



Committee of the Whole Meeting

Date: October 7th, 2013

Time: 6:00 p.m.

** Committee of the Whole In Camera, if necessary, will precede or follow the Board Meeting, as appropriate.*

Location: Board Room, Catholic Education Centre, 35 Weber Street, Kitchener

Attendees:

Board of Trustees:

Joyce Anderson, Wayne Buchholtz (Chair), Manuel da Silva, Janek Jagiellowicz, Frank Johnson, Anthony Piscitelli, Wendy Price, Peter Reitmeier, Greg Reitzel.

Student Representatives:

Alexandru Gheorghe, Carlos Valero

Senior Administration:

Larry Clifford, Gerry Clifford, Derek Haime, David DeSantis, Maria Ivankovic, Shesh Maharaj, Laura Shoemaker

Special Resource:

Fr. Fred Scinto, CR; John Shewchuk.

Recording Secretary:

Barb Pilsner

ITEM	Who	Agenda Section	Method & Outcome
1. Call to Order	Board Chair		
1.1 Opening Prayer & Memorials	Board Pastoral Team	--	-----
1.2 Approval of Agenda	Board of Trustees		Approval
1.3 Declaration of Pecuniary Interest	Individual Trustees		
1.3.1 From the current meeting			
1.3.2 From a previous public or in-camera meeting			
2. Consent Agenda: Director of Education (eg: operational matters from the Ministry of Education that the Board is required to do; update on the system)			
2.1			

ITEM	Who	Agenda Section	Method & Outcome
3. Consent Agenda: Board (Minutes of meetings)			
3.1 Approval of Minutes of Regular and Special Meetings 3.1.1 Minutes of Meeting of September 9, 2013 3.1.2 Items for Action from In-camera meeting Oct 7/13	Trustees Trustees	pp. 1-4 --	Approval Approval
4. Delegations:			
4.1 VIP Presentations 4.1.1 Nicky Hunter, St. Elizabeth 4.2 United Way Campaign	Joyce Anderson Nancy Bird/Tanya Hunter/Paul Mendonca	-- --	Presentation Information
4.3 BIPSA 4.4 Boundary Adjustments	Maria Ivankovic Lindsay Ford	-- pp. 5-9	Information Discussion/ decision
5. Ownership Linkage (Communication with the External Environment related to Board's Annual Agenda; ownership communication)			
5.1			
6. Reports from Board Committees/Task Forces			
6.1 Governance Committee – By-laws	Trustees	--	Discussion
7. Board Education (at the request of the Board)			
7.1			
8. Policy Discussion (Based on Annual Plan of Board Work)			
8.1			
9. Assurance of Successful Board Performance			
9.1			
10. Assurance of Successful Director of Education Performance			
10.1 Monitoring Reports & Vote on Compliance			
10.1.1			
10.2 Advice from the CEO 10.2.1 Areas of Priority (Strategic Alignment)	Larry Clifford	--	Information
11. Potential Agenda Items			
12. Announcements			

ITEM	Who	Agenda Section	Method & Outcome
12.1 The following reports are posted on the Board web page: www.wcdsb.ca a) Minutes of SEAC Meeting of b) Minutes of Parent Involvement Committee Meeting of 12.2 Upcoming Meetings/Events (all scheduled for the Catholic Education Centre unless otherwise indicated):			
13. Items for the Next Meeting Agenda	Trustees		
14. Adjournment Confirm decisions made tonight Closing Prayer	Director of Education		
15. Motion to Adjourn	Board of Trustees	Motion	Approval

CLOSING PRAYER

O Risen Lord, you have entrusted us with the responsibility to help form a new generation of disciples and apostles through the gift of our Catholic schools.

As disciples of Christ, may we educate and nurture hope in all learners to realize their full potential to transform God's world.

May our Catholic schools truly be at the heart of the community, fostering success for each by providing a place for all.

May we and all whom we lead be discerning believers formed in the Catholic faith community; effective communicators; reflective and creative thinkers; self-directed, responsible, life-long learners; collaborative contributors; caring family members; and responsible citizens.

Grant us the wisdom of your Spirit so that we might always be faithful to our responsibilities. We make this prayer through Christ our Lord.

