Committee of the Whole Meeting

A public meeting of the Committee of the Whole was held Monday, January 16, 2017 at Waterloo Region Catholic Education Centre, Kitchener

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

**Student Trustees Present:**
Joseph De Sousa, Samantha Lim

**Administrative Officials Present:**
Loretta Notten, Gerry Clifford, Jason Connolly, David DeSantis, Derek Haime, John Klein

**Special Resources For The Meeting:**

**Regrets:**
Shesh Maharaj, Laura Shoemaker

**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.

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### 1. Call to Order
The Chair called the meeting to order at 6:00 p.m.

#### 1.1 Opening Prayer & Memorials
The opening prayer was led by Samantha Lim and Joseph De Sousa, Pastoral Team. Intentions were offered for B. Schmalz’s brother-in-law’s partner who is ill and for the Alvarez family and the fiancée of Chelsea Alvarez who died in a tragic accident.

#### 1.2 Approval of Agenda
2017-13 -- It was moved by M. da Silva and seconded by J. Gravelle:
THAT the agenda for January 16, 2017 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

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### 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)

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

#### 3.1 Approval of Minutes of Regular and Special Meetings
3.1 Minutes of November 14, 2016 Committee of the Whole Meeting
2017-14 -- It was moved by B. Conway and seconded by A. Fee:
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 L’Arche Retreat Experience
L. Notten welcomed John Murphy and Marylin Dawson to speak about their experience attending the L’Arche Retreat with Jean Vanier.

J. Murphy advised Jean Vanier has communities all over the world. The theme of the week was peacemaking. Their daily schedule involved morning prayer, a talk by Jean Vanier and small group discussions. During the afternoon they visited local workshops, Christian Mediation, and another talk by Jean Vanier. In the evening they celebrated mass and the opportunity to have dinner with the residents and workers of the L'Arche group home.

M. Dawson would like to use this experience to make a difference in our schools by working on building relationships. Jean Vanier said “It is in the meeting of another person that change happens” and “We are not called by God to do extraordinary things, but to do ordinary things with extraordinary love”.

M. Dawson and J. Murphy have used their experiences at Faith Formation workshops, on our spiritual development day and for professional development.

5.2 Leadership Strategy Update
D. DeSantis provided an update on the 2016-17 Leadership Strategy.

The overall goal is to develop leadership capacity to support the achievement of goals outlined in the Multi-year Strategic Plan and the Board Improvement Plan for Student Achievement.

Goal One: Create and promote leadership opportunities that engage all school and system leaders in order to strengthen staff capacity for instructional and spiritual leadership, to enhance organizational effectiveness, and to support succession planning as defined by research, Strong Districts and their Leadership and the Catholic Leadership Framework.

Goal Two: School and system leaders in the WCDSB will develop the capacity to appropriately respond to the needs of learners by fostering a holistic view of student learning that encourages shepherd, servant and steward leadership.

Goal Three: Create and provide opportunities for enhancing leadership capacity for the entire system by engaging in active professional lifelong learning, faith formation, mentorship and coaching.

The five strategies for being an effective leader: strong ethical foundation, ability to communicate, strategic agility, self-awareness and good practices and habits.

Our aspiring leadership strategy for our teaching staff includes Leadership Part I, II and III

Our Administrator leadership strategy includes Induction and Innovation in Leadership

For all staff our Lifelong Learning Series includes: Faith Leadership, Introduction to Leadership, 21st Century Learning, Building Interpersonal Skills and Mental Health Series.

As a result of a very successful Leadership Strategy, our board is now providing the principal’s Qualification Program through the Catholic Principals’ Council of Ontario.

5.3 FSL Update
John Klein introduced Jennifer Kruithof, FSL Consultant to provide an update on the French programs in our system.

J. Kruithof advised second-language teaching approaches have evolved to meet the changing needs of society and lessons are organized around communicative activities and more functional.
Core French: offered to all students in grades 4 to 12 and the language instruction is all in French. Students are given the opportunities to interact in a variety of situations.

Intensive Core French: an inclusive opt-in program at some elementary schools that offers a one semester language boost to Core French students in their grade 5 year. The language of instruction is 70% in French.

