

Board of Trustees' Meeting

A public meeting of the Board of Trustees was held on Monday, December 12, 2016 at the Waterloo Region Catholic Education Centre.

Trustees Present:

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

*attended by teleconference

Student Trustees Present:

Joseph De Sousa, Samantha Lim

Administrative Officials Present:

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

Special Resources For The Meeting:

Regrets:

Melanie Van Alphen, David DeSantis

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 B. Schmalz, Board Pastoral Team.

1.2 Approval of Agenda

Add Good New Item under 13. Announcements

2016-05 -- It was *moved* by **M. da Silva** and *seconded* by **W. Price**:

THAT the agenda for December 12, 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 2017-18 Budget Plan

2.2 Revised Estimates

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

3.1 Approval of Minutes of Regular and Special Meetings

3.1.1 Minutes of November 28, 2016 Board meeting

3.1.2 Minutes of November 2, 2016 SEAC meeting

3.1.3 Minutes of Nov 7, 2016 Governance meeting

3.1.4 Minutes of Board of Trustees AGM Dec 5, 2016

2016-06 -- It was *moved* by **B. Schmalz** and *seconded* by **J. Gravelle**:

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 Annual Report

L. Notten presented the Director's Annual Report for 2015-16 school year. The report maps back to the Multi-Year Strategic Plan (MYSP) and is organized to reflect the various goals and sections articulated in the MYSP. Statements for each goal represent evidence of progress against that goal. John Shewchuk, Chief Managing Officer and Senior Team were acknowledged for their work on the report. The report will be posted to the website.

5.2 Renewed Math Strategy – Numeracy Update

John Klein introduced Sherrie Rellinger, SAC Numeracy Gr. 1-8 and Nancy Snyder, Numeracy Consultant Gr. 7-12 to give an update on Ontario's Renewed Math Strategy (RMS).

S. Rellinger advised the chart in the report shows the numeracy initiatives for 2016-17 and the progress as of December 2016. The focus of the presentation is on the tiered system of support, focused on the learner, increasing math content knowledge, whole school/whole department collaborative professional learning, building leadership capacity.

N. Snyder reviewed algebraic reasoning and equations. Students explore number balances and creating equations. Our numeracy initiatives align with our BIPSA and Ontario's Renewed Math Strategy. These are concepts and skills that weave through the curriculum from kindergarten to grade 12.

5.3 Accumulated Surpluses/Reserves

S. Maharaj reviewed each of the requests for the use of reserves.

2016-07 -- It was *moved* by **G. Reitzel** and *seconded* by **M. da Silva**:

THAT the Board of Trustees approve the following recommendations:

- 1. Administration be given permission to use up to \$147,220 from the WSIB surplus to service potential WSIB costs.*
- 2. That Administration be given permission to use up to \$200,000 from the Early Learning Resources surplus to purchase resources as needed.*
- 3. That Administration be given permission to use up to \$50,000 from the Committed Sinking Fund surplus to service known Committed Sinking Fund costs.*
- 4. That Administration be given permission to use up to \$100,000 from the Committed Capital Project surplus to service depreciation on internally funded capital projects.*
- 5. That the Network Infrastructure reserve be renamed Technology Renewal Reserve --- Carried by consensus*

5.4 Extended Day Fees

G. Clifford presented the Extended Day Program Fee schedule for 2017-18 which will remain unchanged at \$24.00 per day for before and after school programs and non-instructional programs. Before and After school fees are prorated based on bell times therefore fees charged for these programs will vary from school to school.

2016-08 -- It was *moved* by **B. Schmalz** and *seconded* by **W. Price**:

THAT the Board of Trustees approve an Equal Billing Fee for Extended Day Programs not to exceed \$24.00 per day including PD days, and

THAT the Board of Trustees approve a Non-Instructional Daily Base Fee for Full-Day Programs during Christmas and March Break not to exceed \$24.00 per day. --- Carried by consensus

5.5 French Immersion Update

John introduced Jennifer Kruihof, French as a Second Language Consultant.

