All local MPPs & MPs;
- ✓ All local Mayors; and,
- ✓ All local municipal CAOs

October 30, 2013 – The news release titled “Catholic Board Sets Dates for Rural West Waterloo School Closure Review Public Meetings” was published verbatim by Exchange Magazine in the Exchange Morning Post newsletter.

November 5, 2013 – The New Hamburg Independent published a story titled (*Catholic school closure review set to begin in December*).

November 14, 2013 – The second meeting of the ARC was held at St. Agatha CES.

November 22, 2013 – A flyer announcing the December 5, 2013 public open house & presentation as well as upcoming public meeting dates / locations was sent home to all families in the review schools and web-posted.

December 3, 2013 – A reminder of the date, time and location of the first public meeting was communicated via the WCDSB Twitter feed.

December 5, 2013 – The first public meeting was held at St. Nicholas CES. Only three members of the public attended.

END to DATE

Waterloo Catholic District School Board

MOVED BY: Anthony Piscitelli

SECONDED BY: Manuel da Silva

TOPIC: **Audit Committee**

WHEREAS: the Audit Committee's role is to aid the Board of Trustees in decision making; and

WHEREAS: non-Board members Audit Committee members provide financial expertise and credentials that are not always among the elected Trustees; and

WHEREAS: Audit Committees should be independent of management and seen to be independent of management; and

WHEREAS: the Ministry of Education has the power to amend Education Act Regulations.

THEREFORE BE IT RESOLVED THAT:

OCSTA petition the Ministry of Education to amend Ontario Regulation 361/10 Audit Committees to increase the number of Trustees on selection committees from one to three;



Number: II 005
Subject: Consultation

Approval Date: September 29, 2008

Effective Date: September 29, 2008

Revised: May 31, 2010, February 28, 2011, May 27, 2013

Policy Statement:

The Board of Trustees values a culture that holds consultation at its core. Consultation occurs to gain different perspectives. We believe that meaningful consultation is planned, purposeful, and equitable and that it contributes to enhanced decision making. Consultation occurs because the views and experiences of our owners, stakeholders and other partners in Catholic education are valued and inform the work of the board.

1. The Board of Trustees and associated advisory committees will confirm that meaningful consultation occurs on matters of importance that affect the WCDSB. Matters of importance shall include but not be limited to:
 - a. Establishment or amendment of Board policies affecting one or more groups.
 - b. Matters which specifically require a board decision.
2. Consultation may be formal or informal.
3. All consultations will provide feedback to participant groups/individuals



Date: December 16, 2013
To: Board of Trustees
From: Larry Clifford, Director of Education
Subject: Bell Time for St. Anne CES - Kitchener

- Type of Report:**
- Decision-Making
 - Monitoring
 - Incidental Information
- Type of Information:**
- Information for Decision Making
 - Monitoring Information
 - Information Only

Origin:

Trustees approved the alignment of bell times across the Region on November 25, 2013, and requested that the times for St. Anne CES in Kitchener be reviewed knowing that bell times at that school were just changed effective September 2013. This report updates Trustees on what action will be taken for St. Anne CES in Kitchener.

Policy Statement:

Background/Comments:

A chart of the bell times for St. Anne CES in Kitchener - historical, current, and proposed follow:

	Start	Stop
Historical to June 2013	8:35	3:05
Current	8:55	3:25
Proposed	9:15	3:45

Parents and families objected to the proposed times as they had already been asked to move ahead by 20 minutes effective September 2013. The proposed change would have families moving by another 20 minutes effective September 2014, for a total of 40 minutes over 2 years.

In order to move bell times away from the proposed times indicated above, buses need to be added – 4 for a total of \$160,000.

While St. Anne does need to move to the proposed times in order for the bell time alignment to be optimized, it has been determined that parents need a greater and more reasonable period of time to adjust to the change. Accordingly, the proposed times will not be put into effect until September 2015. Current times will prevail until that time.

For clarity, the deferral of the bell time change is being undertaken in consideration of this school having to move twice, which is different than the school community not agreeing with the time.

Recommendation:

That this report be received as information on bell time changes to St. Anne CES in Kitchener.

Prepared/Reviewed By: Larry Clifford
Director of Education

Shesh Maharaj
Superintendent of Corporate Services
Treasurer and CFO

*Bylaw 5.2 "where the Board of Trustees receives from the Director of Education a monitoring report that flows from a responsibility delegated to the Director under Board Policy – *except where approval is required by the Board of Trustees on a matter delegated by policy to the Board* - the minutes of the Meeting at which the Report is received shall expressly provide that the Board has received and approved of the Report as an action consistent with the authority delegated to the Director, subject in all instances to what otherwise actually occurred."

Date: December 16, 2013
To: Board of Trustees
From: Director of Education
Subject: 2013-2014 Revised Estimates

Type of Report: Decision-Making
 Monitoring
 Incidental Information

Type of Information: Information for Decision Making
 Monitoring Information
 Information Only

Origin:

This report provides an update to Trustees on changes made to the approved June budget based on expense and revenue variances (the details of which are below).

Policy Statement:

N/A

Background/Comments:

Actual enrolment as at October 31, 2013 was reviewed and revenues recalculated. Further, certain expenses were eliminated from the budget, and others added, based on the most recent information available.

Enrolment Changes:

	Estimates	31-Oct-13	Change
Elementary	13,315.0	13,264.5	(50.5)
Secondary	6,359.0	6,438.0	79.0
High Credit	40.0	40.0	-
Difference			28.5

A summary of changes follows:

Estimates	\$ -	Balanced		
Additions to revised estimates				
Additional EAs - OECTA variance	\$ 130,000	EAs added related to class size (per collective agreement)		
Additional EAs and CYCWs	150,000	New students to our system		
New VP	70,000			
Fully Alive Religion Program	180,000	Completes resources purchase		
Marketing	50,000			
Increase Vision teacher position	38,000			
Computer replacement	35,000	New software does not work on older computers		
	\$ 653,000			
Factors affecting revenues				
Elementary enrolment reduction (50.5 FTE)	\$ 425,000			
Increase in secondary enrolment (79 FTE)	(675,000)			
Retirement gratuity funding	(200,000)	Built in to budget before Ministry funding received		
Change in depreciation	(203,000)			
	\$ (653,000)			
Revised Estimates	\$ -	Balanced		

The revised budget will be filed with the Ministry based on the changes outlined above.

Recommendations:

That the Board of Trustees receive this report as information.

Prepared/Reviewed By: Larry Clifford
Director of Education

Shesh Maharaj
Superintendent of Corporate Services and Treasurer

Laura Isaac
Senior Manager, Financial Services

*Bylaw 5.2 “where the Board of Trustees receives from the Director of Education a monitoring report that flows from a responsibility delegated to the Director under Board Policy – *except where approval is required by the Board of Trustees on a matter delegated by policy to the Board* - the minutes of the Meeting at which the Report is received shall expressly provide that the Board has received and approved of the Report as an action consistent with the authority delegated to the Director, subject in all instances to what otherwise actually occurred.”