Amen

Rev. Charlie Fedy, CR and the Board of Trustees, 2010

Committee of the Whole Meeting

A public meeting of the Committee of the Whole was held Monday, September 9, 2103 at the Waterloo Region Catholic Education Centre.

Trustees Present:

Joyce Anderson; Wayne Buchholtz (Chair); Manuel da Silva; Janek Jagiellowicz; Frank Johnson; Anthony Piscitelli; Wendy Price; Peter Reitmeier; Greg Reitzel

Student Trustees Present:

Alexandru Gheorghe; Carlos Valero

Administrative Officials Present:

Larry Clifford; Gerry Clifford; David DeSantis; Derek Haime; Maria Ivankovic; Shesh Maharaj; Laura Shoemaker

Special Resources For The Meeting:

John Bigelow

Regrets:

John Shewchuk; Fr. Fred Scinto

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 6:14 p.m.

1.1 Opening Prayer & Memorials

The opening prayer was led by J. Jagiellowicz, Pastoral Care Team. Intentions were offered for the uncle of M. da Silva's wife and to keep the families in your prayers for the following who passed away – Camila Lopez a student at St. Mary's, Sue Sherry a staff member at the Board office, Betty Flynn wife of Joe Flynn former Chair of the Board for Halton CDSB, Jim Sherlock former trustee of Halton CDSB, and Mr. Woodstock the husband of a former French teacher of L Clifford. We offered blessings for all new students to our Board and for all administrators.

W. Buchholtz welcomed Drew Gheorghe our new student trustee and Laura Shoemaker our new superintendent. He congratulated A. Piscitelli on the birth of his son.

1.2 Approval of Agenda

Item 4.5 Literacy/Numeracy Plan will be deferred and Construction Update will be added as item 4.5

2013-130 -- It was moved by M. da Silva and seconded by W. Price:

THAT the agenda for September 9, 2013 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)

3.1 Approval of Minutes of Regular and Special Meetings

3.1.1 Minutes of meeting of June 17, 2013

3.1.2 Items for Action from In-camera meeting September 9, 2013

2013-131 -- It was *moved* by **F. Johnson** and *seconded* by **P. Reitmeier**:

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

4 Delegations

4.1 OASBO Certificate to Past President

Russ Coles, president of Ontario Association of School Business Officials presented a plaque to thank the Board of Trustees and the WCDSB for their support as Shesh Maharaj worked with OASBO. He has completed his term as president. He was also vice-president and chair of the finance committee. S. Maharaj provided his expertise, enhanced our recognition programs and stimulated our mentoring program. It has been a pleasure to work with him.

4.2 2013-14 Parent Reaching Out Grants (PRO)

D. Haime advised our Board has received notification of funds for PRO grants. 19 schools successfully applied for the grant this year. Last year many supports were put in place to assist school councils in applying for the grants.

4.3 October 4/13 Spiritual Development Day

D. Haime thanked the central and school pastoral teams for their fine work in preparation for our spiritual development day. *Rediscovering Joy and Faith* is the theme. Trustees were invited to join us in the morning for a site-based spiritual development day beginning with mass at 9:00 a.m. at St. Mary's church and then listen to our guest speaker, Anne Jamieson.

4.4 OCSTA: Summit on Children and Youth Mental Health

L. Shoemaker was pleased to announce that our new mental health lead is Jacquie McLaren who is well researched and experienced with respect to mental health. She has a well-defined role from the Ministry of Community and Social Services and will be offering a series of professional development sessions for our administrators.

4.5 Construction Update

J. Bigelow distributed an update on the construction projects during the summer in our schools.

4.6 Tell Them From Me Survey

D. DeSantis advised we are continuing our contract for the *Tell them from Me Survey*. The results of the survey, which are completed every two years, provide meaning data from our students to the administrators. He reviewed the areas of improvement and concern. Information is shared with the administrators to put strategies in place to address these concerns through their school improvement plan. A. Piscitelli requested the electronic results be forwarded to all trustees. L. Clifford indicated staff would follow through.

5. Ownership Linkage (Communication with the External Environment)

6. Actions From Board Committees/Task Forces

6.1 Ends Task Force – Consultation Plan

The Ends Committee met August 29th and developed an Ends Consultation Plan and a series of questions for consultation with the community regarding our draft Ends Statements. Trustees agreed the committee should proceed with the consultation process.

