

## Board of Trustees' Board Meeting

A public meeting of the Board of Trustees was held on Monday, June 17, 2019 at St. Benedict CSS.

### **Trustees Present:**

Bill Conway (Chair), Manuel da Silva, Kevin Dupuis, Jeanne Gravelle, Wendy Price, Greg Reitzel, Brian Schmalz, Melanie Van Alphen, Tracey Weiler

### **Student Trustees Present:**

Meghan Nemeth, Izabella Tyc

### **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:**

### **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.

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### **1. Call to Order:**

The Chair of the Board called the meeting to order at 5:30 p.m.

#### **1.1 Opening Prayer & Memorials**

The meeting opened with prayer by Trustee Gravelle.

#### **1.2 Approval of Agenda**

2019-75 -- It was moved by Trustee Price seconded by Trustee da Silva:

THAT the agenda for Monday, June 17, 2019 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

#### **1.5 Items for Action:**

None

### **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 May 27, 2019 - Board Meeting
- 3.2 Approved CPIC Minutes of February 20, 2019
- 3.3 Approved SEAC Minutes of April 3, 2019
- 3.4 Approved Governance Minutes of March 18, 2019
- 3.5 Interim Financial Report #3

**2019-76 -- It was moved by Trustee da Silva and seconded by Trustee Dupuis:**

***THAT the Consent Agenda Board of Trustees and the recommendations contained therein be now approved. --- Carried by consensus***

### **4 Delegations**

#### **4.1 Presentation to Student Trustees**

Trustee Van Alphen and Trustee Gravelle thanked Izabella Tyc and Meghan Nemeth for their dedication and service to the Board.

### **5 Advice from the CEO**

#### **5.1 Budget**

Superintendent Maharaj and Laura Isaac, Senior Manager-Financial Services, presented the 2019-2020 Budget to the Board of Trustees. A balanced budget of 299.9 Million was presented and the Board of Trustees are scheduled to vote on the proposed budget on Monday, June 24<sup>th</sup>, 2019. The presentation included an overview of the Budget Report book, provincial context, Budget Process and Assumptions, Board Impact, Consultation and Enrolment, Financial overview, Planning Area details. Superintendents of Learning provided an overview of their portfolios in relation to the budget.

Superintendent Maharaj confirmed the budget submission date of June 28<sup>th</sup>, 2019 and that the budget is compliant with Board policy and relevant legislation, however there is some inherent risk in some areas of the budget. The questions period for Trustees is from June 18-24, 2019. Trustees asked clarifying questions on the impact of the budget on students, provided feedback and voiced concerns.

The Board took a break at 7:33 p.m. and resumed at 7:49 p.m.

#### **5.2 Director's Report**

Director Notten provided highlights and notable events from the month of June.

#### **5.3 Extended Day**

Superintendent Foran provided the Board of Trustees with a report on the Extended Day Program and the need to increase fees to operate the program.

**2019-77 -- It was moved by Trustee Dupuis and seconded by Trustee Reitzel:**

***THAT the Board of Trustees approve the proposed fee increase for Extended Day Programs which will not exceed \$25.00 per day for the 2019-2020 school year. --- Carried by consensus***

**2019-78 -- It was moved by Trustee Schmalz and seconded by Trustee Gravelle:**

***That the Board of Trustees is informed and approves of the schools offering Extended Day Programs for 2019-2020. --- Carried by consensus***

#### **5.4 MYSP Report**

Director Notten provided the Board of Trustees with an update on the 2018-2021 Multi-Year Strategic Plan. The process of how the updated MYSP Report Card was established was discussed, along with the data which informed the update and evidence offered. Many points of celebration were noted and clear sense of direction on how the Board will move forward for next year.

Trustees asked clarifying questions on initiatives and programs and provided feedback. Superintendents and Director Notten provided clarifications and assurance that student voices are heard.

Concerns raised that the presentation summary and points of key growth were at times different than the appendices information on "key growth". Director Notten clarified that presentation was informed by the main report and the appendices. It was requested to append the presentation to report for approval.

2019-79 -- It was moved by Trustee Gravelle and seconded by Trustee Reitzel:  
THAT the Board of Trustees extend the meeting past 8:35 p.m. --- Carried by consensus

2019-80 -- It was moved by Trustee Price and seconded by Trustee Gravelle:  
THAT the Board approve the June 2019 Interim Multi-Year Strategic Plan Report Card Update for 2018-2021, as presented in this report, presentation and found in Appendices A through C. --- Carried by consensus

## **6 Ownership Linkage (Communication with the External Environment)**

### **7 Actions From Board Committees/Task Forces**

#### **7.1 Student Trustee Update**

Student Trustees provided highlights and notable events from the month of June.

