



Board of Trustees' Meeting

A public meeting of the Board of Trustees was held on Monday, March 27, 2017 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, Melanie Van Alphen

*attended electronically

Student Trustees Present:

Joseph De Sousa, Samantha Lim

Administrative Officials Present:

Loretta Notten, Gerry Clifford, Jason Connolly, David DeSantis, John Klein, Shesh Maharaj, Richard Olson, Laura Shoemaker

Special Resources For The Meeting:

Regrets:

Recorder:

John Shewchuk, Chief Managing Officer

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. Intentions were offered for Barb and Karl Pilsner, the family of M. Van Alphen on the death of her grandmother and the family of Theresa Harris, on the death of her son-in-law. Please keep them in prayer.

1.2 Approval of Agenda

2017-40 -- It was *moved* by **M. da Silva** and *seconded* by **J. Gravelle**:
THAT the agenda for March 27, 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

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 Update #2

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

3.1 Approval of Minutes of Regular and Special Meetings

- 3.1.1 Minutes of February 27, 2017 Board of Trustees meeting
- 3.1.2 Minutes of February 8, 2017 SEAC meeting
- 3.1.3 Minutes of February 28, 2017 Governance meeting

3.1.4 Items for Action from Previous In-camera Meeting of February 27, 2017 related to the Human Resources
3.1.5 Items for Action from the Previous In-camera Meeting of March 27, 2017 related to Human Resources
2017-41-- It was *moved* by **G. Reitzel** 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 Director's Report

L. Notten provided the monthly Director's Report.

5.2 St. Agatha ARC Final Presentation and Report

2017-42-- It was *moved* by **M. Van Alphen** and *seconded* by **B. Conway**:

1. *THAT the Board of Trustees approves the closure of St. Agatha Catholic Elementary School (CES) and that the boundaries of Holy Rosary CES and St. Clement CES be modified in accordance with the preferred option, effective September 2017. ---* **No consensus**

In Favour: J. Anderson, B. Conway, M. da Silva, J. Gravelle, W. Price, G. Reitzel, B. Schmalz, M. Van Alphen

Opposed: A. Fee

MOTION CARRIED – vote of 8-1

2017-43-- It was *moved* by **J. Gravelle** and *seconded* by **M. da Silva**:

2. *THAT the Board of Trustees approves existing secondary students, within St. Agatha's Catholic Elementary School (CES) boundary currently enrolled in Resurrection Catholic Secondary School (CSS), as well as grades 7 and 8 students currently enrolled in St. Agatha CES be grandparented to attend Resurrection CSS, with transportation. ---* **Carried by consensus**

2017-44-- It was *moved* by **G. Reitzel** and *seconded* by **B. Schmalz**:

3. *THAT the Board of Trustees approves secondary boundaries for St. David Catholic Secondary School (CSS) and Resurrection CSS be modified accordingly and applied effective September 2017. ---* **Carried by consensus**

2017-45-- It was *moved* by **M. Van Alphen** and *seconded* by **J. Gravelle**:

4. *THAT the Board of Trustees approves and direct staff to continue to seek capital funding from the Ministry of Education to upgrade facility conditions, including accessibility requirements, for St. Clement Catholic Elementary School. ---* **Carried by consensus**

5.3 Long Term Accommodation Plan 2017

S. Maharaj introduced Virina Elgawly to review the annual Long Term Accommodation Plan.

2017-46-- It was *moved* by **M. da Silva** and *seconded* by **A. Fee**:

THAT the Board of Trustees accept this report indicating compliance with the Facilities/Accommodations Policy IV 010. ---
Carried by consensus

5.4 Multi-Year Capital Plan (Renewal)

S. Maharaj introduced Terri Pickett to present the annual Multi-Year Capital Plan.

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 Recommendation

J. Anderson reviewed the changes Governance recommended to Policy III 005 for approval by the trustees.

2017-47-- It was *moved* by **M. da Silva** and *seconded* by **J. Gravelle**:

THAT the Board of Trustees approve the revisions to Board Policy III 005 Monitoring CEO Performance as outlined in the agenda. --- Carried by consensus

7.3 2016-17 Trustee Quarterly Budget – March

J. Anderson presented the trustees' quarterly budget spreadsheet as of March 2017 for information.

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.

