

Board of Trustees' Meeting

A public meeting of the Board of Trustees was held on Monday, September 29, 2014 at the Waterloo Region Catholic Education Centre.

Trustees Present:

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

Student Trustees Present:

Karen Hakim; Maria Paz Rodriguez

Administrative Officials Present:

Michael Schmitt; Gerry Clifford; David DeSantis; Derek Haime; Maria Ivankovic; Shesh Maharaj; Laura Shoemaker

Special Resources For The Meeting:

Jason Connolly; John Shewchuk

Regrets:

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 Kristen Monteiro, former student trustee. Intentions were offered for the families of those who have passed away and for families celebrating the birth of a child.

Kristen Monteiro was a student trustee from 2005 to 2007 and thoroughly enjoyed the role. She tried to build community between the different schools. She was hired as an occasional teacher with our board and said her time as a student trustee prepared her for where she is today.

1.2 Approval of Agenda

Add 9.5 Appointment of Director of Education; move Item 10.2.1 Early Supervision Report re: Early Bell Times to 4.3 **2014-147** -- It was *moved* by **J. Anderson** and *seconded* by **G. Reitzel**:

THAT the agenda for September 29, 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 – A. Piscitelli declared a conflict in item 1.3.1 from the previous in-camera meeting of Sept 29/14 due to his employment with the Region of Waterloo.

1.4 Student Trustee Oath and Declaration

M. Schmitt invited Karen Hakim and Maria Paz Rodriguez to read and sign their declaration/oath of allegiance. Their trustee mentors J. Anderson and G. Reitzel presented them with a bible commemorating this occasion.

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 Approval of Minutes of Regular and Special Meetings
- 3.1.1 Minutes of Special Board meeting of June 21, 2014
- 3.1.2 Minutes of Board meeting of June 23, 2014
- 3.1.3 Minutes of Special Board Meeting of June 30, 2014
- 3.1.4 Minutes of Special Board Meeting of July 24, 2014
- 3.1.5 Minutes of Special Board Meeting of August 11, 2014
- 3.1.6 V-Principal, St. Louis Continuing Education/International Students – removed to item 9.6
- 3.1.7 Minutes of Governance Meeting of Sept 22, 2014
- 3.1.8 Minutes of Linkages Meeting of Sept 22, 2014
- 3.1.9 Staffing Report as of September 16, 2014
- 3.1.10 Items for Action from Previous In-camera Meeting of Sept 29, 2014 related to property

2014-148 -- It was *moved* by **J. Jagiellowicz** 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 EQAO Results

L. Shoemaker reported the EQAO results were publically released on Sept 16. She provided a synopsis at primary, junior, grade 9 and OSSLT. D. DeSantis praised administration, teachers and support staff for the growth shown in applied math at grade 9. Math continues to be the focus

4.2 Mental Health Plan

L. Shoemaker advised in the first year our mental health lead did a board-wide scan to look at mental health and the needs in our schools. A three year Mental Health & Wellness Strategy was created and will be submitted to the Ministry. The core elements of the strategy are strengthening key organizational conditions, building educator mental health literacy and implementing mental health promotion and programming. Trustees requested to have this brought back to Committee of the Whole in November for discussion. They were requested to email L. Shoemaker with their questions prior to the meeting.

4.3 Early Supervision Report re: Late Bell Times

J. Connolly reported an early supervision position was created to counter balance the earlier start times. All positions have been filled but we don't have a lot of opportunity for supply coverage if needed.

5 Ownership Linkage (Communication with the External Environment)

5.1 Community Invitation/Reporting

M. da Silva receives various invitations to events, some requiring an RSVP. If responding please copy Barb Pilsner to ensure someone is available to attend or thank them for their invitation.

6 Actions From Board Committees/Task Forces

6.1 Student Trustee Report and Presentations

K. Hakim reported:

St. Mary's – had gr 9 orientation week, an opening assembly on Sept 23rd, SMH challenge (video to be produced), and dress down day Sept 30th.