6.2 2013-14 Draft Committee Assignments

W. Buchholtz presented a draft committee/task force structure for the year based on response from the trustees. They discussed the positions that were still available and were requested to email the Chair. Revisions will be made and resent to the trustees.

7. Board Education (at the request of the Board)

7.1 Draft Board Calendar 2013-14

Trustees reviewed the board calendar of events/meetings for 2013-14.

7.2 2012-13 Board Evaluation

W. Buchholtz asked trustees to review the board evaluation completed last June and identify which areas the board should focus on. Trustees referred trustee support around strategic planning and dealing with in-camera business to the Governance Committee. L. Clifford will bring the Board Improvement Plan for Student Achievement and Strategic Direction for Our Improvement Plan to the October 7th Committee of the Whole.

7.3 2013-14 Work Plan of the Board

W. Buchholtz presented a 2013-14 work plan of the Board for discussion. Trustees agreed to go forward with the work plan.

8. Policy Discussion

9. Assurance of Successful Board Performance

10. Assurance of Successful Director of Education Performance

10.1 Monitoring Reports & Vote on Compliance

10.1.1

10.2 Advice from the CEO

10.2.1 Areas of Priority (Strategic Alignment)

L. Clifford reported he presented the draft document to the principals, board office and facility services staff and it will also be going to the Deanery. The superintendents looked at aligning strategically with the mission/vision. Reporting on the areas below will be at the Committee of the Whole meetings:

- A Place for All (Building Capacity to Lead & Learn)
- Success for Each (Student Achievement & Well Being)
- Heart of the Community (Nurturing Our Catholic Community)

11. Potential Agenda Items

12. Announcements

12.1 The following reports are posted on the Board web page: www.wcdsb.ca

- a) Minutes of SEAC Meetings
- b) Minutes of Parent Involvement Committee Meetings

13. Items for the Next Meeting Agenda/Pending Items

13.1 Items for the Next Meeting Agenda

13.2 Pending Items:

Mental Health Government Funding Continuation

14. Adjournment – Confirm decisions made tonight. Closing Prayer

The Recording Secretary confirmed the meeting decisions.

15. Motion to Adjourn

2013-132-- It was *moved* by M. da Silva and *seconded* by G. Reitzel:

THAT the meeting be now adjourned.

The meeting was adjourned by consensus at 8:22 p.m.

Chair of the Board

Secretary

REPORT

Date: October 7, 2013
To: Board of Trustees
From: Director of Education
Subject: Southwest Kitchener Boundary Changes – St. Kateri Tekakwitha, St. Timothy, and Our Lady of Grace

Type of Report: ☒ Decision-Making
☐ Monitoring
☐ Incidental Information

Type of Information: ☒ Information for Decision Making
☐ Monitoring Information
☐ Information Only

Origin:

APF008: Pupil Accommodation Review Process – Part A Boundary Review Process – *“In most cases, the final approval of a boundary change rests with the Board of Trustees and would involve a full public consultation process. There are, however, two exceptions to this rule which would allow senior administration to be the decision making body. These exceptions are as follows:*

- Where a boundary change is being considered for an area where there are no existing students, the boundary options may be considered by senior administration and a decision reached by them without community consultation.*
- Where there are relatively few students affected by a proposed boundary change, the families of those students will be consulted directly and given an opportunity to comment on the boundary options being considered. Following this consultation, senior administration may make a decision or elect to conduct a full review.*
- Where a boundary change is being considered for an area which was part of an Accommodation Review up to and including five years previous, the change will come to the Board for information and approval.”*

