A public meeting of the Committee of the Whole was held Monday, January 13, 2014 at St. Joseph CES, 980 Westminster Dr., S., Cambridge, ON

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; Laura Shoemaker

Special Resources For The Meeting:

Regrets:
Maria Ivankovic; John Shewchuk; Fr. Fred Scinto

Absent:

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 6:11 p.m.

1.1 Opening Prayer & Memorials
The opening prayer was led by F Johnson. Intentions were offered for Kayla Baker student at St Benedict, Mayela Fitzgerald student at St. David, Ron St. Louis superintendent at Northeastern CDSB, RomaLee Bumbacco-Sodaro’s father, Lynn Woodbeck’s mother-in law and a former staff member of Larry Clifford who all passed away.

1.2 Approval of Agenda
Move Items 10.2.1 and 10.2.2 to follow 4.3 
2014-10 -- It was moved by M. da Silva and seconded by G. Reitzel:
THAT the agenda for January 13, 2014 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 November 11, 2013
3.1.2 Items for action from previous in-camera meeting of January 13, 2014

2014-11 -- It was moved by W. Price and seconded by J. Anderson: 
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 P. Reitmeier presented the VIP award to Emily Louro, a student at Holy Spirit
4.1.2 G. Reitzel presented the VIP award to Lourd Melki, a student at St. Ambrose
4.1.3 J. Anderson presented the VIP award to Brianna Fortunato, a student at St. Anne C
4.1.4 W. Buchholtz presented the VIP award to Kambel Schmalz, a student at St. Joseph C

The meeting recessed at 6:35 p.m.
The meeting resumed at 6:39 p.m.

4.2 Compassionate Care Framework
W. Buchholtz introduced Michael Whitehead, school social worker to speak about the Compassionate Care Framework.

M. Whitehead said the document focuses on our values and being “the heart of the community”. It is to build capacity and community in difficult times. A tool has been developed to help schools determine how much support and the type of support they need. The main tool used is the Compassionate Care Flowchart. The document is a working draft and adjustments will be made as necessary.

Our values
- healing works best when it occurs in a community/family. As a community we support one and other. Staff, students and community can grow together through difficult circumstances.

Our approach
- least intrusive approach and only involve outside support when necessary. Every school has its own culture. We respect the culture but provide direction.

Framework Components
- Small accessible document (provides immediate direction and responses tailored to the situation)
- Supported by online resources
- Expert staff guide, support and lead

There are four levels of events when considering support
- Compassionate care event (school team leadership takes the lead)
- Localized crisis (social worker collaborates with the school)
- System trauma (leadership by Compassionate Care lead)
- Community or world trauma (senior Administration and Government take lead)

Implementation Plan
The document was presented to Senior staff in October 2013. There was an orientation for student services and intensive training for social workers in December. Orientation for SEAC was in January. Administrators, chaplains, and Pastoral teams will be trained in the spring. The document will be revised for January 2015 based on feedback from these groups. L. Clifford expressed his thanks on behalf of senior staff.

4.3 St. Joseph Tour
M. Godin gave the trustees a tour of St. Joseph school facilities showing student achievement in the classrooms.

4.4 Marketing Strategy
V. Degutis advised the marketing plan is a key cog in keeping our board vital, moving forward and informing the community of what we are doing and doing well.

He gave an overview of our Marketing Plan Objectives. Our message delivered through television, print, media and internet/social media is ‘Waterloo Region’s Catholic Schools Come Experience the Difference...’
4.5 Communication Training for Administrators
V. Degutis advised he and John Shewchuk offered two sessions for administrators, senior staff, communication tech teachers, and learning services designed to define the role of public relations and build confidence. An expert panel from different media were present. Mock interviews were held followed by debriefing and discussion.

4.6 Culture of Life Student Leadership Conference
D. Haime said we have been invited to send our students to the conference the Diocese of Hamilton is hosting on Feb 13th. The theme is The Social Injustice of Abortion. Bishop Miehm will close the conference celebrating mass at the Cathedral Basilica of Christ the King.

4.7 Fully Alive and Born of the Spirit Resource Updates
D. Haime advised the purchase of the Fully Alive program has been completed for grades 1 to 8 and is being implemented. The Bishops have determined the Born of the Spirit program needs replacing. Funds will need to be budgeted for the purchase as this is not funded by Grants for Student Needs or EPO grants.

5. Ownership Linkage (Communication with the External Environment)

6. Actions From Board Committees/Task Forces
6.1 Ends Statement Task Force Recommendation
F. Johnson advised the task force presented a revised draft Ends statement after consultation and online surveys. The task force is recommending trustees approve the Ends statement. A recommendation to accept the draft Ends Statement will be added to the Consent Agenda: Board of Trustees on January 27, 2014 for approval.

6.2 2013-14 Revised Committee Assignments
W. Buchholtz reviewed the adjustments made to committees with the change of Vice-chair. Accommodation Review Committee will be added listing W. Price and F. Johnson.

7. Board Education (at the request of the Board)

8. Policy Discussion

9. Assurance of Successful Board Performance
9.1 Trustee Code of Conduct
W. Buchholtz advised with the completion of the Ends Task Force F. Johnson asked to set up a task force to look at the Trustee Code of Conduct. W. Price, G. Reitzel, M. da Silva, P. Reitmeier and J. Anderson volunteered to sit on the task force. A recommendation will be added to the Consent Agenda: Board of Trustees that a task force be set up to revise Board Policy II 007 Board Members’ Code of Conduct to be completed by November 2014.

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 Marketing Strategy – moved to 4.4

10.2.2 Communication Training for Administrators – moved to 4.5

10.2.3 Areas of Priority (Strategic Alignment)
L. Clifford reported:
   Heart of the Community (Nurturing Our Catholic Community)
   - Bishop’s Banquet May 13/14
   - D. Haime appointed Vice-chair of Catholic Curriculum consortium
   - Appointment of Principal to St. Gabriel will be made public this week
   - Principal/vice-principal interviews begin next Monday
• FACE group and Linkage Committee will be working with J. Shewchuk and D. DeSantis to bring the MPPs into the secondary schools in March
• Working with the French Catholic Board on the Board wide Diocesan mass Sept 25/14
• D. Haime/G. Clifford to chair the Board-wide Spiritual Development Day

A Place for All (Building Capacity to Lead & Learn)
• Dec 12th meeting with Ministry of Education re Board Improvement plans
• Restorative Justice training held
• Suicide prevention training – all administrators

Success for Each (Student Achievement & Well Being)
• Director of Education/Superintendents school visits
• St. Benedict School Council meeting re: Bell times
• Deanery Meeting presentation re: Elementary admissions
• Catholic Charities Lottery

11. Potential Agenda Items

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:


The Recording Secretary confirmed the meeting decisions.

15. Motion to Adjourn

2014-13-- It was moved by M. da Silva and seconded by P. Reitmeier:
THAT the meeting be now adjourned.
The meeting was adjourned by consensus at 9:00 p.m.

Chair of the Board

Secretary