

Board of Trustees' Meeting

A public meeting of the Board of Trustees was held on Monday, October 26, 2015 at the Waterloo Region Catholic Education Centre.

Trustees Present:

Joyce Anderson; Bill Conway; Manuel da Silva (Chair); Amy Fee; Frank Johnson; Greg Reitzel; Brian Schmalz; Melanie Van Alphen

Student Trustees Present:

Karen Hakim; Sebastian Monsalve

Administrative Officials Present:

Loretta Notten; Gerry Clifford; David DeSantis; Derek Haime; John Klein; Laura Shoemaker

Special Resources For The Meeting:

Lindsay Ford

Regrets:

Wendy Price; 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 Vice-Chair of the Board called the meeting to order at 6:01p.m.

1.1 Opening Prayer & Memorials

The meeting opened with prayer by F. Johnson. Intentions were offered for F. Johnson, L. Notten's parents and G. Reitzel; for St. David's CSS celebrating their 50th anniversary, and Resurrection CSS celebrating their 25th anniversary.

1.2 Approval of Agenda

Move APF008 Pupil Accommodation and Review Process to Item 5.1 and Saint John Paul II Boundary Review to Item 5.2. Move APF 015 to Item 5.4 and renumber Items 5.4 and 5.5. Add Item 8.1 Monitoring Multi-year Strategic Plan **2015-101** -- It was *moved* by **A. Fee** and *seconded* by **B. Conway**:
THAT the agenda for October 26, 2015 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)

2.1 Minutes of June 3, 2015 CPIC Meeting

2.2 Compliance Audit Committee for Trustee Election Expenses

2015-102 -- It was *moved* by **F. Johnson** and *seconded* by **G. Reitzel**:

THAT the Consent Agenda Director of Education and the recommendations contained therein be now approved. --- Carried by consensus

3. Consent Agenda: Board of Trustees (Minutes of meetings)

3.1 Approval of Minutes of Regular and Special Meetings

3.1.1 Minutes of September 28, 2015 Board meeting

3.1.2 Minutes of September 9, 2015 SEAC Meeting

3.1.3 Items for Action from Previous In-camera Meeting of October 26, 2015 Related to Personnel

2015-103 -- It was *moved* by **B. Schmalz** and *seconded* by **M. Van Alphen**:

*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 APF008 Pupil Accommodation and Review Process

L. Ford reviewed the results of the survey and the need to develop a transition planning framework to assist school communities in developing and implementing activities to ease the transition.

2015-104 -- It was *moved* by **A. Fee** and *seconded* by **B. Conway**:

THAT the Board of Trustees endorses the changes to APF008: Pupil Accommodation Review Process dated October 26, 2015 and revises Executive Limitation IV 010 policy #7 to reflect this.

*THAT staff prepare a formal transition planning framework to be appended to APF008 by December 31, 2015. ---
Carried by consensus*

5.2 Saint John Paul II Boundary Review

L. Ford advised of the need for a boundary review to reduce the enrolment pressure at Saint John Paul II. Six portables have already been added and a seventh portable would negatively impact the playground/sports fields.

2015-105 -- It was *moved* by **F. Johnson** and *seconded* by **G. Reitzel**:

THAT the Board of Trustees initiates a boundary review involving Saint John Paul II and St. Daniel Catholic Elementary Schools with the purpose of reducing enrolment pressure at Saint John Paul II. --- Carried by consensus

5.3 APF012 Facility Partnerships

L. Ford reviewed the results of the survey questions which were posted on the website, advertised by Newswire and emailed to existing facility partners. There is no recommendation for change at this time.

2015-106 -- It was *moved* by **M. Van Alphen** and *seconded* by **A. Fee**:

THAT the Board of Trustees endorses APF012: Community Planning and Facility Partnerships dated October 26, 2015. --- Carried by consensus

5.4 APF 015 Dedication Within Board Facilities

L. Notten and G. Clifford introduced Dan Witt, principal of St. Benedict CSS.

D. Witt and two secondary students provided Information on the success of their application to the Hallman Foundation receiving \$300,000.00 from their Children and Youth Capital Grants Program which will be used to enhance the school's main sports field for community use.

L. Notten thanks D. Witt and the students for their presentation. L. Notten reviewed the new administrative procedures memorandum regarding the Dedication Within Board Facilities.

5.5 Grade 9 EQAO Results 2015

D. DeSantis reviewed the results. WCDSB students achieved at a rate of 59% in the applied category and 83% in the academic category. Both results are identical to the results from 2014.

5.6 Literacy/Numeracy Building Capacity Plan

J. Klein advised Literacy and Numeracy are two of the pillars. The professional development plan for WCDSB staff is rooted in the learning needs of the students. We ensure that professional development is open to each and every

school staff in a variety of settings. The 2015-16 Plan for Professional Learning for Literacy and Numeracy K-12 is outlined in the report.

6 Ownership Linkage (Communication with the External Environment)

7 Actions From Board Committees/Task Forces

7.1 Student Trustee Report

K. Hakim and S. Monsalve reported on the activities and upcoming events in the secondary schools. Full details are contained in their report.

8 Board Education (at the request of the Board)

8.1 Monitoring Multi-year Strategic Plan

L. Notten advised senior team has been working on the Multi-year Strategic Plan and will bring forth a draft at a future board meeting for trustees to review.

9 Policy Discussion

10 Assurance of Successful Board Performance

10.1 Board Policy II 003 Board Job Description

*2015-107 -- It was moved by G. Reitzel and seconded by J. Anderson:
THAT the Board of Trustees reviewed Policy II 003 Board Job Description and find we are in compliance. --- Carried
by consensus*

10.2 Is There a Need to Review This Policy?

Trustees agreed there is a need to review this policy.

11 Assurance of Successful Director of Education Performance

11.1 Monitoring Reports & Vote on Compliance

12 Potential Agenda Items

12.1 Trustee Inquiry Report from the CEO

12.2 Shared Concerns

13 Announcements

13.1 Upcoming Meetings/Events (all scheduled for the Catholic Education Centre unless otherwise indicated):

Nov 2 Governance Committee
Nov 3 Audit Committee
Nov 4 SEAC
Nov 9 Committee of the Whole
Nov 13 St. Louis Graduation, St. Mary's Church
Nov 19 Board Office Mass
Nov 20 St. Louis Graduation, St. Mary's Church
Nov 23 Board Meeting

13.2 Pending Items:

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

13.4 Pending Items for OCSTA Consideration

14 Items for the Next Meeting Agenda

15 Adjournment – Confirm decisions made tonight.

The Recording Secretary confirmed the meeting decisions.

16 Closing Prayer

17 Motion to Adjourn

2015-108 -- It was *moved* by **G. Reitzel** and *seconded* by **M. Van Alphen**:

THAT the meeting be now adjourned.

The meeting was adjourned by consensus at 7:30 p.m.

Chair of the Board

Secretary