Policy Statement:**Background/Comments:**

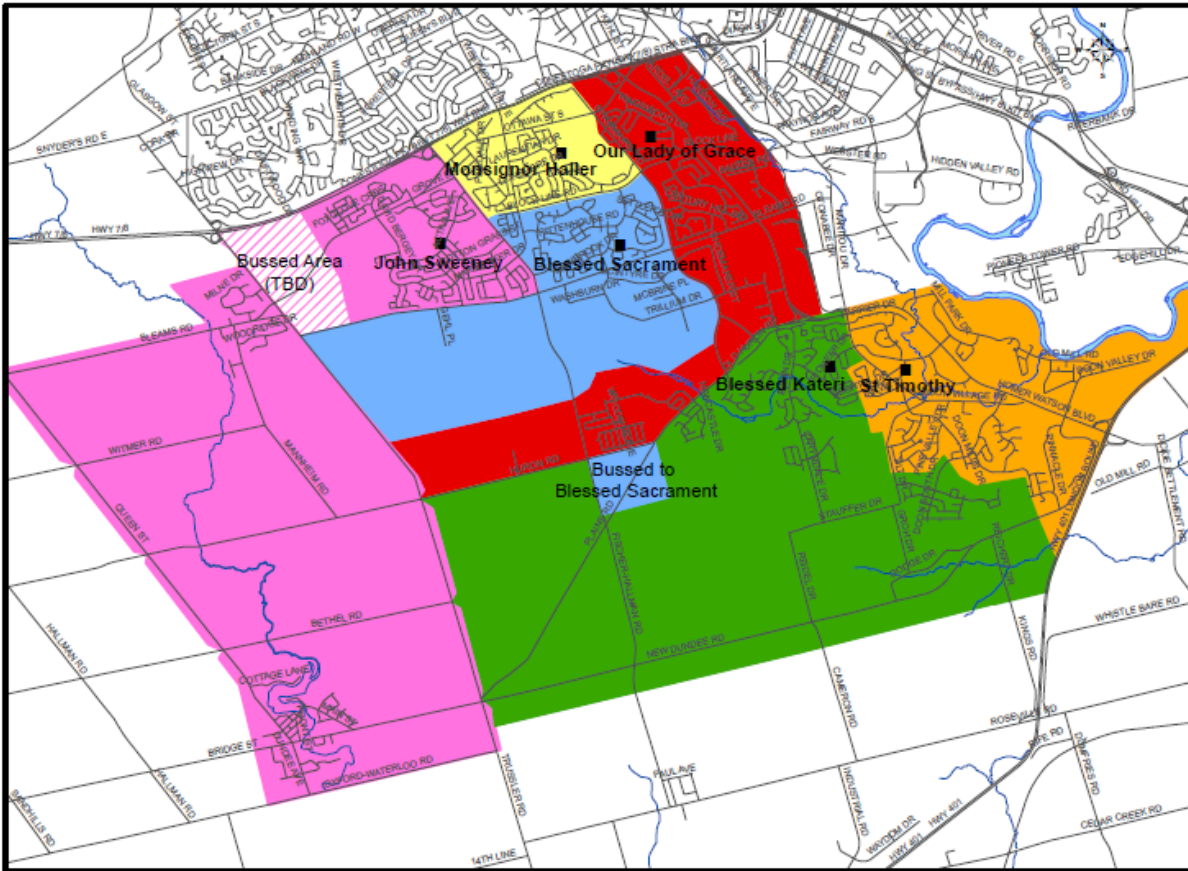
An accommodation review was completed during the 2008/2009 school year in the south-west Kitchener area and included John Sweeney, Monsignor Haller, Our Lady of Grace, Blessed Sacrament, St. Kateri Tekakwitha, and St. Timothy.

The preferred option brought forward to the Board of Trustees included two phases.