St. David – had an opening barbecue and is currently holding a pep rally.

St. Benedict – had homecoming week and a dance.

M. Paz Rodriguez reported:

Monsignor Doyle – has an upcoming sports day. They had Say hi day and Toonies for Terry

Resurrection – had gr 9 welcome assembly, barbecue/dance, civies day Sept 24th, Terry Fox Run, and Say hi day.

There is a coffee house Oct 8th (for Dominican Encounter), school wide barbecue on Oct 10th and an academic awards night Oct 22nd

The student trustees said their goal is to get students involved. They have created a Twitter page talking about what they do and how they represent the students' voice. They are attending the OSTA Fall General meeting Oct 2 – 5 and will bring back a report.

6.2 Trustee Budget Update: Quarterly Update

M. da Silva asked trustees to submit their expenses monthly as this will help with budgeting.

6.3 Governance

G. Reitzel advised several items were discussed at the Governance meeting and recommendations were made. Committee members recommended not to add private, private to the end of Board nor private, private, private to the end of Committee of the Whole.

2014-149 -- It was *moved* by **W. Buchholtz** and *seconded* by **W. Price**:

THAT the Board of Trustees approve the Terms of Reference as outlined in the governance recommendation. --- Carried by consensus

2014-150 -- It was *moved* by **J. Anderson** and *seconded* by **P. Reitmeier**:

THAT the Board of Trustees approve the revision to Board Policy II 012 as outlined in the governance recommendation. --- Carried by consensus

M. da Silva will contact OCSTA regarding the Education Act and private, private, private meetings. He will report back.

6.4 Pastoral Care Team

6.5 Linkages Committee

P. Reitmeier spoke about the terms of reference and the goal of the committee to strengthen relationships with our partners. Discussion on the terms of reference will be added to the Elementary Admissions/Linkages session with the external facilitator.

6.6 CPIC

7 Board Education (at the request of the Board)

7.1 2014-15 Work Plan of the Board

M. da Silva advised traditionally trustees have the discussion at the first board meeting on their work for the year. As this is an election year the focus for the new board will be moving forward with the new director.

7.2 School Newsletters Chart

M. da Silva advised the school newsletter chart was created in 2012-13. He asked trustees to choose an item or event about a school(s) as recognition to highlight to the other trustees. Trustees could also report on events they have attended in the past month.

8. Policy Discussion

8.1 2014-15 Board Policy Assignments/Board By-law Assignments

M. da Silva advised the policy and by-law assignments for 2014-15 will remain the same. Policy III 006 CEO Compensation & Benefits will be assigned to the Chair.

9. Assurance of Successful Board Performance

9.1 Board Policy II 002 Governing Style

It was recommended this policy and the board evaluation from September 2014 be given to the new board for discussion on their work going forward.

2014-151 -- It was *moved* by **A. Piscitelli** and *seconded* by **G. Reitzel**:

THAT the Board of Trustees reviewed Policy II 002 Governing Style and find we are not in compliance and excuse ourselves until the next monitoring. Further recommend the new board review this policy. --- Carried by consensus

9.2 Is There a Need to Review This Policy?

Trustees agreed there is a need to review this policy

9.3 Board Policy III 006 CEO Compensation & Benefits

2014-152 -- It was *moved* by **A. Piscitelli** and *seconded* by **W. Buchholtz**:

THAT the Board of Trustees reviewed Policy III 006 CEO Compensation & Benefits and find we are in compliance. --- Carried by consensus

9.4 Is There a Need to Review This Policy?

Trustees agreed to send this policy to Governance to add wording re: *Public Sector Compensation Restraint to Protect Public Services Act, 2010* (the "Restraint Act"). Add to pending items for OCSTA consideration.

9.5 Appointment of Director of Education

2014-153 -- It was *moved* by **P. Reitmeier** and *seconded* by **A. Piscitelli**:

THAT the Board of Trustees approves the appointment of Michael Schmitt as Director of Education of the Waterloo Catholic District School Board for the period of Sept 1, 2014 to Aug 31, 2015. --- Carried by consensus

9.6 V-Principal, St. Louis Continuing Education/International Students

Trustees inquired as to funding for the position. S. Maharaj advised the funding will come from an increase in the enrolment of international students in the June budget.

