

MINUTES

BOARD MEETING

Meeting #16 – Wednesday, October 20, 2010

1. **CALL TO ORDER**

The meeting was called to order, at 7:37 p.m., at St. Paul's Catholic Elementary School, in Alliston.

2. **OPENING PRAYER**

The opening prayer "Prayer for Catholic Education" was led by Trustee Rick Maloney.

Remembrances for the Deceased:

The late **Barbara Mancini**, grandmother of Jessica Mosley Cairncross, teacher and great-grandmother of Lucas, student.

The late **Brett Chiarot**, former student and brother of a student.

The late **George Goodeill**, uncle to Jerry Goodeill, retired principal and great uncle to Josh Goodeill, teacher.

The late **Ken Robbins**, brother of Marcella Cadeau, teacher and uncle to Patricia, student.

The late **Joseph DeAmicis**, brother of Victor DeAmicis, custodian.

The late **Erna Vrhovnik**, mother of Joe Vrhovnik, teacher.

3. **ROLL CALL**

Michael O'Keefe, Director of Education, conducted the roll call of the Board of Trustees to establish quorum for the meeting.

Present: **Jim Canning – Board Chair**, Clayton Ferguson, Justin Heran, Rick Maloney, Theresa Pinder, Connie Positano, Diana Riffert, Lydia Reekie, Suzanne Youngs

Regrets: John Gris , Sergio Morales

Resource: **Michael O'Keefe – Director of Education**, Brian Beal, Glenn Clarke, Peter Derochie, Jane Dillon-Leitch, Diane Legg, Darren Schmidt

Regrets: Mary Puopolo, Enda Soostar

Recorder: Belinda Marcellus

4. **AGENDA APPROVAL**

Consensus of the Board of Trustees was obtained for the approval of the meeting agenda.

5. **DECLARATIONS OF CONFLICT OF INTEREST**

Nil.



6. **DELEGATIONS**

Nil.

7. **PRESENTATIONS**

Celebrating God's Gift of Life and the Wonder of Life in our Community

1) **St. Paul's Catholic School**

Patricia Campbell, Principal of St. Paul's Catholic School, introduced the grade eight student volunteers: Matthew, Isaac, Olivia, Mardi, Maye, and Amice, who hosted school tours for the trustees prior to the meeting

Teachers Alison Munnoch and Joyce Creighton provided a presentation on the implementation of the Early Learning Program at St. Paul's Catholic School. Jim Canning, Board Chair, thanked the teachers for providing trustees with their first look at what the Early Learning Program classroom looks like, as teachers in the phase one schools are the pioneers of this new initiative from the Ministry of Education.

2) **Learning Agenda Part I**

Brian Beal, Executive Superintendent of Programme & Services walked through the 2010-2011 inservice booklet with trustees. This is the fourth year that programme and service staff has compiled such a booklet that indicates what inservices are being presented to support staff and students.

Mr. Beal also reviewed the Board Improvement Plan document, which was submitted to the Ministry of Education as required, on October 15, 2010. The template provided by the Ministry requires the board to report on four areas – Community, Culture and Caring; Literacy Plan; Numeracy Plan; and Pathway Plan.

The Inservice Booklet and Board Improvement Plan work together to identify strategies and tell us if what we are doing is having the desired impact. Staff will review in January to make mid year adjustments if needed and then revisit in the spring to work on the final reporting.

It was suggested that trustees review the documents which will help them to determine what presentations that they would like to see at the Board table through the year.

A request was made to share this information with Catholic School Community Councils.