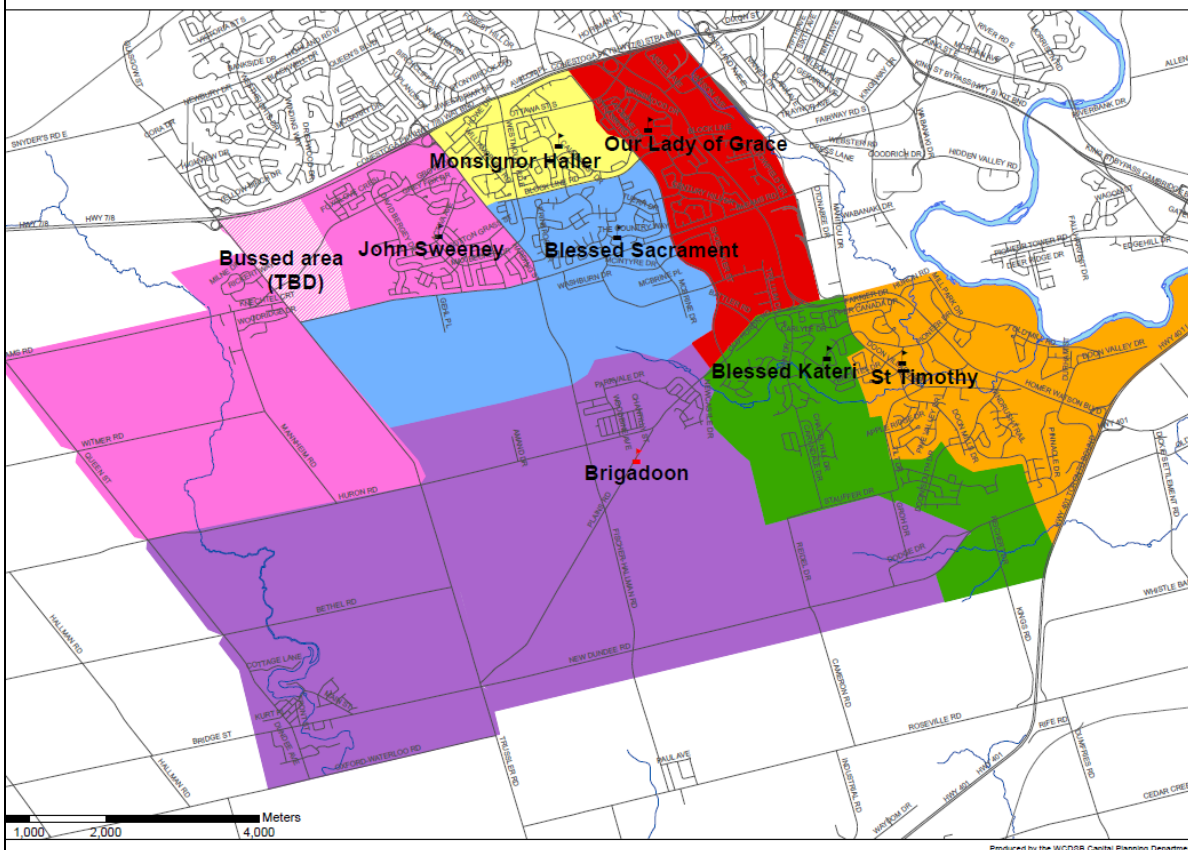
- Phase 1 addressed the immediate growth pressures at St. Timothy and John Sweeney through boundary changes. Specifically relevant to this report is that the southwest portion of St. Timothy's boundary was moved to St. Kateri Tekakwitha.
- Phase 2 involved the construction of a new school in the Huron-Brigadoon area and boundary changes for St. Kateri Tekakwitha, Our Lady of Grace, Blessed Sacrament, and John Sweeney.

The following maps illustrate Phase 1 and Phase 2 of the boundary changes that were approved by the Board of Trustees in March 2009.