French Immersion: an inclusive opt-in program in which students study French Language Art, Social Studies, Science and Technology, The Arts, and Health and Physical Education in French. The language of instruction in the school day is 50% French. Currently offered at three satellite sites – St. Anne K, Sir Edgar Bauer and Our Lady of Fatima with an entry point in grade 1.

5.4 **Auxiliary Teacher Supply List**
J. Connolly reported on steps taken to alleviate the pressure from unfilled positions at schools which disrupts schedules and programing. Enrolment has increased over the past two years and 60 permanent teachers have been hired since January 2016 leaving less supply teachers. 32 teachers have been added to the supply list in December 2016 and a posting for supply teachers was sent in January targeting those graduating in the spring. A temporary Auxiliary Teachers Supply List has been created with secondary school credit teachers and international language instructors from St. Louis until May 2017 and may be extended into the 2017-18 school year as needed.

5.5 **Supervisory Officer Interview Team**
L. Notten acknowledged and wished Derek Haime well in his new position with the Ministry. Tentative dates to interview applicants for his position as superintendent have been set for February. Trustees have participated on the interview team in the past with various levels of involvement. Trustees were requested to email Loretta Notten and Joyce Anderson with their availability and interest in sitting on the panel.

6. **Ownership Linkage (Communication with the External Environment)**
Trustees, in small groups, discussed items for Linkages and Pastoral Care.

6.1 **Linkages Activity**
A. Fee reported on the Community Leaders breakfast and the suggestion of having a speaker talk about what makes our schools Catholic. Our student trustees are most welcome to attend and say prayer if they are available. They also discussed having a school choir.

The committee discussed plans for a breakfast for the clergy in our parishes. L. Notten will discuss details and timing with Fr. Toby Collins.

Letters of appreciation will be sent to John Murphy and Marylin Dawson. L. Notten to speak with Fr. Toby Collins regarding the possibility of getting #together in faith into the church bulletins.

6.2 **Pastoral Care Activity**
B. Schmalz reported on the Retreat evening coming up at the end of January. J. Gravelle and B. Schmalz will set the menu and requirements for that evening and send to all trustees.

J. De Sousa and S. Lim will take the lead in the Escape Room activity planned for the first week of April. Further details to come.

7. **Reports From Board Committees/Task Forces**
7.1 **2016-17 Committee Assignments – Revised**
J. Anderson reported B. Conway will sit on SEAC in place of W. Price as a result of her election as the vice-chair.

**8. Board Education (at the request of the Board)**

**8.1 OCSTA Communications**
J. Anderson asked trustees to share Information from their sessions at the 2017 OCSTA Trustees’ Seminar.

J. Anderson asked trustees if there were any comments on the attached OCSTA communications.

**8.2 OESC Communications**
Trustees recommended to refer the Centre for Governance Excellence: *Training Modules* to the Governance Committee for discussion.
8.3 CCSTA - Toonies
L. Notten advised of the need as a board to support the 2017 Toonies for Tuition Campaign and educating our students as to its relevance. B. Conway stated at the CCSTA AGM in 2016 a challenge was issued to all boards to promote Toonies for Tuition to raise funds at the schools. Funds raised would support provinces who don’t have full funding for Catholic education.

9. Policy Discussion

10. Assurance of Successful Board Performance

11. Assurance of Successful Director of Education Performance

12. Potential Agenda Items

13. Announcements
13.1 Upcoming Meetings/Events (ass scheduled for the Catholic Education Centre unless otherwise indicated):
   3.1.1 Region of Waterloo Thank You
   L. Notten shared the letter of thanks from Region of Waterloo Community Services to staff and volunteers for continued service, professionalism and commitment to community emergency preparedness.

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
   2017-15-- It was moved by G. Reitzel and seconded by J. Gravelle:
   THAT the meeting be now adjourned.
   The meeting was adjourned by consensus at 8:48 p.m.

Chair of the Board

Secretary

Waterloo Catholic District School Board – Monday, January 16, 2017
Minutes – Committee of the Whole Meeting