

Board of Trustees' Meeting

A public meeting of the Board of Trustees was held on Monday, October 30, 2017 at the Waterloo Region Catholic Education Centre.

Trustees Present:

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

Student Trustees Present:

Kate Jamieson, Meghan Nemeth

Administrative Officials Present:

Loretta Notten, Gerry Clifford, Jason Connolly, John Klein, Shesh Maharaj, Judy Merkel, Richard Olson, Laura Shoemaker

Special Resources For The Meeting:

Regrets:

Jeanne Gravelle

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 Meghan Nemeth, Student Trustee.

1.2 Approval of Agenda

Add Item 3.1.4 Staffing Report to Consent Agenda

2017-130 -- It was *moved* by **G. Reitzel** and *seconded* by **B. Schmalz**:

THAT the agenda for October 30, 2017 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)

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

2.1 Approval of Minutes of Regular and Special Meetings

3.1.1 Minutes of September 25, 2017 Board Meeting

3.1.2 Minutes of June 7, 2017 SEAC Meeting

3.1.3 Minutes of October 2, 2017 Governance Meeting

3.1.4 Staffing Report as of October 20, 2017

2017-131 -- It was moved by **M. da Silva** 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

Director Notten reviewed some of the highlights from the monthly report. She highlighted OCSTA's Together in Faith, Administrators' Retreat – *Reaching New Heights*, Spiritual Development Day launching The Year of Faith, *Raise the Bar* Healthy Active Living event and the Catholic Education Foundation of Ontario Catholic Student Award recognizing five students from our secondary schools.

5.2 Mental Health Update

Sharon Porty, Mental Health Lead and Cara Cressman, Speech and Language Pathologist presented the Board's Mental Health update.

Ms. Porty provided a definition of resiliency and advised on how we can provide skills to our students to meet the challenges in their lives. The Board will relaunch the "Elephant in the Room" anti-stigma campaign this coming school year.

Ms. Cressman presented on Emotional Literacy & Self-Regulation and the necessity of the skills. Emotional Literacy Resources for Kindergarten to Grade 3 was introduced Board wide.

5.3 French Immersion Review Plan

Lindsay Ford and Jennifer Kruithof presented on the French Immersion Review Committee and its goal of ensuring all program offerings are tied to student need & stakeholder interests, and that they will equip students to become globally-engaged responsible citizens. The process will take place over the school year with the final report be presented to the Committee of the Whole on Monday, April 9th, 2018 with a Board decision on Monday, April 23rd.

5.4 Leading Student Achievement

Jacqueline Wettlaufer provided an update on Leading Student Achievement and its historical background.

LSA is designed to support the Ontario Ministry of Education in its renewed goals for education:

- achieving excellence
- ensuring equity (LSA will focus on Aboriginal Cultural Competency)
- promoting well-being and
- enhancing public confidence

In 2017-2018, the project will continue to provide leadership and support by developing and sustaining learning networks of principals, teachers and system leaders within their districts, the province and internationally as they focus on some of the following initiatives:

- LSA Theory of Action
- Principal Learning Teams
- Professional Learning Communities
- Collaborative Inquiry Processes
- Leading Mathematics Success & the Renewed Mathematics Strategy
- Knowledge Building/Knowledge Forum
- Ontario Leadership Framework/School Effectiveness Framework

The work of the instructional leadership extends from the Board's multi-year strategic plan.

5.5 Introduction to Annual Priorities 2017-18

Director Notten provided an overview of the Board's annual priorities as we head into year 3 of the Board's Multi-Year Strategic Plan (MYSP). Indicators for the report card include: Stakeholder Feedback, Strategic Direction Action Reports and Evidence / Key Performance Indicators. A MYSP grading Rubric was provided. Rankings: green effectively meeting our criteria, orange, approaching criteria and red that we are not yet meeting our criteria. Key growth and next steps discussed.

The Board priority of Well-being was discussed along with the pillars: Equity and Inclusive Education, Safe and Accepting Schools, Healthy Schools and Positive Mental health. Superintendents are collaborating and coordinating the 4 pillars by the following means:

- Consistent focus on Well-Being at each Administrators Meeting
- Stronger and aligned coordination between 4 pillars of Well-being
- Working with results of the Resiliency Survey
- Equity – significant provincial priority
- Newly formed Safe Schools Committee.

