



Halton Catholic District School Board

MINUTES OF THE REGULAR BOARD MEETING

Date of Meeting: Tuesday, May 15, 2012
Location: Catholic Education Centre - Board Room
802 Drury Lane
Burlington, Ontario

Members Present: A. Danko J. Michael
A. Iantomasi J. Morrison
A.A. LeMay, Chair of the Board D. Rabenda, Vice Chair
P. Marai J.M. Rowe
E. Viana

Member Excused: E. Bradley C. Schneider
E. Harper

Staff Present: G. Corbacio T. Overholt
D. DeSantis M. Pautler, Secretary of the Board
J. Herman T. Pinelli
P. McMahon S. Rossini
J. Rowles

Also Present: J. Baddeliyanage, Student, St. Ignatius of Loyola Catholic Secondary School
K. Boyd, President, OECTA Secondary
R. Brock, President, OECTA Elementary
J. Duijvestein, Parent, St. Timothy Catholic Elementary School
S. Lewis, Payroll Clerk, Payroll Services - Business Services
D. Lowry, Payroll Clerk, Payroll Services - Business Services
E. MacDonald, Parent, St. Joseph Catholic Elementary School
I. McDermott, Parent, Assumption Catholic Secondary School
N. Parker, Student, Corpus Christi Catholic Secondary School
A. Sequeira, Claims Management Officer, Human Resources Services
L. Stocco, Communications Officer
S. Zucker, Senior Administrator, Business Services
E. Wilson, Student, Christ the King Catholic Secondary School

Recording Secretary: D. Ross

1. Call to Order

The Chair called the meeting to order.

1.1. Opening Prayer (Mary Lozowski, Chaplaincy Leader - Bishop Reding)

The meeting opened at 7:30 p.m. with a prayer led by M. Lozowski, Chaplaincy Leader, Bishop Reding Catholic Secondary School.

1.2. Motions Adopted In-Camera

D. Rabenda read the motions that were presented in camera.

Curriculum Consultant Generalist

Susan Paradiso and Barbara O'Connor re-appointed to the positions of Curriculum Consultant Generalist effective September 1, 2012.

Acting Principal & Acting Principal Title Change

Mary Catherine Laforet appointed as Acting Elementary Principal effective September 1, 2012. Josey Guerin's title changed from Acting Principal to Principal effective September 1, 2012.

Elementary Vice Principal

Darren Cochrane appointed as Elementary Vice Principal effective September 1, 2012.

Resignation - Teacher

Maaik Kopper effective August 31, 2012.

2. Approval of the Agenda

The following items were added to the agenda:

10.8. Track and Field Meets for the System

12.2. Correspondence from Bishop Crosby re: Naming of West Oak Trails # 5

#97/12

Moved By: P. Marai

Seconded By: E. Viana

RESOLVED, that the agenda be accepted as amended.

CARRIED

3. Declarations of Conflict of Interest

There were no conflicts of interest declared.

4. Presentations**4.1. Ontario Association of Parents in Catholic Education Awards (M. Tessari)**

The Board of Trustees recognized Josh Duijvestein and Eddie MacDonald, recipients of the Ontario Association of Parents in Catholic Education - Volunteer Parent of the Year Award 2012. This award is given to parents that go above and beyond to support their child's school. The Board also recognized I. McDermott, recipient of the Ontario Association of Parents in Catholic Education Honorary Lifetime Membership Award 2012, bestowed upon a person who supports the aims and goals of the OAPCE and who has contributed in a substantial way, through their expertise time and effort, over a period of years to the Association.

The Chair of the Board congratulated all three parents and presented them with a certificate of recognition.

4.2. Employer Service Excellence Award from the Ontario Teachers' Pension Plan - Payroll Services

The Board of Trustees recognized Susan Lewis, Donna Lowry and Anna Sequeira in attendance at the meeting as well as Luisa Iglie and Patti MacArthur who were unable to attend for being recognized by the Ontario Teachers' Pension Plan with the Employer Service Excellence Award. P. McMahon noted that these individuals have been recognized with this prestigious award for the

second consecutive year.

The Chair of the Board congratulated S. Lewis, D. Lowry and A. Sequeira for their contributions and their ongoing efforts and commitment, most especially the important role each play in support of our teachers and our school system. She presented them with a certificate of recognition.

5. Delegations

There were no delegations.

6. Approval of Minutes

6.1. May 1, 2012 Regular Board Meeting

#98/12

Moved By: E. Viana

Seconded By: A. Iantomasi

RESOLVED, that the May 1, 2012 Regular Board Meeting minutes be approved as presented. **CARRIED**

7. Business Arising from Previous Meetings

7.1. Summary of Outstanding Items from Previous Meetings

The Summary of Outstanding Items from Previous Meetings was received as information.

