



Board of Trustees' Board Meeting

A public meeting of the Board of Trustees was held on Monday, December 10th, 2018 at the Waterloo Region Catholic Education Centre.

Trustees Present:

Bill Conway (Chair), Manuel da Silva, Kevin Dupuis, Jeanne Gravelle, Wendy Price, Brian Schmalz, Tracey Weiler

Student Trustees Present:

Izabella Tyc, Meghan Nemeth

Administrative Officials Present:

Loretta Notten, Jason Connolly, Gerald Foran, John Klein, Shesh Maharaj, Judy Merkel, Richard Olson, Laura Shoemaker

Special Resources For The Meeting:

Regrets:

Greg Reitzel, Melanie Van Alphen

Recorder:

Alice Figueiredo, 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 6:04 p.m.

1.1 Opening Prayer & Memorials

The meeting opened with prayer by Trustee Schmalz.

1.2 Approval of Agenda

5.4 "FSL" was deferred to the January 28th, 2019 Board Meeting.

2018-04 -- It was moved by Trustee da Silva and seconded by Trustee Gravelle

THAT the agenda for Monday, December 10th, 2018 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

1.4 Items for Action from Previous Meeting of December 10, 2018 regarding Human Resource matters.

2018-05 -- It was moved by Trustee Schmalz and seconded by Trustee Price:

THAT Items for Action from Previous Meeting of December 10, 2018 regarding Human Resource matters be now approved. --- Carried by *consensus*.

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)

- **Approval of Minutes of Regular and Special Meetings**

- 3.1 Approval of Minutes of Regular and Special Meetings

- 3.1.1 Minutes of November 26, 2018 Board Meeting

- 3.1.2 Minutes of December 3, 2018 Board Meeting

2018-06 -- It was moved by Trustee da Silva and seconded by Trustee Price:

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 2019-2020 Estimates Budget Plan (Decision)

Superintendent Maharaj provided a report with respect to the 2019-2020 budget year, the Board budget development process will follow a similar structure to prior years. The major timelines were proposed to the Board of Trustees.

2018-07 -- It was moved by Trustee Gravelle and seconded by Trustee Price:

That the Board of Trustees receives the above noted methods of consultation and the proposed budget timelines set forth in the 2019-2020 Estimates Budget Plan report be approved. --- *Carried by consensus*

5.2 Revised Estimates – Impacts on Approved Budget

Superintendent Maharaj provided the Board of Trustees with an updated on Revised Estimates using actual enrolment as of October 31st, 2018 and noted the impacts on approved budget. The balanced revised estimates budget will be filed with the Ministry of Education on December 14, 2018 based on the changes.

5.3 Annual Report on Surpluses (Decision)

Superintendent Maharaj provided the Board of Trustees with a report on accumulated surpluses held by the school board that have resulted from surpluses in prior years where no external restrictions have been imposed on their use.

Permission is required from the Board of Trustees for use of such funds. Superintendent Maharaj noted the accumulated balances from WSIB, Operating/Working Funds, Technology Renewal, Insurance, Early Learning Resources, Administrative Capital, Committed Sinking Fund Interest, Committee Capital Projects and Learning Priority Funds.

Trustees asked clarifying questions on the surpluses and Superintendent Maharaj provided information.

2018-08 -- It was moved by Trustee da Silva and seconded by Trustee Gravelle:

That Administration be given permission to use up to \$29,892 from the WSIB surplus to service potential WSIB costs. --- *Carried by consensus*

2018-09 -- It was moved by Trustee Schmalz and seconded by Trustee Weiler:

That Administration be given permission to use up to \$700,000 from the Technology Renewal surplus to service potential WREPNet costs. --- **Carried by consensus**

2018-10 -- It was moved by Trustee Gravelle and seconded by Trustee Dupuis:

That Administration be given permission to use up to \$279,241 from the Early Learning Resources surplus to purchase resources as needed. --- **Carried by consensus**

2018-11 -- It was moved by Trustee Schmalz and seconded by Trustee Dupuis:

That Administration be given permission to use up to \$715,385 from the Administrative Capital surplus to renovate Board Administrative buildings as previously discussed. --- **Carried by consensus**

2018-12 -- It was moved by Trustee Weiler and seconded by Trustee Price:

That Administration be given permission to use up to \$50,000 from the Committed Sinking Fund surplus to service known Committed Sinking Fund costs. --- **Carried by consensus**

2018-13 -- It was moved by Trustee Price and seconded by Trustee Gravelle:

That Administration be given permission to use up to \$210,000 from the Committed Capital Project surplus to service depreciation on internally funded capital projects. --- **Carried by consensus**

2018-14 -- It was moved by Trustee Dupuis and seconded by Trustee Schmalz:

That Administration be given permission to use up to \$79,241 from the Learning Priority Fund surplus to offset staffing costs as required. --- **Carried by consensus**

5.4 FSL

Deferred to January 28, 2019 Board of Trustee Meeting.

