Committee of the Whole Meeting

A public meeting of the Committee of the Whole was held Monday, September 9, 2019 at St. Benedict CSS, Cambridge.

Trustees Present:
Bill Conway (Chair), Manuel da Silva, Kevin Dupuis, Jeanne Gravelle, Wendy Price, Greg Reitzel, Brian Schmalz, Melanie Van Alphen, Tracey Weiler
*Trustee Gravelle left meeting at 9:15 p.m.

Student Trustees Present:
Meghan Cymbron, Rori Schaefer

Administrative Officials Present:
Loretta Notten, Maria Ivankovic, John Klein, Shesh Maharaj, Judy Merkel, Richard Olson, Laura Shoemaker

Special Resources For The Meeting:

Regrets:
Jason Connolly

Absent:

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 called the meeting to order at 6:00 p.m.

1.1 Opening Prayer & Memorials
The opening prayer was led by Fr. Joseph Viveiros.

1.2 Approval of Agenda
Amendments to agenda: add 7.1 Governance Update to be spoken to by Trustee Van Alphen.

2019-23 -- It was moved by Trustee Reitzel and seconded by Trustee Weiler:
THAT the agenda for Monday, September 9, 2019, as amended be now approved. --- Carried by consensus.

1.3 Declaration of Pecuniary Interest
7.3.1 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)

3.1 Approval of Minutes of Regular and Special Meetings
3.1.1 Minutes of May 13, 2019 Committee of the Whole Minutes

2019-24 -- It was moved by Trustee Dupuis and seconded by Trustee da Silva: THAT the Consent Agenda of Board of Trustees and the recommendations contained therein be now approved. --- Carried by consensus

4. Delegations

5. Advice From the CEO
5.1 Inaugural Service Learning for Credit Course
Director Notten introduced the administrators and teachers who led the Service Learning for Credit Course in Kenya which included Ms. Riley, Ms. Mackay, Ms. Denomme and Ms. Rocha.

Ms. Denomme and Ms. Rocha provided a presentation with the collaboration of the students who participated from St. Benedict’s and Monsignor Doyle. Students and teachers shared their experiences from their trip, fundraising activities and student debriefing.

Trustees asked clarifying questions with respect to fundraising, mission and logistics of course. Clarification was given by Director Notten.

5.2 Update on Branding
Director Notten provided a background on the new branding for Waterloo Catholic DSB and introduced Darcy Davis, Web Master for WCDSB who presented on same. Mr. Davis provided a history on WCDSB logos, data collected with respect to impact of branding and the importance on the consistency of branding.

5.3 Update on Summer Boost
Superintendent Shoemaker provided the background on the Summer Boost Program and introduced Principal Runstedler who presented the 2018-2019 program. Principal Runstedler provided the Trustees with the Summer Boost Belief, vision of the program, learning goals, funding, post assessment and Ministry feedback.

Trustees asked clarifying questions and provided feedback.

5.4 BIPSA Update
Superintendent Klein provided an update on the 2019-2020 BIPSA which was introduced to the system at the beginning of the school year. Background was discussed, along with process, features and data sources.

Trustees asked clarifying questions and provided feedback.

5.5 CEC Renovation Update
Superintendent Maharaj provided the Board of Trustees with an update on the CEC Renovation including the ongoing work, current status, changes made to plan, budget and parking. Appreciation was given to the Planning department for their ongoing work.

Trustees asked clarifying questions and provided feedback.

6. Ownership Linkage (Communication with the External Environment)
6.1 Linkages Activity
Trustees reported back from the Linkage Committee. Highlights include:

- Friday, June 12th, 2020 was chosen for the Community Leaders Breakfast.
- Confirmed November 6th, 2019 date for Commissioning of School Council Chairs/Newly Appointed Administrators.
- Possible joint event in March with WRDSB Trustees.
- Possibility of blessing of CEC, perhaps combine Clergy dinner and invite Bishop.
- Discussed Staff Awards in details.
6.2 Pastoral Care Activity
Trustees reported back from the Pastoral Care Committee. Highlights include:
- Team building/community service event confirmed, Trustees will participate in Soup Sisters on January 7, 2020. Trustee Gravelle to confirm details.
- Fr. Joseph de Viveiros will be facilitating the Trustee retreat. Location will be Knights of Columbus. Dates considered in late October, early November. E-mail circulation to be sent.
- Trustees discussed their role in prayer.

2019-25-- It was moved by Trustee da Silva and seconded by Trustee Price:
THAT the meeting be extended by an hour at 9:00 p.m. Carried by consensus.

7. Reports From Board Committees/Task Forces

7.1 Governance recommendation (M. Van Alphen)
Trustee Van Alphen brought forth recommendation from Governance Committee that a Trustee Self-assessment Committee be established. Will bring to Board for decision.

8. Board Education (at the request of the Board)
8.1 OCSTA Communications
Reviewed communications.

8.2 OCSTA 2019 Regional Meeting: Questions for Discussion
Trustees and Director Notten discussed the questions for discussion for the upcoming OCSTA Regional meeting on September 16th. Trustees to provide response by Friday as final copies must be printed for Monday’s meeting.

8.3 OCSTA Modules:
Module 9: Family and Community Engagement
Module 10: Advocacy: Engaging the Public

Modules 9 & 10 were deferred to Committing of the Whole in October.

9. Policy Discussion

10. Assurance of Successful Board Performance

11. Assurance of Successful Director of Education Performance
11.1 Monitoring Reports & Vote on Compliance

12. Potential Agenda Items

13. Announcements (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):
Sept 4 – SEAC
• Sept 9 - COW
• Sept 16 – OCSTA Regional Mtg
• Sept 18 – Diocesan Mass – CTK Hamilton
• Sept 23 – Board
• Sept 24 – Audit Committee – Facility Services
• Oct 2 – SEAC
• Oct 5 – Feast of St. Jerome
• Oct 7 – COW
• Oct 28 – Board
Trustees were invited to the Board Office Mass on September 27th (9:00 a.m.) at Our Lady of Seven Sorrows.

14. Items for the Next Meeting Agenda/Pending Items

15. Adjournment – Confirm decisions made tonight. Closing Prayer
The Recording Secretary confirmed the meeting decisions.

16. Closing Prayer

17. Motion to Adjourn

2019-26-- It was moved by Trustee da Silva and seconded by Trustee Dupuis: THAT the meeting be now adjourned. The meeting was adjourned by consensus at 9:19 p.m.

[Signatures]
Chair of the Board
Secretary