8.2 OCSTA AGM & Conference Apr 26-28, 2018 – Host Board

Trustees discussed their role as hosts for the 2018 OCSTA AGM & Conference.

2017-48-- It was *moved* by **M. da Silva** and *seconded* by **J. Gravelle**:

THAT the Board of Trustees approve the following recommendation:

- 1. Gifts purchased for groups or individuals for the OCSTA AGM & Conference April 27-29, 2018 will be approved for reimbursement. --- Carried by consensus*

8.3 2017 OCSTA AGM Resolutions and 2016 Resolutions Status

Trustees reviewed the resolutions for the upcoming OCSTA AGM in April.

9 Policy Discussion

10 Assurance of Successful Board Performance

10.1 Board Policy II 008 The Role of the Chair

2017-49 -- It was *moved* by **J. Anderson** and *seconded* by **A. Fee**:

THAT the Board of Trustees reviewed Policy II 008 The Role of the Chair 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.

10.3 Board Policy II 013 Cost of Governance

2017-50 -- It was *moved* by **B. Schmalz** and *seconded* by **G. Reitzel**:

THAT the Board of Trustees reviewed Policy II 013 Cost of Governance and find we are in compliance. --- Carried by consensus

10.4 Is There a Need to Review This Policy?

Trustees agreed there is no need to review this policy.

10.5 Board Policy II 014 Trustee Expenses

2017-51 -- It was *moved* by **M. da Silva** and *seconded* by **B. Conway**:

THAT the Board of Trustees reviewed Policy II 014 Trustee Expenses and find we are in compliance. --- Carried by consensus

10.6 Is There a Need to Review This Policy?

Trustees agreed there is no need to review this policy.

10.7 Board Policy III 005 Monitoring CEO Performance

2017-52 -- It was *moved* by **B. Schmalz** and *seconded* by **J. Gravelle**:

THAT the Board of Trustees reviewed Policy III 005 Monitoring CEO Performance, find we are not in compliance and excused themselves until the next monitoring. --- Carried by consensus

10.8 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

11.1 Board Policy IV 013 Leadership

2017-53-- It was *moved* by **M. da Silva** and *seconded* by **J. Gravelle**:

THAT the Board of Trustees accept the Leadership Strategy Update report presented at the January 16, 2017 Committee of the Whole as providing reasonable interpretation and evidence of full compliance for Board Policy IV 013 Leadership. --- Carried by consensus

11.2 Board Policy IV 005 Hiring and Promotions

J. Connolly reviewed the requirements and process used for hiring staff for various positions.

2017-54-- It was *moved* by **A. Fee** and *seconded* by **B. Conway**:

THAT the Board of Trustees accept this report indicating full compliance with Hiring and promotions Policy IV 005. --- Carried by consensus

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 28 Beacons of Hope Breakfast St. Benedict FOS

Mar 29 Bishop's Banquet

Apr 11 Governance

Apr 4 Beacons of Hope Breakfast Monsignor Doyle FOS

Apr 5 5:30 CPIC/6:30 SEAC

Apr 10 Committee of the Whole @ St. Louis ALC

Apr 11 Beacons of Hope Breakfast – St. Louis

Apr 14-17 Good Friday/Easter Monday

Apr 20 Beacons of Hope Breakfast – St. David FOS

Apr 24 Board Meeting

Apr 26 Beacons of Hope Breakfast – Resurrection FOS

Apr 27 Board Office Mass – Dutton Drive

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

2017-55 -- It was *moved* by **M. da Silva** and *seconded* by **M. Van Alphen**:

THAT the meeting be now adjourned.

The meeting was adjourned by consensus at 7:20 p.m.

Chair of the Board

Secretary