Phase 1



Phase 2



1) St. Kateri Tekakwitha/St. Timothy Boundary Change

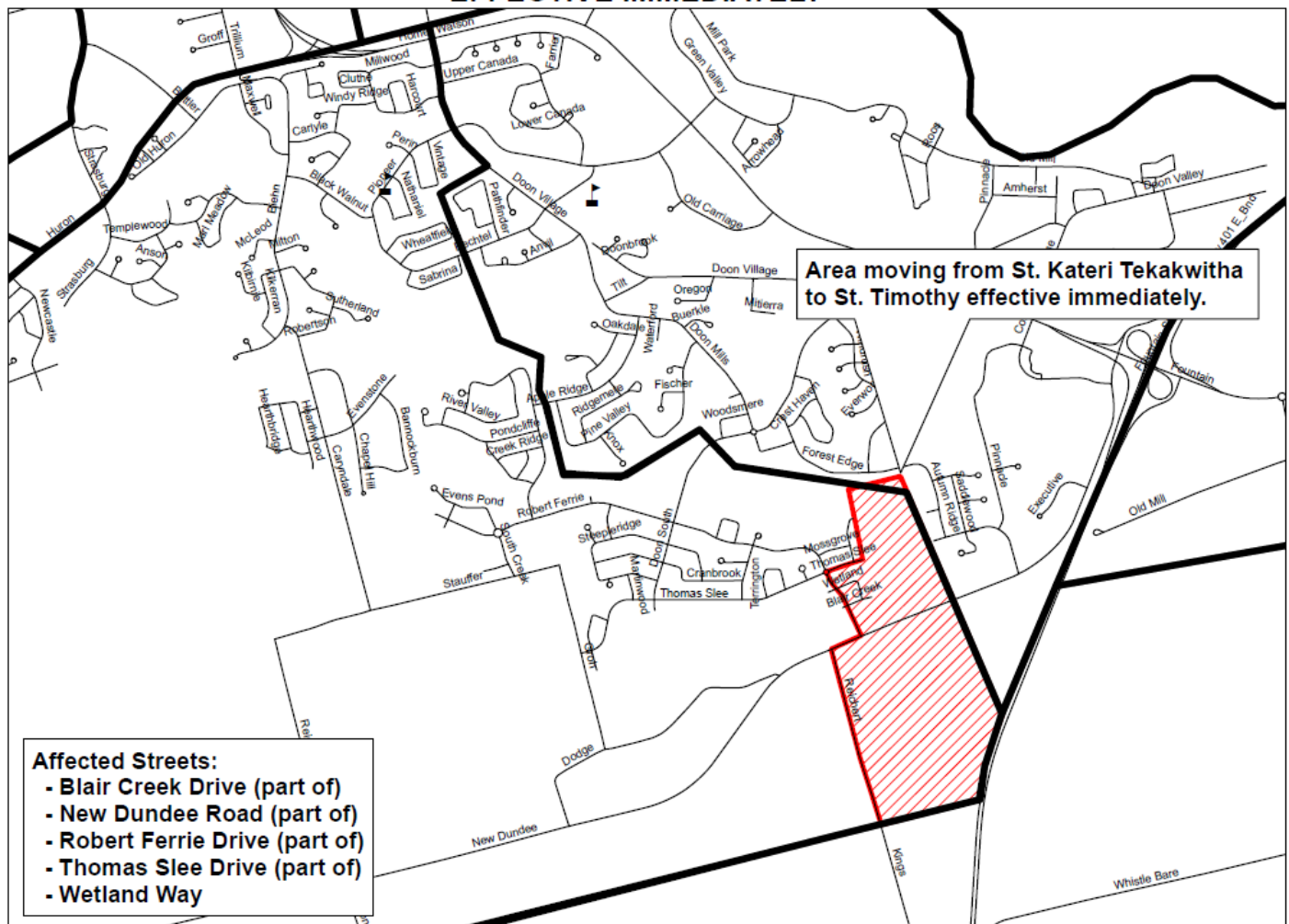
In 2008/09, St. Timothy had 6 portables and it would have been costly to add a 7th portable. A decision was made to re-direct approximately 90 students to St. Kateri Tekakwitha, which had no portables at that time. Following that boundary change, enrolment has declined at St. Timothy and increased slightly at St. Kateri Tekakwitha. Significant residential growth is planned within St. Kateri's boundary (some of which will be alleviated by the new Huron-Brigadoon school). Enrolment is expected to drop slightly at St. Timothy but remain relatively stable.

There is a small subdivision of approximately 360 units being contemplated along New Dundee Road in the southeast area of St. Kateri Tekakwitha's boundary. These units are expected to generate 30-50 students.

	Capacity	2013 Portables	2013 Enrolment	2018 Projections
St. Kateri Tekakwitha	337	4	428	488
St. Timothy	259	1	248	217

Staff is proposing to move the boundary between St. Kateri Tekakwitha and St. Timothy further west to include this future development within St. Timothy's boundary. No existing students would be affected.