M. Pautler noted that the Full Day Kindergarten Extended Day Program Policy item will be removed from the list, with the understanding that it be reintroduced upon receipt of a clear policy directive from the Ministry.

8. Action Items

8.1. 2012 Capital Priorities Business Cases Submission (G. Corbacio and P. McMahon)

P. McMahon presented the list of Priority School Capital Projects that will be forwarded to the Ministry of Education for funding consideration. He indicated that the projects must meet one or more of the following three needs: accommodation pressures, facility condition and school consolidations. The projects identified must be for schools opening up to and including the 2015-2106 school year.

#99/12

Moved By: J. Michael

Seconded By: J. Morrison

RESOLVED, that the Board approve the proposed ranking of the Capital Priorities Business Cases for 2012 as follows:

PRIORITY CAPITAL PROJECT

- 1 *New Milton #7 Catholic Elementary School*
- 2 *Expansion of the New Milton Catholic Secondary School (210 pupil places)*
- 3 *New Milton #5 Catholic Elementary School*
- 4 *New Georgetown West Catholic Elementary School*
- 5 *Program Enhancements to Assumption Catholic Secondary School*
- 6 *New North Oakville #2 - Catholic Elementary School*
- 7 *New South Milton - Walker Catholic Elementary School*
- 8 *New South Milton - Ford Catholic Elementary School*
- 9 *New North Oakville #3 - Catholic Elementary School*
- 10 *New South Milton - Cobden Catholic Elementary School*
- 11 *New North Oakville #4 - Catholic Elementary School*
- 12 *New South Milton - Bowes Catholic Elementary School and;*

That the Board authorizes staff to submit the Board's 2012 Capital Priorities Business Cases Submission to the Ministry of Education for funding consideration.

P. McMahon and M. Pautler provided information regarding the first four priority school capital projects that are supported by business cases as well as the subsequent eight projects.

P. McMahon provided clarification by comparing the previous grant structure to the new grant structure.

G. Corbacio explained why the Program Enhancements to Assumption Catholic Secondary School, ranked fifth, does not meet the 2012 Capital Priorities Criteria as set out by the Ministry.

A. Danko questioned why all twelve projects are identified in the resolution. M. Pautler noted that it is intended to serve notice to the Ministry that the Halton region is in a unique position in that it continues to experience rapid growth. G. Corbacio further explained that staff is recommending four projects that best fit the Ministry's criteria and stand a very good chance of being approved. Those four business cases are presented in a more detailed format. The business cases for the remaining eight projects are also presented but on a smaller scale.

A revised long term capital plan is being developed and will hopefully be finalized in 2012-2013.

The Chair called for a vote and the motion **CARRIED**.

8.2. Grade 12 Science Textbook Review (J. Herman)

J. Herman briefly addressed the report and the proposed recommendation.

#100/12

Moved By: D. Rabenda

Seconded By: E. Viana

RESOLVED, that the Halton Catholic District School Board approve the expenditure for the system purchases of the following student textbooks in hardcover and PDF formats for the Grade 12 Biology, Chemistry, and Physics University Preparation courses:

- *McGraw-Hill Ryerson Biology 12(University Preparation) (2012 edition)*
- *Nelson Chemistry 12(University Preparation) (2012 edition)*
- *Nelson Physics 12(University Preparation) (2012 edition)*

CARRIED

8.3. Policy I-24, Fraud Management - First Reading (J. Morrison)

P. McMahon acknowledged that the changes were made to the policy based on the input captured at the Policy Committee meeting.

When asked if the policy requires any changes to the collective bargaining, J. O'Hara noted that Human Resources Services will be reviewing the policy in more detail from a Labour Relations perspective and does not foresee any changes to the collective bargaining.

#101/12

Moved By: J. Morrison

Seconded By: J.M. Rowe

RESOLVED, that the Halton Catholic District School Board accept the recommendation of the Policy Committee, and approve Policy I-24, Fraud Management, at First Reading.