J. Kruihof reported three schools, Sir Edgar Bauer, St. Anne (K) and Our Lady of Fatima, currently offer French Immersion for 2016-17.

Information regarding the program can be found on the WCDSB website. Booklets are available for parents registering their child for JK/SK. Parent information nights are scheduled for:

- Thursday, January 12, 2017 from 5:00 – 6:00 pm at St. Anne (K)
- Tuesday, January 17, 2017 from 5:30 to 6:30 pm at Sir Edgar Bauer
- Thursday, January 19, 2017 from 6:00 to 7:00 pm at Our Lady of Fatima

Online registration:

- Open January 3rd to January 31st
- Siblings are given priority in the lottery
- Accepting out-of-bounds kindergarten students to keep families together

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 highlights from their report on the activities at the secondary schools in the past month. Full details are in the report.

7.2 Governance Recommendations

J. Anderson reviewed the revisions to Section II 002, II 012, III 003, III 005 and the Section IV policies.

2016-09 -- It was *moved* by **W. Price** and *seconded* by **B. Schmalz**:

THAT the Board of Trustees approve the changes to the policies of the WCDSB as outlined in the agenda.

Discussion was held on keeping just the policy statement in Policy IV 001 and the original wording in provision 3 of Policy III 003 as well as the revisions.

2016-10 -- It was *moved* by **W. Price** and *seconded* by **J. Gravelle**:

That the motion be amended adding the wording that Policy IV 001 General Executive Limitations be kept with only the policy statement.

2016-11 -- It was *moved* by **G. Reitzel** and *seconded* by **B. Schmalz**:

That the original wording of provision 3 in Policy III 003 be kept with the revisions.

2016-12 -- It was *moved* by **W. Price** and *seconded* by **J. Gravelle**:

The revised motion will now read:

*THAT the Board of Trustees approve the changes to the policies of the WCDSB as outlined in the agenda with exception of IV 001 and III 003. Further Policy IV 001 General Executive Limitations will remain with just the policy statement. All following policies will be renumbered. --- **Carried by consensus***

2016-13 -- It was *moved* by **M. da Silva** and *seconded* by **J. Gravelle**:

The revised motion on Policy III 003 will now read:

*The original wording in provision 3 of Policy III 003 Accountability of the CEO will be kept in addition to the revisions. --- **Carried by consensus***

7.3 Trustees Quarterly Budget 2016-17

8 Board Education (at the request of the Board)

8.1 OCSTA Communications Addendum

J. Anderson 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 005 Consultation

2016-14 -- It was *moved* by **B. Conway** and *seconded* by **W. Price**:

THAT the Board of Trustees reviewed Policy II 005 Consultation 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

Good News Items

L. Notten highlighted the following good new items:

Push for Change Campaign – December 16th beginning at 11:30 a.m. elementary students walk with Joe Roberts to St. Benedict joining the secondary students at an Assembly at 1:00 p.m. On December 19th elementary students walk with Joe Roberts to St. Mary's joining the secondary students at an Assembly at 12:45 p.m.

Thank you card was received from L'Arche commissioned to make hand-crafted candles by their members.

Thank you from Canadian Cancer Society in recognition of the contributions of the students at Monsignor Doyle who organized a Relay for Life event raising \$13,000 in support of the fight against cancer.

Dominique Sousa, Catholic Student of the Year award winner from Monsignor Doyle selected to give the response on behalf of all the student honourees at the Fr. Fogarty dinner was profiled in an article in the Catholic Register December 4, 2016 entitled "Adoption changed teen's outlook on life".

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

Dec 22 Board Office Mass/Christmas Luncheon

Dec 26 to Jan 8 – Christmas Break

Jan 11 6:30 SEAC

Jan 13-14 OCSTA PD Seminar

Jan 16 Committee of the Whole

Jan 18 Audit Committee

Jan 23 Governance

Jan 24 Board Office Mass

Jan 30 Board Meeting

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

2016-12 -- It was *moved* by **M. da Silva** and *seconded* by **J. Gravelle**:

THAT the meeting be now adjourned.

The meeting was adjourned by consensus at 7:49 p.m.

Chair of the Board

Secretary