

Board of Trustees' Meeting

A public meeting of the Board of Trustees was held on Monday, February 22, 2016 at the Waterloo Region Catholic Education Centre.

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; Sebastian Monsalve

Administrative Officials Present:

Loretta Notten; Gerry Clifford; Jason Connolly; David DeSantis; Derek Haime; John Klein; Shesh Maharaj; Laura Shoemaker

Special Resources For The Meeting:

Lindsay Ford; Terri Pickett

Regrets:

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 6:00 p.m.

1.1 Opening Prayer & Memorials

The meeting opened with prayer by F. Johnson, Pastoral Care Team. Intentions were offered for Monsignor Bill O'Brien who passed away, and for the family of a colleague of M. da Silva who passed away.

1.2 Approval of Agenda

Add Item 8.1 Board Professional Development

2016-28 -- It was *moved* by **B. Schmalz** and *seconded* by **A. Fee**:

THAT the agenda for February 22, 2016 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 Interim Financial Report - #1 of 3

2.2 Update on Budget Preparation

2016-29 -- It was *moved* by **G. Reitzel** and *seconded* by **F. Johnson**:

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 January 25, 2016 Board meeting
- 3.1.2 Minutes of February 8, 2016 Special Board meeting
- 3.1.3 Minutes of January 6, 2016 SEAC Meeting
- 3.1.4 Minutes of January 25, 2016 Governance Committee – revised
- 3.1.5 Minutes of February 16, 2016 Governance Committee

2016-30 -- It was *moved* by **B. Conway** 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

5 Advice from the CEO

5.1 2016-2017 School Year Calendar

J. Klein advised that after consultation with the WRDSB the school year calendar is aligned with the exception of two professional development days on October 21st and December 9th. Both days occur earlier in the school year to ensure that the professional capacity building of our staff has a broader impact throughout the year.

2016-31 -- It was *moved* by **A. Fee** and *seconded* by **J. Anderson**:

THAT the Board of Trustees approve the 2016-2017 School Year Calendar. --- Carried by consensus

5.2 French Immersion Update

J. Klein provided an update on our plan to extend French Immersion in St. Anne K and Sir Edgar Bauer. Sir Edgar Bauer will have a grade 1 and 2 class, St. Anne K would have 2 classes in each grade and Our Lady of Fatima would have 2 grade one classes for 2016-17.

5.3 Education Development Charges - Introduction

L. Ford advised an EDC by-law allows school boards to charge a fee on each new residential unit and on new non-residential floor space which can be used to purchase growth-related school sites and some site preparation costs related to construction. Two joint board meetings with the WRDSB will be held April 11th and May 16th.

5.4 Education Development Charges – Alternative Accommodation Arrangement Policy

L. Ford advised boards are required to review its policies relative to considering alternative accommodation arrangements.

2016-32 -- It was *moved* by **G. Reitzel** and *seconded* by **F. Johnson**:

THAT the Board of Trustees approve the following recommendation:

That it is the policy of the Board to consider possible arrangements with municipalities, school boards or other persons or bodies in the public or private sector, including arrangements of a long-term or cooperative nature, which would provide accommodation for the new elementary school pupils and new secondary school pupils who are resident pupils of the board, subject to the following:

- a) *The arrangement must be cost effective and advantageous for the Board compared to other possible arrangements including acquisition of a school site and the construction of a free standing building.*
- b) *The arrangement shall comply with any guidelines issued by the Ministry of Education.*
- c) *The Board shall retain sufficient governance over the facility to ensure that it is able to deliver the appropriate educational program to its pupils.*

While the Board will continue to consider possible alternative accommodation arrangements complying with the foregoing requirements, no such arrangements were proposed during the current EDC by-law period (2011-2016).

--- Carried by consensus

5.5 Education Development Charges – Operating Surpluses

L. Ford advised we have not had any opportunities for partnerships that would reduce the growth related net education land costs.

2016-33 -- It was *moved* by **A. Fee** and *seconded* by **M. Van Alphen**:
THAT the Board of Trustees approve the following recommendation:

That the Board has reviewed its operating budget for savings that could be applied to reduce growth related net education land costs and has found none. The Board does not anticipate savings from operating budgets in future years. --- Carried by consensus

5.6 Multi-Year Capital Renewal Plan

T. Pickett said the Ministry provides two sources of funding to support major repairs and renovations – School Renewal and School Condition Improvement. She presented the renewal budget proposals for a three year period from 2015 - 2018

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.

Elementary Student Senate: The first town hall is scheduled for February 24th with representatives attending from each elementary and secondary school. The students will participate in the Student Leadership Conference at the Museum on April 12, 2016.

8 Board Education (at the request of the Board)

8.1 Board Professional Development

The Governance Committee is in the process of establishing a Request For Purchase (RFP) for a Governance facilitator. The facilitator will review the relevance of current policies ensuring alignment with our Multi-Year Strategic Plan and provide training on our Governance process. M. da Silva will send trustees reference material to review.

9 Policy Discussion

10 Assurance of Successful Board Performance

10.1 Board Policy II 007 Board Members' Code of Conduct

G. Reitzel suggested Governance review the policy for formatting before the next monitoring schedule.

2016-34 -- It was *moved* by **G. Reitzel** and *seconded* by **F. Johnson**:

THAT the Board of Trustees reviewed Policy II 007 Board Members' Code of Conduct 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. Add to pending items for Governance.

10.3 Board Policy III 003 Accountability of the CEO -

2016-35 -- It was *moved* by **A. Fee** and *seconded* by **F. Johnson**:

THAT the Board of Trustees reviewed Policy III 003 Accountability of the CEO and find we are in compliance. --- Carried by consensus

10.4 Is There a Need to Review This Policy?

Trustees agreed there is a need to review this policy. Add to pending items for Governance to review provision #3.

10.5 Board Policy III 004 Delegation to the CEO

2016-36 -- It was *moved* by **M. Van Alphen** and *seconded* by **G. Reitzel**:

THAT the Board of Trustees reviewed Policy III 004 Delegation to the CEO and find we are in compliance. --- Carried by consensus

10.6 Is There a Need to Review This Policy?

Trustees agreed there is a need to review this policy as we are procuring a Governance facilitator. Add to pending items for Governance.

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):

Mar 2 6:30 SEAC

Mar 7 6:00 Committee of the Whole

Mar 14-18 March Break

Mar 21 6:00 Board Meeting

Mar 25-28 Good Friday, Easter Sunday/Monday

Mar 29 Audit Committee

Mar 31 9:00 a.m. Board Office Mass

13.2 Pending Items:

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

13.3 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

2016-37 -- It was *moved* by **F. Johnson** and *seconded* by **A. Fee**:

THAT the meeting be now adjourned.

The meeting was adjourned by consensus at 7:08 p.m.

Chair of the Board

Secretary