A public meeting of the Committee of the Whole was held Monday, February 9, 2015 at Waterloo Region Catholic Education Centre, Kitchener

**Trustees Present:**
Joyce Anderson; Bill Conway; Manuel da Silva (Chair); Amy Fee; Frank Johnson; Wendy Price; Greg Reitzel; Brian Schmalz; Melanie Van Alphen
*attended electronically

**Student Trustees Present:**
Karen Hakim; Maria Paz Rodriguez

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

**Special Resources For The Meeting:**
Laura Isaac

**Regrets:**
Michael Schmitt; Laura Shoemaker, John Shewchuk

**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 called the meeting to order at 6:02 p.m.

1.1 **Opening Prayer & Memorials**
The opening prayer was led by F. Johnson. Intentions were offered for Fr. Charlie Fedy who passed away, and for all those who have chosen a consecrated life for the support they provide to us in our parishes and schools.

1.2 **Approval of Agenda**
2015-24 -- It was moved by G. Reitzel and seconded by B. Schmalz:
THAT the agenda for February 9, 2015 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 January 12, 2015
2015-25 -- It was moved by J. Anderson and seconded by B. Conway: THAT the Consent Agenda Board of Trustees and the recommendations contained therein be now approved. Carried by consensus

4 Delegations

5. Advice From the CEO

5.1 Budget Consultation Plan
L. Isaac reviewed the budget process for 2014-15. A similar process will be followed for 2015-16 with June 1st as the formal presentation of the budget. Trustees will have several weeks to deliberate before approving the budget on June 22nd for submission to the Ministry by June 26th. Updates will be provided throughout the process.

5.2 STSWR Annual Report
B. Bourgault presented the 2013-14 annual report. The primary focus is for the safety of the students. He reviewed the safety initiatives, productivity initiatives and performance indicators from the report. A summary for 2013-14 was provided in the report and the objectives for 2014-15

5.3 School Climate Survey
D. Haime stated all school boards are required to conduct school climate surveys of students, staff and parents every two years. During the month of February all schools are conducting a staff climate and parent school climate survey developed by the Ministry of Education. In April a student resiliency survey will be conducted for students in grades 4 to 12. The results will be used to ensure our sites are the safest possible.

5.4 Trustee Meeting with Bishop Crosby – February 24
G. Clifford provided the details of the meeting with Bishop Crosby for trustees who indicated they were able to attend the session.

5.5 Outstanding Principal Award
G. Clifford shared the congratulatory letter sent by OCSTA to Chris Woodcroft who was recognized as one of Canada’s Outstanding Principals.

5.6 St. Jerome’s Lecture Series
D. Haime advised for the past several years our board has sponsored a lecture at St. Jerome’s University. This year the lecture sponsored is Stay Awake! Remembering How Central Contemplation is to the Life of the Church and the World given by Fr. Laurence Freeman on February 13th at 7:30 at Siegfried Hall for those able to attend.

5.7 Update on French Immersion
M. Ivankovic reported of the 87 applicants, 80 were selected and the others were put on a waiting list. For 2015-16 we have four classes – one in Waterloo and Cambridge and two in Kitchener.

6. Ownership Linkage (Communication with the External Environment)
Trustees met as separate groups for Linkages and Pastoral Care. Trustees not on the committees were invited to join either group for their discussions.

6.1 Linkages Activity
A. Fee advised committee members will plan a breakfast meeting from 7:30 to 9:00 a.m. and invitations will be sent to members from council, other community leaders as well as SEAC for Friday, May 8th. Thank you letters will be sent to CPIC, SEAC and parish priests at the end of the year. Trustees suggested a follow-up call inviting staff receiving recognition to attend Staff Recognition evening May 21st. M. Schmitt and J. Shewchuk will meet with members to prepare and send invitational letters.

6.2 Pastoral Care Team
B. Schmalz advised the goal is to have trustees become engaged with the heart of the Catholic community. Past student trustees will be invited to say prayer at board meetings. Members suggested volunteering at one of the breakfast clubs in the schools or making a donation to Nutrition for Learning. They also suggested mass during Education week in Cambridge for trustees, Executive Council and their families and welcoming new parish priests to the area.
7. Reports From Board Committees/Task Forces

8. Board Education (at the request of the Board)
   8.1 Good Governance
   G. Clifford asked trustees to discuss chapter 5 and 6 in small groups. The whole board then identified what was new and if there were any areas to investigate. An outside facilitator may be engaged to offer a session on Chapter 6.

   Trustees will read and discuss Chapters 7 and 8 at the February 23rd Board meeting.

9. Policy Discussion

10. Assurance of Successful Board Performance

11. Assurance of Successful Director of Education Performance

12. Potential Agenda Items

13. Announcements

14. Items for the Next Meeting Agenda/Pending Items
   14.1 Items for the Next Meeting Agenda

   14.2 Pending Items

15. Adjournment – Confirm decisions made tonight. Closing Prayer

   The Recording Secretary confirmed the meeting decisions.

16. Closing Prayer

17. Motion to Adjourn

   2015-26-- It was moved by F. Johnson:
   THAT the meeting be now adjourned.
   The meeting was adjourned by consensus at 7:56 p.m.

Chair of the Board

Secretary