8. **ACTION ITEMS**

1) **Board Policy Review Committee**

i. **Minutes – Meeting #6 – Wednesday, October 13, 2010**

Recommendation BD-POL-12-2010:

That the Board approve that Procedural By-law 18:07 be revised as follows:

*18:07 At all meetings of Committees of the Board including the Committee of the Whole Board, the student trustee and the student trustee-elect of the Board will participate in accordance with Ontario Regulation 07/07 made under the Education Act. Subsection 5(5) of the Act provides that a student trustee(s) may attend all closed (in camera) meetings, with the exception of those “when the subject matter under consideration involves the disclosure of intimate, personal or financial information in respect of a member of the Board or Committee, an employee or prospective employee of the Board or a student or his or her parent or guardian.” These exceptions will be determined by the Board Chair.
Consensus of the Board of Trustees was obtained for approval of the recommendation.*

Recommendation BD-POL-13-2010:

That the Board approve the establishment of the Discipline Committee.
Consensus of the Board of Trustees was obtained for approval of the recommendation.

Recommendation BD-POL-14-2010:

That the Board approve that Procedural By-law section #8:01 be amended and renumbered to add the following: A Standing Committee named the Discipline Committee will be responsible for the hearing of suspension appeals requested by a parent/guardian or adult student and/or the expulsion of pupils of the board. The Discipline Committee will consist of four members and will be scheduled to meet bi-weekly (exclusive of Christmas, March Break and summer holidays), commencing the Tuesday after the inaugural meeting.
Consensus of the Board of Trustees was obtained for approval of the recommendation.

Recommendation BD-POL-15-2010:

That the Board approve the establishment of the Audit Committee and the Selection Committee-Audit.
Consensus of the Board of Trustees was obtained for approval of the recommendation.

Recommendation BD-POL-16-2010:

That the Board approve that the Procedural By-law Section #8:01 be amended and renumbered to add the following:

*“A Standing Committee named the Audit Committee will be responsible for roles and functions of the Audit Committee as prescribed in legislation. The Audit Committee will be composed of three board members and two persons who are not board members.”
Consensus of the Board of Trustees was obtained for approval of the recommendation.*

Recommendation BD-POL-17-2010:

That the Board approve that the Board’s Procedural By-law Section #8:01 be amended and renumbered to add the following:

“A Standing Committee named the Selection Committee-Audit will be responsible for identifying persons who are not board members as potential candidates for appointment to the Board’s Audit Committee. The Selection Committee-Audit will be composed of the Director of

Education, Associate Director of Education (Business and Finance), and the Chair of the Board or their designate.”

Consensus of the Board of Trustees was obtained for approval of the recommendation.

Recommendation BD-POL-18-2010:

That the Board approve that the Governance and Planning Policy Number GP-02 *Reimbursement of Expenses* be amended as follows:

“The Board believes in reimbursing its trustees and employees for reasonable expenses incurred in the course of undertaking official Board business.

Examples of reasonable expenses include, but are not limited to travel, parking, conference fees, meals, accommodations, etc. Only expenses incurred on behalf of the Board shall be reimbursed.

All expense claims are subject to audit and appropriate documentation to support the incurred expenses shall be provided.

The kilometre rate will be approved annually in the budget process.”

Consensus of the Board of Trustees was obtained for approval of the recommendation.

9. INFORMATION ITEMS

1) Report 9. 1) 16-2010: Early Learning Program: Phase Three Implementation

Brian Beal, Executive Superintendent of Programme and Services advised that the Board must submit phase three schools to the Ministry of Education by November 26, 2010. Staff are working with principals, the municipalities, and coterminous school boards to develop a submission. A recommendation will be brought to the Board at the November 24th meeting.

2) Report 9. 2) 16-210: Catholic Education Trust Fund of Simcoe County/Muskoka Update

Director of Education, Michael O’Keefe outlined the launch plan for the Hope for Learning Foundation which will more actively engage the community in the mandate of the Catholic Education Trust Fund of Simcoe County/Muskoka. It was noted that the trust fund and foundation work will be governed at an arm’s length of the Board. An advisory group, with representation from our partners in Catholic education, has been meeting to provide input on the launch of an employee payroll deduction fundraising campaign, which will begin with a sneak peak email this week. It was noted that there are many organizational aspects that need to be put in place, such as the governance structure and disbursement of funds to those in need, on a go-forward basis, through consultation between the Board of Directors of the Catholic Education Trust Fund of Simcoe County/Muskoka and the Hope for Learning advisory body. Examples of similar initiatives exist at many school boards and trustees were pleased that the foundation work is expanding activities within the mandate of the trust fund.

