

HALTON CATHOLIC DISTRICT SCHOOL BOARD

Regular Meeting of the Board

Tuesday, September 15, 2009 – 8:00 p.m.
Board Room, 802 Drury Lane,
Burlington, ON

Members present: A.A. LeMay (Chair) R. Palmieri
 A. Danko S. Koso
 P. Houlahan B. Van de Vrande
 A. Iantomasi E. Viana

Member excused: J. Matters

Student trustees: B. Culbert S. Slowka
 C. Gray

Staff present: M. Pautler, Director of Education & Secretary of the Board
 G. Corbacio P. McMahon
 J. Herman J. O'Hara
 J. Langill S. Rossini
 F. Mazzetti M. Tessari
 C. Tobin

Also present: L. Stocco, Communications Officer

Recording Secretary: D. Ross

1. CALL TO ORDER

A.A. LeMay welcomed guests to the Board Meeting.

1.1 Opening Prayer

The meeting opened at 8:05 p.m. with a prayer led by L. Campanelli. Trustees were asked to remember in their prayers: Alfred E. Groom, father of Karen Maingot, Educational Assistant at Holy Trinity Catholic Secondary School, Oakville, died on Thursday, September 3, 2009 and Ermete Vacca, father of Ann Marie DiLeonardo, Grade 6 Teacher at St. Marguerite d'Youville Catholic Elementary School, Oakville, died on Monday, September 14, 2009.

1.2 Motions Adopted in Camera

B. Van de Vrande read the motions adopted in camera:

<p>IC - # 123/09</p> <p><i>Moved by: A. Iantomasi</i> <i>Seconded by: E. Viana</i></p> <p>RESOLVED, that the Halton Catholic District School Board approve the appointment of Tami Browne to the position of Elementary Vice Principal effective at a date to be determined.</p>
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<p>IC - # 124/09</p> <p><i>Moved by: P. Houlahan</i> <i>Seconded by: A. Iantomasi</i></p> <p>RESOLVED, that the Halton Catholic District School Board approve the appointments of Anthony Cordeiro and Gordon McCarles to the position of Secondary Vice Principal effective September 28, 2009.</p>
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IC - # 125/09

Moved by: R. Palmieri
 Seconded by: P. Houlahan

RESOLVED, that the Halton Catholic District School Board receive as information the appointment of Michael Parisi to the position of Department Head effective September 1, 2009 and hiring of Kimberly Digout, Mary Indelicato, Deborah Krampelj, Michael Limoges, Erin Tolan and Melinda Vieira effective September 1, 2009 and Tricia Jansen and Stefani Meaney effective September 2, 2009 and Sean Livingston and Joseph Polizzi effective September 3, 2009 and Miranda Carney, Andrea Deeks, Gordon Forsyth, Marie Mendiola, Karen Robb and Jason Shannon effective September 8, 2009 and Joanne Bertrand and Jennifer McCloskey effective September 14, 2009 and the resignation of Armand Ferroni effective September 8, 2009.

2. APPROVAL OF AGENDA

The following items were added to the agenda:

- 10.10 New Schools in Milton – S. Koso
- 10.11 May Court Club of Oakville – A. Danko

159/09

Moved by: R. Palmieri
 Seconded by: S. Koso

RESOLVED, that the agenda be approved as amended.

CARRIED

3. DECLARATION OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

4. PRESENTATIONS

There were no presentations.

5. DELEGATIONS

6. APPROVAL OF MINUTES

6.1 Regular Board Meeting – September 1, 2009

160/09

Moved by: E. Viana
 Seconded by: A. Iantomasi

RESOLVED, that the minutes of the September 1, 2009 Regular Board Meeting be approved as presented.

CARRIED

7. BUSINESS ARISING FROM PREVIOUS MEETINGS

7.1 Summary of Outstanding Items from Previous Meetings

M. Tessari indicated that she was informed by T. Hartnett from the Diocese of Hamilton that the report from the Canadian Conference of Catholic Bishops will not be released until October/November. The chart will be amended accordingly.

M. Pautler clarified that the Continuing Education – Credits Earned Abroad report is an expansion of P. Houlahan's earlier request for details regarding the Italy trip and the report will be responsive to her specific request. However, the report will also provide information on the Board's efforts at offering similar credit programs.

161/09

Moved by: R. Palmieri
 Seconded by: E. Viana

RESOLVED, that the summary of outstanding items from previous meetings be received as information.

CARRIED

8. ACTION ITEMS

8.1 A Renewed Vision

M. Pautler explained that the renewed vision is responsive to the State of the System survey, specifically the recommendation that trustees and senior staff work together towards the development of a unified vision.

162/09

Moved by: P. Houlahan

Seconded by: B. Van de Vrande

RESOLVED, that the Halton Catholic District School Board affirm the following vision:

“The Halton Catholic District School Board is a model learning community, widely recognized as distinctively Catholic, providing exceptional education while nurturing the call to love and to serve as a people of faith, living out God’s plan.”

Be it further resolved that staff communicate this vision to all system stakeholders, and engage all our partners in dialogue that will lead to a process of active renewal and strategic planning guided by our Mission and Vision. **CARRIED**

M. Pautler elaborated on some of the strategies that will be implemented in order to communicate the vision to the system. He noted that the next phase of the process is the opportunity for the Board to engage the entire system in dialogue around this vision. J. Langill acknowledged that the vision is the foundation of the Strategic Planning and will be shared with various stakeholders, including parishes, OCSTA and the Ministry. A report on Strategic Planning will be brought forward at the next Board meeting.

