

Board of Trustees' Meeting

A public meeting of the Board of Trustees was held on Monday, November 28, 2016 at the Waterloo Region Catholic Education Centre.

Trustees Present:

Joyce Anderson, Bill Conway, Manuel da Silva (Chair), Amy Fee, Jeanne Gravelle, Wendy Price, *Greg Reitzel, Brian Schmalz, Melanie Van Alphen

*attended by teleconference

Student Trustees Present:

Joseph De Sousa, Samantha Lim

Administrative Officials Present:

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

Special Resources For The Meeting:

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 6:02 p.m.

1.1 Opening Prayer & Memorials

The meeting opened with prayer by Jeanne Gravelle, Board Pastoral Team. Intentions were offered for the family of the young mother who was killed in an accident last night, and for M. da Silva's wife's aunt who passed away last week.

1.2 Approval of Agenda

Move 5.5 and 5.6 to follow 5.3

2016-125 -- It was *moved* by **J. Gravelle** and *seconded* by **W. Price**:

THAT the agenda for November 28, 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 External Auditor Appointment

2.2 Consolidated Financial Statements – Year Ended Aug 31/16

2.3 Regional Internal Audit Team Mandate

2.4 St. Agatha ARC Update

2.5 2015-16 Annual Audit Committee Report

2016-126 -- It was *moved* by **B. Conway** and *seconded* by **A. Fee**:

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 October 24, 2016 Board meeting

3.1.2 Minutes of October 4, 2016 SEAC meeting

3.1.3 SEAC Membership - revised

2016-127 -- It was *moved* by **M. Van Alphen** and *seconded* by **B. Schmalz**:

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 Director's Report

L. Notten highlighted several of the more notable events that happened during October and November from the Office of the Director. Full details are listed in her report.

5.2 Interior Cameras on Vehicles Transporting Students

B. Bourgault advised the driver's first priority is driving the bus safely transporting students to school. Drivers are often accused of wrong doing and we have undesirable student behaviour as well. Interior cameras would monitor the driver as well as the students thereby deterring misbehavior and bullying. In the event of a complaint against the driver the surveillance could be examined to substantiate any claims and allow for the proper resolution to occur.

The cost to outfit interior cameras on vehicles transporting students other than by yellow school bus is reasonable. STSWR will work with the Region of Waterloo on the stop arm cameras and will request that interior cameras be included in any Request for Purchase documents that may be issued by the Region as part of their deliberation process.

5.3 School Travel Planner

S. Maharaj introduced Leslie Maxwell, the Region's new School Travel Planner. She reported traffic inundates the front of schools each day. She advised of the many benefits for students who walk or bike to school. The School Travel Plan Committee consists of principals, vice-principals, teachers, students and parents. L. Maxwell is in the early stages of developing a plan to create school travel plans for each school in the Region, prioritized based on the level of challenges experienced at school sites for both school boards.

The cost for the School Travel Planner and associated resources will be shared by:

Waterloo Catholic District School Board

Waterloo Region District School Board

Cities of Kitchener, Waterloo and Cambridge

5.4 English as a Second Language Support

J. Klein introduced Carrie Mage, ESL Consultant, to speak about the array of supports available to our English Language Learners to ensure that all students develop the level of proficiency in English required for success at school.

English as a Second Language (ESL) programs provide support for students born in Canada or newcomers whose first language is other than English.

English Literacy Development (ELD) programs are for newcomer students whose first language is other than English. Students in these programs are generally from countries in which their access to education has been limited or limited opportunities to develop language and literacy skills in any language.

Our English Language Learners are welcomed and supported at our Newcomers' Reception Centre, which is one of Canada's longest standing reception centres.

5.5 A Deeper Look at Literacy: Grade 8-10

David DeSantis introduced Beth Wolf, Literacy Consultant.

The purpose of the OSSLT is based on the expectations for literacy (reading and writing) across all subjects in the Ontario curriculum up to the end of Grade 8. Successful completion of the OSSLT is one of the 32 requirements of the Ontario Secondary School Diploma (OSSD).

Our students' success on the OSSLT is facilitated through the implementation of initiatives that focus on areas of student need and teacher professional development, using a variety of data measures to determine student learning needs, and decide upon instruction and learning opportunities to further develop literacy skills.

Literacy Teams will continue to analyse school data in order to target specific skills for whole school, subject-embedded instruction, as well as specific students for withdrawal and small group instruction.

5.6 Facility Condition Index/Capital Renewal Plan Update

S. Maharaj reviewed how the facility condition index (FCI) is calculated.

T. Pickett advised as an enhancement to school renewal funding was announced by the Ministry of Education our capital renewal plan for 2016-17 was updated so projects can be planned and carried out as required.

5.7 Enrolment Update

S. Maharaj provided information on the October 31st enrolment which has shown an increase at both elementary and secondary since the June projection.

6 Ownership Linkage (Communication with the External Environment)

7 Actions From Board Committees/Task Forces

7.1 Student Trustee Report

J. De Sousa and S. Lim provided their report on activities at the secondary schools in the past month. Full details are in the report.

S. Lim invited trustees to attend the student council unity conference to be held on December 7th from 9:30 to 4:30 at St. Jerome's University in the Academic Centre.

8 Board Education (at the request of the Board)

8.1 OCSTA Communications Addendum

M. da Silva advised the communications from OCSTA have been added to the agenda should trustees have any questions or comments.

9 Policy Discussion

10 Assurance of Successful Board Performance

10.1 Board Policy II 004 Advocacy and Advertising

2016-128 -- It was *moved* by **W. Price** and *seconded* by **J. Anderson**:

*THAT the Board of Trustees reviewed Policy II 004 Advocacy and Advertising and find we are in compliance. ---
Carried by consensus*

10.2 Is There a Need to Review This Policy?

Trustees agreed there is no 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):

Dec 5 Annual Meeting to Elect Chair/Vice-chair
Dec 7 5:30 CPIC
Dec 7 6:30 SEAC
Dec 9 Spiritual Development Day (site-based)
Dec 12 Board Meeting
Dec 22 Board Office Mass/Christmas Luncheon
Dec 26 to Jan 8 – Christmas Break

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

2016-129 -- It was *moved* by **A. Fee** and *seconded* by **J. Gravelle**:

THAT the meeting be now adjourned.

The meeting was adjourned by consensus at 8:18 p.m.

Chair of the Board

Secretary