St. Kateri Tekakwitha and St. Timothy Boundary Change EFFECTIVE IMMEDIATELY



2) Blessed Sacrament / Our Lady of Grace Boundary Change

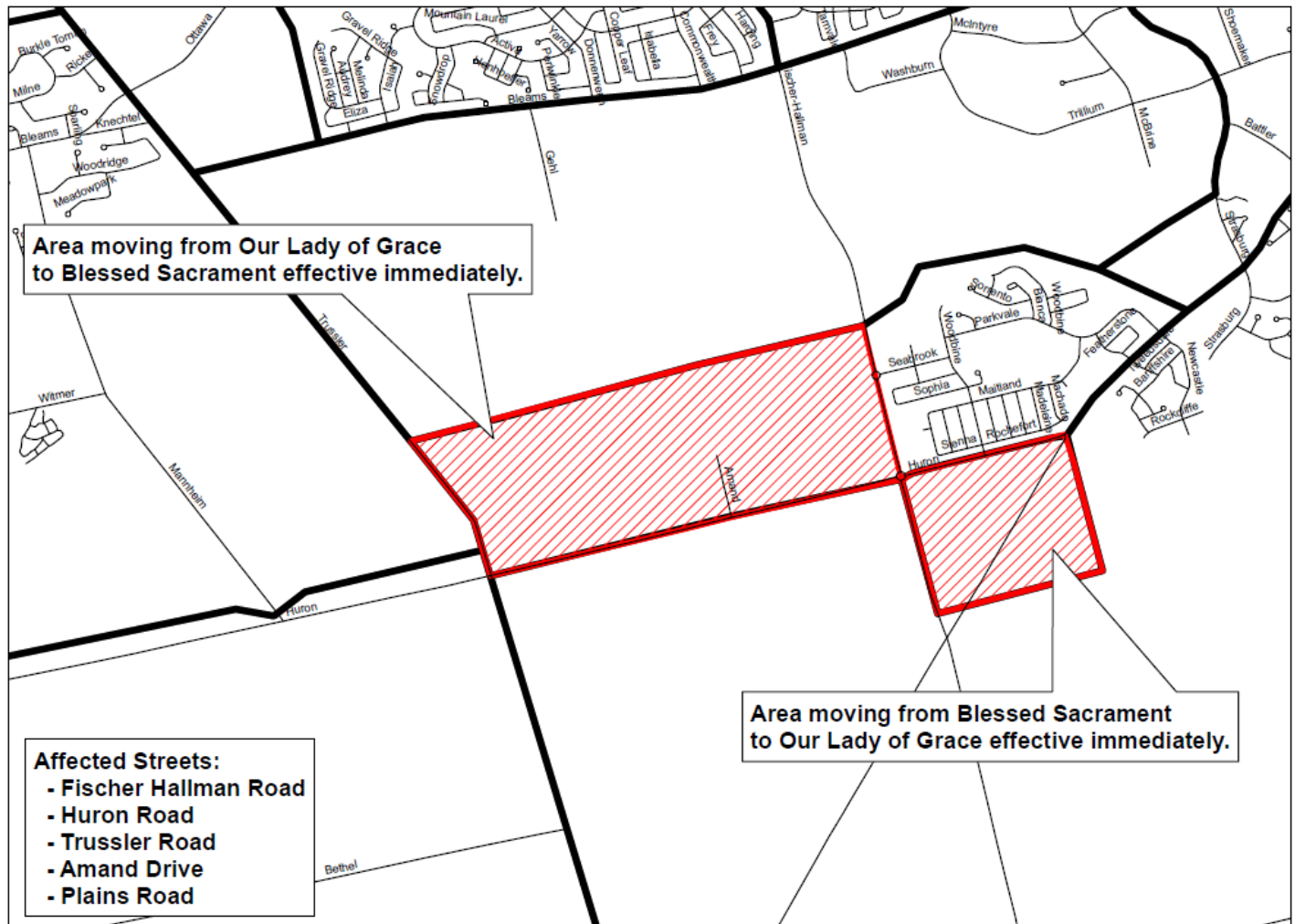
The 2008/09 boundary change included designating new development to Our Lady of Grace and Blessed Sacrament. Specifically, the Becker subdivision (which contains the Huron-Brigadoon school site) located in the southeast quadrant of Fischer Hallman Road and Huron Road was designated to Blessed Sacrament and the Mattamy subdivision located in the northwest quadrant of Fischer Hallman Road and Huron Road was designed to Our Lady of Grace.

At that time, the Becker lands were expected to develop well ahead of the Mattamy lands. It now appears that the Mattamy lands will develop ahead of the Becker lands. The Mattamy development in Hespeler developed at an unprecedented rate and it is expected that their Kitchener subdivision would develop at a similar rate. It is anticipated that the Mattamy subdivision will generate approximately 150 Catholic students and a large portion of those students could be living there prior to the new Catholic school opening. Once the new school is built, students from the Mattamy and Becker lands would attend the new school.