CARRIED

8.4. Policy I, Governance - Amendment (J. Morrison)

J. Morrison briefly addressed the policy.

#102/12

Moved By: J. Morrison

Seconded By: D. Rabenda

RESOLVED, that the Halton Catholic District School Board accept the recommendation of the Policy Committee, and approve Policy I, Governance of Policy, as amended. **CARRIED**

8.5. Policy I-7, Protection of Privacy - Amendment (J. Morrison)

#103/12

Moved By: J. Morrison

Seconded By: E. Viana

RESOLVED, that the Halton Catholic District School Board accept the recommendation of the Policy Committee, and approve Policy I-7, Protection of Privacy, as amended. **CARRIED**

9. Staff Reports**9.1. 2012-2013 Budget Estimates Update (P. McMahon)**

S. Zucker provided an update regarding the 2012-2013 budget process. Based on revenues and expenses, the budgeted deficit is currently estimated at \$2.5. She listed a number of areas that staff has identified as potential reductions to assist in balancing the budget. Staff will continue to review all areas of the budget, will identify necessary savings to be recommended to the Board taking into consideration public feedback, the priorities of the Board based on the Board's strategic plan as well as short-term/long-term considerations.

In response to questions, S. Zucker elaborated on the review process undertaken quarterly by members of senior staff with respect to school based expenditures.

M. Pautler assured trustees that staff is working toward achieving a truly balanced budget and is moderately optimistic that the process will lead to a sustainable position come the 2nd meeting in June.

P. McMahon, in response to questions from P. Marai regarding the balance of the Board's reserve, acknowledged that a minimum of 1% (approx. \$3 million) would be ideal but that he supports using a portion of the funds to help cover the cost of the one time employee future benefits expense that will be paid over a four year period.

When asked if the Board might be interested in aiming for a surplus budget, M. Pautler elaborated on the potential repercussions and impact that this might have on programs and services. Staff anticipates presenting at the first meeting in June, a variety of measures of expenditures and identifying additional savings, providing some measure of flexibility to trustees.

M. Pautler assured trustees that all comments received from principals, staff members, union groups and parents have been considered and weighed, not necessarily in a statistical approach but the process around shaping the budget is a reflection of the best judgment of senior staff, trying to make decisions that move the system forward, allows to continue to make progress on identified priorities

that the Board has established through the strategic plan and do it in a way that is sustainable for the system and broadly responsive to and respectful of the priorities identified by the stakeholders.

9.2. Grade 11 Accounting Textbook Selection (J. Herman)

J. Herman briefly reviewed the process involved for selecting the core resource for the Grade 11, Financial Accounting Fundamentals. The resources are available in the Director's office for trustee review. A recommendation will be presented at the June 5, 2012 Board meeting.

9.3. 2012 Facility Renewal Project, St. Gabriel Catholic Elementary School (G. Corbacio)

G. Corbacio reported that the estimated cost to replace the roof at St. Gabriel Catholic Elementary School is \$625,000. The expense will be funded from the Facility Renewal Reserve. The Action Report with the recommendation to proceed with this project will be presented to trustees at the June 5th Board meeting. He acknowledged that the intent is to have the roof completed by the end of the summer.

10. Information Items

10.1. Student Trustees Update (C. Schneider)

C. Schneider reported that the Student Conference was a success and that the feedback received from those who attended was very positive. She thanked trustees who attended. C. Schneider also indicated that all student trustees, including incoming ones will be attending the OSTA-AECO conference from May 24th to May 27th.

D. Rabenda commended student trustees and student senators for organizing such a great conference.

10.2. Educational Field Trips (M. Tessari)

E. Viana questioned some of the cost variances amongst schools going to Camp Brebeuf. J. Rowles will follow-up. M. Pautler noted that one of the trips is one less day in duration than the others.

10.3. Staff Development Update (L. Naar)

The report was provided as information.

10.4. Employee Engagement Survey (M. Pautler)

The report was provided for the information of trustees.

10.5. Budget Report for September 1, 2011 to April 30, 2012 (P. McMahon)

The report was provided for the information of trustees.

10.6. Capital Projects Report as at April 30, 2012 (P. McMahon)

The report was provided as information.

10.7. April 2012 School Construction Report (G. Corbacio)

The report was provided as information.

10.8. Track and Field Meets for the System (A.A. LeMay)

The list and location of the Track and Field meets will be forwarded to trustees as information.

11. Miscellaneous Information

11.1 Policy Committee Minutes – April 10, 2012

11.2 Torch Run - June 7, 2012

The Chair of the Board encouraged trustees to attend the Torch Run on June 7, 2012.

12. Correspondence

12.1 Ministry of Education – 2012-2013 School Year

12.2. Letter from Bishop Crosby

A.A. LeMay indicated that the naming of the school for WOT #5 will be presented as an Action Item at the June 5th Board meeting.

16. Adjournment and Closing Prayer (J.M. Rowe)

#104/12

Moved By: J. Morrison

Seconded By: E. Viana

RESOLVED, that the meeting adjourn.

CARRIED

The meeting adjourned at 9:05 p.m. with a prayer led by J.M. Rowe

Secretary of the Board

Chair