The priorities for 2017-2018 school year were shared and they include:

- Faith Formation
- Well-Being (Equity)
- Numeracy
- Collaboration

The Key next steps moving forward include: Using feedback we have received and sharing the results with stakeholders, Applied Level Students + Assessment for Learning, 4 & 5 Year Grad Rate, numeracy achievement & Well Being continue as key foci and Understanding, sharing and improving Support Staff responses.

6 Ownership Linkage (Communication with the External Environment)

7 Actions From Board Committees/Task Forces

7.1 Student Trustee Report

K. Jamieson and M. Nemeth provided their report on activities at the secondary schools in the past month.

7.2 Governance Committee Recommendations

W. Price reviewed the Governance recommendations for approval by the trustees.

2017-132 -- It was *moved* by **A. Fee** and *seconded* by **G. Reitzel**:

THAT the Board of Trustees approve the recommended revision to Board Policy II 015 Ownership Linkage as outlined in the agenda. --- Carried by consensus

2017-133 -- It was *moved* by **G. Reitzel** and *seconded* by **B. Schmalz**:

THAT the Board of Trustees approve the recommended revisions to General Board Operational and Procedural By-law Section 2.5 as outlined in the agenda. --- Carried by consensus

2017-134 -- It was *moved* by **B. Conway** and *seconded* by **A. Fee**:

THAT the Board of Trustees approve the recommended revisions to General Board Operational and Procedural By-law Section 3.21 as outlined in the agenda. --- Carried by consensus

2017-135 -- It was *moved* by **B. Schmalz** and *seconded* by **A. Fee**:

THAT the Board of Trustees approve the recommended revisions to General Board Operational and Procedural By-law Section 5 as outlined in the agenda. --- Carried by consensus

8 Board Education (at the request of the Board)

8.1 Chair's Report

Chair's Report going forward will be included each month in the agenda package. Trustee Price reviewed highlights from her report.

8.2 School Board Governance Supports Responses

Trustees reviewed their responses to the questions. Their feedback will be sent to OCSTA. Wendy was surprised to see a response from OCSTA ahead of the deadline to submit. W. Price will submit our responses on behalf of the trustees.

8.3 OCSTA 2018 Resolutions Information Package

Trustees reviewed the procedures for preparing resolutions. Deadline is January 31/18 for submission to OCSTA. In order to submit resolutions that were shared concerns by all trustees, it was suggested that trustees prepare a draft proposal and submit as an agenda items to have a discussion at a Board meeting. Trustee Price asked trustees to write it up, submit to Alice and it can be added to the agenda package for further discussion.

8.4 OCSTA Communications

Trustee Price advised the OCSTA communications are for information.

9 Policy Discussion

10 Assurance of Successful Board Performance

10.1 Board Policy II 003 Board Job Description

Joyce said it has been 5 years since review.

2017-136 -- It was moved by M. da Silva and seconded by G. Reitzel:

THAT the Board of Trustees reviewed Policy II 003 Board Job Description 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 the policy. Board Policy II 003 Board Job Description will be reviewed at the Governance Committee to review the wording of the policy statement.

11 Assurance of Successful Director of Education Performance

11.1 Monitoring Reports & Vote on Compliance

11.1.1 Board Policy IV 008 Financial Conditions and Activities Provision#9

A discussion was initiated on how the Board would show evidence with respect to compliance in the Ends statement and questioned how we would know whether a partnership contract is or isn't in alignment with the Ends statement.

Chief Financial Officer, Shesh Maharaj confirmed that he was not aware of any contracts not in alignment with the Ends statement. It was suggested by Trustee Reitzel to look at the Ends policy and the possibility of adding a statement to look at the provision in connection with our Ends statement. This issue will be forwarded to the Governance Committee for further review.

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):

- Nov 1 6:30 SEAC
- Nov 7 6:30 Commissioning School Council Chairs/New Administrators
- Nov 8 5:00 CPIC
- Nov 13 Committee of the Whole
- Nov 17 Board Office Mass
- Nov 17 St. Louis SSC Graduation, St. Mary's Church
- Nov 24 St. Louis PSW Graduation, St. Mary's Church
- Nov 27 Board Meeting

13.2 Pending Items:

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

13.3 Pending Items for OCSTA Consideration

- Additional funding for Re-engagement officer/program – add to agenda

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

2017-137 -- It was *moved* by **A. Fee** and *seconded* by **M. da Silva**:

THAT the meeting be now adjourned.

The meeting was adjourned by consensus at 8:30 p.m.



Chair of the Board



Secretary