5.5 Well Being Plan – Equity Action Plan

Superintendent Olson provided the Board of Trustees with a report on the Board's Well-Being Plan with respect to Equity. Key priority areas were noted including school and classroom practices, Leadership, governance and human resource practices, Data collection, integration and reporting and organizational culture change. The Well-Being Strategy is divided into four categories: Equity and Inclusive Education, Safe and Accepting Schools, Healthy Schools and Positive Mental Health.

Superintendent Olson noted that all Administrators would be obtain a session during the next Administrator's meeting from a local consulting firm "unlearn.". Unlearn. challenges everyone to develop an equity lens by thinking critically about their unconscious biases and examining how they can be reinforced by the media, their experiences and their relationships.

Other supports to our system include Student Success Consultants, Universal Design for Learning and RE-Engagement Officer/Committee. Trustees provided feedback on the presentation.

5.6 Director's Annual Report (Decision)

Director Notten provided the Board of Trustees with the Director's Annual Report for 2017-2018. Per Section 283(3) of the Education Act, the Director of Education will submit an Annual Report at the first Board meeting of December of each year reporting on the progress of the Board against the stated goals. There are many points of celebration and there was direction as to how the work of Waterloo Catholic had to continue to evolve to remain relevant and responsive to our students and stakeholders.

The report takes a primarily electronic format this year with a limited number of hard copy versions of the report. Trustee provided very positive feedback and gave appreciation for an extensive and informative report.

2018-15 -- It was moved by Trustee Schmalz and seconded by Trustee da Silva:

That the Board accept this report indicating compliance with our obligations under Section 282(3) of The Education Act. --- **Carried by consensus**

5.7 New MYSP (Decision)

Director Notten presented the 2018-2021 Multi-Year Strategic Plan to the Board of Trustees for approval. The current three-year Multi-Year Strategic Plan (MYSP), approved in December of 2015, will come to a conclusion at the end of December 2018. In the spring of 2018 a system survey took place to both inform the report card on the current plan and to inform direction for the next iteration of the MYSP.

The goals and actions identified within the plan speak to the specifics of how we aspire to bring the system forward, consistent with leading practices in education and respectful of building the required global competencies our students will require to live and thrive in a rapidly changing world. The plan is predicated on a culture of high expectations and a belief that reflects our core vision statement that at Waterloo Catholic we represent: *Heart of the Community, Success for Each and A Place for All*. We aspire to transform our school communities into learning spaces where Faith and gospel values are witnessed, students are empowered, and leadership is distributed.

Embedded within the MYSP reside all other plans that drive the system forward and keep us accountable to the Ministry of Education and our stakeholders. Efforts are being made to ensure strong alignment of all evolving plans, so that there is an integration and streamlining of work for all involved, but most especially for the end-user.

2018-16 -- It was moved by Trustee da Silva and seconded by Trustee Price:

That the Board approve the Multi-Year Strategic Plan for 2018-2021, as found in Appendix A and B. --- **Carried by consensus**

6 Ownership Linkage (Communication with the External Environment)

7 Actions From Board Committees/Task Forces

8 Board Education (at the request of the Board)

8.1 Chair's Update

Trustee Conway provided highlights of event attended and attending in the month of December.

8.2 OCSTA/CCSTA Communications

Correspondence were reviewed.

8.3 Trustee Committee Assignments

Committee Assignments were reviewed.

9 Policy Discussion

10 Assurance of Successful Board Performance

10.1 Board Policy I 001 Ends - Broad Policy Provision

Trustees reviewed Board Policy I 001 Ends – Broad Policy Provision and noted the Board in compliance.

2018-17 -- It was moved by Trustee Price and seconded by Trustee da Silva:

THAT the Board of Trustees find Board Policy I 001 Ends - Broad Policy Provision in compliance.
--- **Carried by consensus.**

10.1.1 Is There a Need to Review This Policy?

Yes. There were questions on whether the timing of the policy is appropriate. It was decided that this will be discussed at a future Committee of the Whole meeting.

10.2 Board Policy II 005 Consultation

Trustee Conway reviewed Board Policy II 005 Consultation and noted the Board in compliance.

2018-18 -- It was moved by Trustee Conway and seconded by Trustee Schmalz:

THAT the Board of Trustees find Board Policy II 005 Consultation in compliance. --- **Carried by consensus.**

10.1.2 Is There a Need to Review This Policy?

No.

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 13: Stuff in Stockings
- Dec 20: CEC Christmas Mass & Lunch
- Jan 9: SEAC
- Jan 14: Committee of the Whole (new pastoral committee and linkage, new chair will be needed) Work terms of reference. Bill to email. Read and get familiar.
- Jan 18-19: OCSTA Seminar
- Jan 21: Governance
- Jan 28: Board of Trustees

13.2 Pending Items:

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.

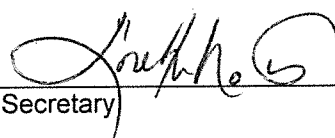
16 Closing Prayer

17 Motion to Adjourn

2018--19 It was moved by Trustee da Silva and seconded by Trustee Gravelle:
THAT the meeting be now adjourned. The meeting was adjourned by consensus at 8:22 p.m.



Chair of the Board



Secretary