#### **7.2. Audit Committee Annual Committee Reports**

Trustee Reitzel presented the Audit committee report. It was noted the report is the same as the one presented last month at Board and suggested that Audit bring one report next year.

#### **7.3 Governance Annual Committee Report**

Trustee Van Alphen presented on the current work of Governance and items that will be brought forward next school year for completion.

#### **7.4 Linkages Annual Committee Report**

Trustee Weiler provided an updated on the work of Linkages in the past school year, successes and plans for the following year.

#### **7.5 Pastoral Care Team Annual Committee Report**

Trustee Gravelle provided an update on the work of the Pastor Care Team, successes of the current year and plans for the following year.

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

### **8.1 Chair's Update**

Trustee Conway provided highlights and notable events from the month of June.

### **8.2 OCSTA/CCSTA Communications**

Trustee Conway provided recap of OCSTA attachments.

## **9 Policy Discussion**

### **10 Assurance of Successful Board Performance**

#### **10.1 Review of Board Policy**

##### **10.1.1 Board Policy II 001 General Governance Commitment**

2019-81 -- It was moved by Trustee Conway and seconded by Trustee Price:  
THAT the Board of Trustees find Board Policy II 001 General Governance Commitment in compliance. --- Carried by consensus.

There is no need to review the policy.

##### **10.1.2 Board Policy II 009 Board Committee Principles**

2019-82 -- It was moved by Trustee Conway and seconded by Trustee van Alphen:  
THAT the Board of Trustees find Board Policy II 009 Board Committee Principles in compliance. --- Carried by consensus.

Board of Trustees noted that the policy should be reviewed at Governance.

##### **10.1.3 Board Policy II 010 Board Committee Structure**

**2019-83 -- It was moved by Trustee Dupuis and seconded by Trustee da Silva:  
THAT the Board of Trustees find Board Policy II 010 Board Committee Structure in compliance. --- Carried by consensus.**

There is no need to review the policy.

### **10.2 Approval of amendment to Facilities Accommodation IV – 010**

Trustee Van Alphen noted that during the June 10<sup>th</sup> Governance meeting it was recommended that the word “not” from item #6 in Policy IV 010 be removed to omit the double negative.

**2019-84-- It was moved by Trustee Van Alphen and seconded by Trustee Reitzel:  
THAT the Board of Trustees Remove the word “not” from item #6 from Policy IV 010. --- Carried by consensus.**

### **10.3 Approval of amendment to IV 012 – Communication to Board**

Trustee Van Alphen proved feedback from the June 10<sup>th</sup> Governance meeting and recommended that the Board of Trustees add a 4th action to IV 012 which states: to communicate to Board for information on a semi-annual basis capturing the seminal changes to Administrative Procedures.

**2019-85 -- It was moved by Trustee Van Alphen and seconded by Trustee Gravelle:  
THAT the Board of add a 4th action to IV 012 stating: “fail to communicate to Board for information on a semi-annual basis capturing the seminal changes to Administrative Procedures”. --- Carried by consensus.**

## **11 Assurance of Successful Director of Education Performance**

### **11.1 Monitoring Reports & Vote on Compliance**

#### **11.1.1 General Exec Limitations – Monitoring Report IV – 1**

Director Notten provided a report on General Executive Limitation – Monitoring Report IV – 1 confirming compliance.

**2019-86 -- It was moved by Trustee Gravelle and seconded by Trustee da Silva:  
That the Board accept this report indicating compliance with General Executive Limitation Policy IV 001. --- 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):**

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

- June 20: Retirement Celebration - St Jerome's
- June 21: Board Office Mass – St Mary's of Seven Sorrows
- June 24: Special Board – St. Benedict
- June 25: St. Mary's Graduation
- June 26 : St. Benedict Graduation
- June 26: St. David Graduation
- June 27: Monsignor Doyle Graduation
- Aug 22: Links FORE Learning Golf
- Sept 16 - OCSTA Regional Mtg

### **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.

Confirmation will be provided shortly on the location of the meeting for June 24<sup>th</sup>, 2019. Thanks, and well wishes were given to Superintendent Foran for his service.

15.1 Move into Private, Private

**2019-87 It was moved by Trustee da Silva and seconded by Trustee Schmalz:**

**THAT the meeting move into Private, Private at 9:35 p.m. --- Carried by consensus**

## **16 Closing Prayer**

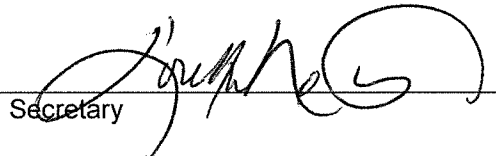
## **17 Motion to Adjourn**

**2019-88 It was moved by Trustee Gravelle and seconded by Trustee Dupuis:**

**THAT the meeting be now adjourned. The meeting was adjourned by consensus at 10:00 p.m.**



Chair of the Board



Secretary