Our Lady of Grace currently has a capacity of 259 pupil places, enrolment of 276, and 3 portables. It could accommodate an additional 6 portables. Blessed Sacrament currently has a capacity of 325 pupil places, enrolment of 258 and 2 shuttered classrooms. It could accommodate 6 portables on site.

Staff is recommending that boundaries be modified so that the Mattamy development be directed to Blessed Sacrament and the Becker development be directed to Our Lady of Grace. One student would be affected.

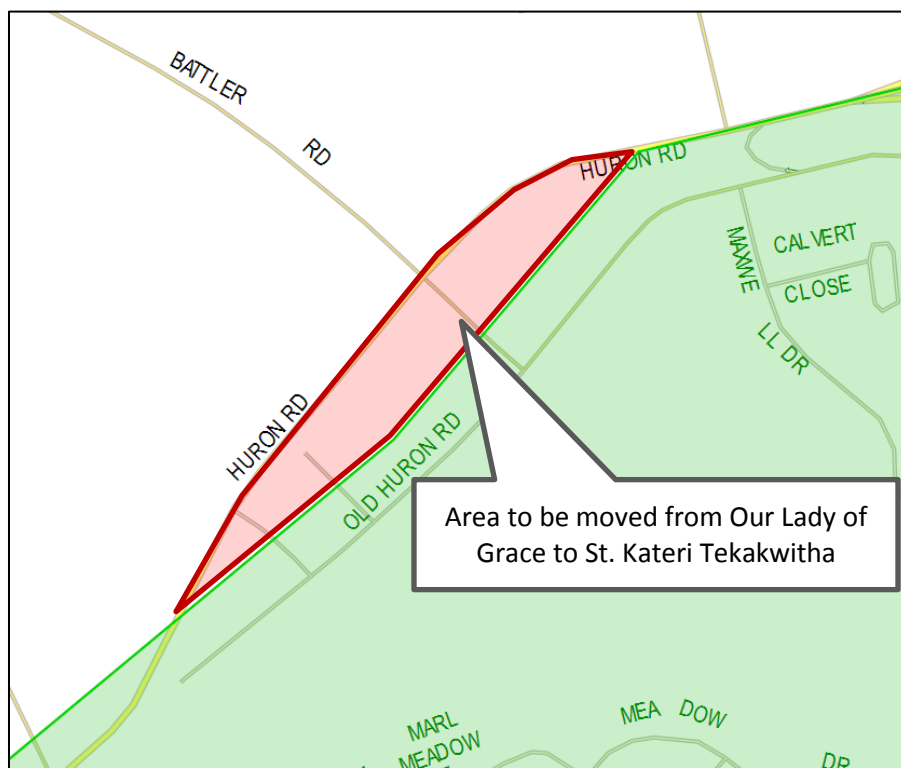
Blessed Sacrament and Our Lady of Grace Boundary Change EFFECTIVE IMMEDIATELY



3) Our Lady of Grace / St. Kateri Tekakwitha Boundary Change

The boundary between Our Lady of Grace and St. Kateri Tekawitha is supposed to follow the centre of Huron Road but currently bisects two streets in BusPlanner (the database used by Student Transportation Services of Waterloo Region): Templewood Drive, Northbrook Place, and Battler Road. As a result, there are students living on either side of the boundary on Templewood Drive and Northbrook Place and two buses have to pick-up students on Templewood Drive to take the students to different schools.

Staff is recommending that the boundary be moved to follow Huron Road. One student would be affected.



Recommendation:

That the proposed boundary changes be approved.

Prepared/Reviewed By: Larry Clifford
Director of Education

Shesh Maharaj
Chief Financial Officer

Lindsay Ford
Manager of Planning, Admissions and Enrolment

*Bylaw 5.2 "where the Board of Trustees receives from the Director of Education a monitoring report that flows from a responsibility delegated to the Director under Board Policy – *except where approval is required by the Board of Trustees on a matter delegated by policy to the Board* - the minutes of the Meeting at which the Report is received shall expressly provide that the Board has received and approved of the Report as an action consistent with the authority delegated to the Director, subject in all instances to what otherwise actually occurred."