8.2 Proposed 2009 Good Places to Learn and Facility Renewal Additional Project

G. Corbacio briefly addressed the proposed motion indicating that this project was added to list of summer projects and should have been presented at the September 1st Board meeting.

163/09

Moved by: R. Palmieri

Seconded by: E. Viana

RESOLVED, that the Halton Catholic District School Board approve the addition of the Notre Dame Catholic Secondary School Roof Replacement Project as part of the Proposed 2009 Good Places to Learn/Facility Renewal Projects at the estimated cost of \$885,000.

In response to a question from R. Palmieri, P. McMahon explained how GST is calculated.

The chair called for a vote on the motion and it **CARRIED**.

9. STAFF REPORTS

There were no staff reports.

10. INFORMATION

10.1 Student Trustee Update

B. Culbert indicated that all student senators have been identified except for those at St. Thomas Aquinas Catholic Secondary School. Each high school has been asked to select seven (7) members (four (4) voting and three (3) non voting members). The first meeting is scheduled for Tuesday, September 29th. B. Culbert noted that the Halton District School Board has joined the Hamilton Wentworth Public Board for this year’s HYLS conference. More details regarding our Board’s new proposed format for the HYLS will be provided at a later time.

10.2 Approved School Education Trips

10.3 Home, School, Parish Partnership Days, November 2009

10.4 Catholic Leadership Youth Rally Days, November 2009

M. Tessari confirmed that the rally will be held at Mary Mother of God Parish.

10.5 Annual Accessibility Plan – September 2009 to August 2010**10.6 2008-09 Year-End Audit Planning Report from KPMG**

In an effort to promote transparency, R. Palmieri suggested that a policy or procedure be developed directing principals to present the school's budget to school councils at the beginning of each year as well as a statement at the end of the year listing all expenditures from schools generated funds. P. McMahon commented that the Board adopted the Ontario Association of School Business Officials School Generated Funds Guidelines in November that addresses financial reporting and budgeting. He also noted that all Board accounts are opened to the public. J. Langill further noted that the reporting is a common practice but not a policy. M. Pautler clarified that such policy would have to take the form of statement that is in fact imbedded in policy around the importance and values like transparency and openness of process. The direction to the schools to standardize the way in which that would be communicated or reported within communities would take the form of an administrative procedure.

In response to questions P. McMahon explained the auditing process for schools. He explained that the Ministry is mandating boards to strike an Audit Committee with internal audit functions that would involve a more detailed yearly audit of each school.

In terms of the auditor's fee, P. McMahon elaborated on the RFP that took place in 2004 and explained that the five-year contract had been extended for one year because of the Broader Public Sector Supply Change Guidelines that will be finalized by March 2010.

P. McMahon acknowledged that the draft financial statements and the audit findings report will be presented to trustees at the November 17th Board meeting.

M. Pautler noted that the target date for the approval of the revised by-laws is November 17th and as part of the process of development, trustees will be engaged in a discussion around the creation of the Audit Committee. He noted that the Committee would set the stage for a structure to deal with the management letter or recommendations that might come forward at the November 17th Audit Report.

10.7 Capital Projects Report as at August 31, 2009 (Preliminary)

P. Houlahan questioned the budget overage at Corpus Christi. In response, G. Corbacio identified a few factors that led to the \$1.4 million overage.

10.8 Budget Report for September 1, 2008 to August 31, 2009 (Preliminary)**10.9 Halton Youth Survey 2009**

E. Van Roosmalen confirmed that the results of the survey will be presented to trustees in February/March 2010.

For the benefit of trustees, A. Iantomasi indicated that as a result of the first report, she was invited to sit on a committee with Councilor Craven, stakeholders in the community, including the police force, the Region and United Way to put in place the next steps to address some of the problems identified in the survey.

164/09*Moved by: E. Viana**Seconded by: A. Danko***RESOLVED**, that the information items 10.1 to 10.9 be received.**CARRIED****10.10 Town of Milton – New Schools**

S. Koso thanked staff for their hard work and efforts in ensuring a smooth opening of both St. Peter and Our Lady of Fatima Catholic Elementary Schools in Milton.

10.11 **May Court Club of Oakville**

The May Court Club of Oakville is a volunteer women’s organization that provides the leadership and energy that benefits the community and supports the vulnerable. One of their major initiatives is the scholarship given to post secondary students who demonstrate a more than average financial need. A. Danko indicated that the club has asked that their application form be offered to students in Catholic schools and made available at the Guidance Office.

When asked if the founding principles and mission complied with the Board’s tenets, M. Pautler indicated that the Board routinely reviews such request through his office prior to making the decision to schools.

# 165/09	<i>Moved by: A. Iantomasi</i> <i>Seconded by: P. Houlahan</i>
RESOLVED , that the information items 10.10 to 10.11 be received.	CARRIED

11. **CORRESPONDENCE**

There was no correspondence.

12. **OPEN QUESTION PERIOD**

There were no questions.

13. **IN CAMERA**

There was no in-camera session.

14. **RESOLUTION re ABSENTEES**

J. Matters was absent for personal reasons.

# 166/09	<i>Moved by: R. Palmieri</i> <i>Seconded by: A. Danko</i>
RESOLVED , that J. Matters be excused.	CARRIED

15. **ADJOURNMENT/CLOSING PRAYER**

# 167/09	<i>Moved by: E. Viana</i> <i>Seconded by: R. Palmieri</i>
RESOLVED , that the meeting adjourn.	CARRIED

The meeting adjourned at 8:45 p.m. with a closing prayer led by B. Van de Vrande.

CERTIFIED CORRECT:

APPROVED:

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Secretary of the Board

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Chair