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 Trustee Honoraria

S. Maharaj advised trustees are required to approve and adopt an honorarium for the next term.

2014-154 -- It was *moved* by **W. Buchholtz** and *seconded* by **G. Reitzel**:

THAT the Board of Trustees select the following annual honorarium components for the 2014-2018 term of office:

- A base amount of \$5,900 per Trustee.
- An enrolment amount of \$4,102 per Trustee.
- An additional amount of \$2,500 for the position of Vice Chair
- An additional amount of \$5,000 for the position of Chair.
- An additional enrolment amount of \$527 for the position of Vice Chair.
- An additional enrolment amount of \$1,055 for the position of Chair.

2014-155 -- It was *moved* by **W. Price** and *seconded* by **A. Piscitelli**:

THAT the original motion be amended to keep the honorarium at the current level. --- Carried by consensus

2014-156 -- It was *moved* by **A. Piscitelli** and *seconded* by **W. Price**:

THAT the additional enrolment amount would read \$1 for Chair and \$1 for Vice-Chair. --- Carried by consensus.

2014-157 -- It was *moved* by **W. Buchholtz** and *seconded* by **G. Reitzel**:

The motion will now read:

THAT the Board of Trustees select the following annual honorarium components for the 2014-2018 term of office:

- A base amount of \$5,900 per Trustee.
- An enrolment amount of \$3,881.11 per Trustee.
- An additional amount of \$2,500 for the position of Vice Chair
- An additional amount of \$5,000 for the position of Chair.
- An additional enrolment amount of \$1 for the position of Vice Chair
- An additional enrolment amount of \$1 for the position of Chair. --- **Carried by consensus**

Policy II 013 "Cost of Governance" policy provision 3 will be amended to read as follows:

The Board will pay an honorarium to its trustees in accordance with the provisions in legislation. For the period of December 1, 2014 to November 30, 2018, the honorarium will be \$9,781.11 per year composed of a base amount of \$5,900 and an enrolment amount of \$3,881.11.

a. In addition to the honorarium payable to a trustee, the Chair of the Board will receive an additional honorarium of \$5,000 per year, plus an enrolment amount of \$1.

b. In addition to the honorarium payable to a trustee, the Vice-Chair of the Board will receive an additional honorarium of \$2,500 per year, plus an enrolment amount of \$1.

10.2.3 Trustee Expense Compliance Audit Committee

2014-158 -- It was moved by **P. Reitmeier** and seconded by **A. Piscitelli**:
THAT the Board of Trustees appoints Philip Silveira, Erin McDonald and Allan Wong to the Compliance Audit Committee for Trustee Expenses for the 2014-2018 term of office. --- no consensus

In Favour: 4

Opposed: 5

MOTION DEFEATED: Vote of 5 to 4.

2014-159 -- It was moved by **G. Reitzel** and seconded by **W. Price**:
THAT the Board of Trustees appoints Roger Lawler, Philip Silveira, Raf Wyszynski, Erin McDonald and Allan Wong to the Compliance Audit Committee for Trustee Expenses for the 2014-2018 term of office. --- no consensus

In Favour: W. Buchholtz, M. da Silva, F. Johnson, W. Price, P. Reitmeier, G. Reitzel

Opposed: J. Anderson, J. Jagiellowicz, A. Piscitelli

MOTION CARRIED: Vote of 6 to 3

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):

12.3 Pending Items:

- Look at building our rural population
- Consider a committee to review the boundaries for future consideration

12.4 Pending Items for OCSTA Consideration

- *Public Sector Compensation Restraint to Protect Public Services Act, 2010* (the "Restraint Act")

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

2014-160 -- It was moved by **W. Price**:

THAT the meeting be now adjourned.

The meeting was adjourned by consensus at 8:46 p.m.

Chair of the Board

Secretary