10. ROUTINE

1) Approval of Minutes

i) Board Meeting #14 – Wednesday, September 29, 2010

Consensus of the Board of Trustees was obtained for approval of the Recommendation.

ii) Special Board Meeting #15 – Wednesday, October 6, 2010

Consensus of the Board of Trustees was obtained for approval of the Recommendation.

11. TRUSTEE ENQUIRIES

Clarification was requested regarding the community fundraising initiatives that are supported by the schools. Each school community chooses the initiatives they will support each year, such as Jump Rope for Heart, Terry Fox Run, Juvenile Diabetes, etc.

Discussion arose regarding a labour matter at St. Peter the Apostle School in Parry Sound which escalated in a public forum. Information about the Board's best practices will be provided to ensure that a similar occurrence does not take place in the future.

Christmas gathering: Sunday, December 5th at Tangle Creek Golf Club. It was noted that the new Board will be in place and that as in previous election years, the board members not returning to office will be invited to this celebration.

12. ITEMS OF INTEREST

Trustees were invited to attend the chicken dinner fundraiser at St. Thomas Aquinas Catholic Secondary School on Thursday, October 21st.

Trustees have been attending various Catholic School Community Council commissioning services in their respective communities.

13. CORRESPONDENCE

1. Ontario Catholic School Trustees' Association (OCSTA):

a) September 30, 2010 – Leona Drombrowsky, Minister of Education

Letter of response to Nancy Kirby, OCSTA President re: OCSTA Resolution 6-10 Municipal Storm Water Management

b) October 5, 2010 – Sharon McMillan, Coordinator Communications and Media Relations

Catholic Trustee Group Compiles Success Stories for Community

c) October 7, 2010 – Pam Denobrega, OCSTA

2011 Trustees' Professional Development Seminar – January 14 & 15 – change to Doubletree check-out policy

d) October 7, 2010 – Mike McPhee, Co-ordinator, Labour Relations,

Labour Relations Update

- e) October 7, 2010 – Pam Denobrega, OCSTA
Preliminary Program – Labour Relations Seminar – November 19, 2010
 - f) October 14, 2010 – Sharon McMillan, Coordinator Communications and Media Relations
OCSTA Newswire
 - f) October 14, 2010 – Carol Devine, Director, Legislative and Political Affairs
Request for Information re: Municipal Election Problems resulting from inaccuracies in voters' lists
 - g) October 15, 2010 - Sharon McMillan, Coordinator Communications and Media Relations
CBC Radio Interview with OCSTA President, Nancy Kirby Re: Trustee Elections
2. York Catholic District School Board – Chris Cable, Communications Manager
York Catholic District School Board Mourns Passing of Vice-Chair

14. MEETING SCHEDULE

Wednesday, November 10, 2010	Board Meeting #17	7:30pm.
Wednesday, November 17, 2010	Board Policy Review Committee #7	7:30pm.
Wednesday, November 24, 2010	SEAC #7	5:30pm.
Wednesday, November 24, 2010	Board Meeting #18	7:30pm.

15. PRIVATE SESSION

16. REPORT FROM COMMITTEE OF THE WHOLE

Nil.

17. NEXT MEETING

Board Meeting #17:	Wednesday, November 10, 2010	7:30 p.m.
Agenda Deadline Date:	Wednesday, November 3, 2010	4:30 p.m.

18. ADJOURNMENT

Consensus of the Board of Trustees was obtained to adjourn the meeting at 8:57 p.m.

19. CLOSING PRAYER

The closing prayer will be led by Trustee Theresa Pinder.