



THE HURON-PERTH CATHOLIC DISTRICT SCHOOL BOARD

INAUGURAL BOARD MEETING
FRIDAY, DECEMBER 17, 2010 - 10:30 A.M.
BOARD OFFICE, 87 MILL STREET, DUBLIN, ONTARIO

AGENDA

1. OPENING PRAYER - Ron Marcy
2. SINGING OF O CANADA
3. CALL TO ORDER AND RECORDING OF ATTENDANCE
4. APPROVAL OF AGENDA
5. INTRODUCTION OF BOARD OF TRUSTEES
6. TRUSTEE DECLARATION/OATH - All Trustees
7. ELECTION OF OFFICERS – Martha Dutrizac, Director of Education
 - a) Chairperson of the Board
 - In accordance with By-Laws, Article II, Section 5 (Enclosed)
 - b) Vice-Chairperson of the Board
 - In accordance with By-Laws, Article II, Section 5 (Enclosed)
 - c) Area Chairpersons
 - i) Education
 - ii) Management
 - iii) Personnel
 - In Accordance with By-Laws, Article II, Section 6 (Enclosed)
 - d) Standing Committees
 - i) Audit (2)
 - ii) Special Education Advisory (1)
 - In Accordance with By-Laws, Article II, Section 6 (Enclosed)
8. ITEMS FOR ACTION
 - Borrowing By-Laws (Enclosed)
 - Facsimile Signature Approval (Enclosed)
 - Appointment of Board Solicitor (Enclosed)
 - Appointment of Board Auditors (Enclosed)
9. ITEMS FOR INFORMATION
10. CORRESPONDENCE
11. FUTURE BUSINESS

12. ADJOURNMENT

13. CLOSING PRAYER – Jim McDade

ARTICLE II - ORGANIZATION

- Section 1: The first meeting of The Board in each year shall be held at the Board Room on the first Monday in December (Inaugural Meeting) at the hour of 4:00 p.m., or at such other hour as may have been fixed by resolution of the former Board.
- Section 2: If the first Monday in December is a statutory holiday, the Inaugural meeting of The Board will be held at the hour of 4:00 p.m. of the next day following, or on such other day as may have been fixed by resolution of the former Board.
- Section 3: Devotional exercises shall be conducted by a resident Roman Catholic Priest of either county.
- Section 4: At the appointed time, the Director of Education, in his/her capacity as Secretary of The Board, shall call the meeting to order and proceed to read the returns of election to The Board, if any, as certified to him/her by the Municipal Clerks, whereupon the elected members shall take their places after making their Declaration of Office and Oath of Allegiance.
- Section 5: The Board shall then proceed to elect:
- a) a Chairperson of The Board, who shall take the chair upon election, and
 - b) a Vice-Chairperson of The Board.

ELECTION OF A CHAIRPERSON AND VICE-CHAIRPERSON

- i) the voting shall be by ballot,
- ii) the poll clerk for the election shall be the Director of Education and the returning officer shall be the Superintendent of Business,
- iii) The presiding Officer shall declare nominations closed if no additional nomination is received within one minute after the last nomination, or if a motion to close nomination has been made, seconded and carried,
- iv) nominees shall declare their intention after no more nominations have been received,
- v) if all nominees withdraw, an opportunity shall be given for further nominations,
- vi) the ballot count shall not be declared,
- vii) each nominee standing for election may appoint one scrutineer to supervise the voting and the counting of ballots,
- viii) where no candidate receives a clear majority of those present, a member receiving the least number of votes shall be eliminated and a subsequent vote shall be held to declare the member elected should there be more than two

candidates for the position (the presence of a majority of all members constituting The Board is necessary to form a quorum), and

- ix) in the case of an equality of votes (with only two candidates remaining) one more vote shall be taken. If after this vote there is still a tie, the candidates shall draw lots to fill the position.

Section 6: Immediately following the election of the Chairperson and Vice-Chairperson, the Chairperson of The Board shall call for nominations for the three (3) Area Chairpersons (Education, Management, Personnel) and the voting shall be in accordance with the provisions of the By-Law for the election of the Chairperson and Vice-Chairperson of The Board. The Chairperson in consultation with the Vice-Chairperson and The Board, shall appoint trustees to serve on the following standing legislated committees: Audit Committee, two (2) trustees, Special Education Advisory Committee, one (1) trustee. Appointments of Representatives to other organizations/boards to which The Board has power or privilege to appoint representatives shall be done at a Regular Meeting of The Board.

Section 7: The Board shall appoint its Solicitor and Auditor at its Inaugural Meeting.

Section 8: The Officers of The Board shall be the following:

Chairperson
Vice-Chairperson
Director of Education as Secretary

Section 9: The schools' operations will be administered by an Executive Council composed of:

Director of Education (as Chairperson)
Superintendents of Education
Superintendent of Business (and Treasurer)

Section 10: The signing officers of The Board shall be:

Chairperson
Vice-Chairperson
Director of Education
Superintendent of Business (and Treasurer), or
any two of the above.

BORROWING BY-LAW 1-2011

RESOLUTION

THAT the Chairman or Vice-Chairman and one of the Director of Education or the Superintendent of Business and Treasurer are authorized on behalf of the Board to borrow from time to time from the Canadian Imperial Bank of Commerce (“CIBC”) a sum or sums not exceeding in the aggregate Five Million Dollars (\$5,000,000) to meet the current expenditures of the Board until the current revenue has been received, for the year (including the amounts required for the purposes mentioned in subsection 243 (1) and 243 (2) of the Act plus interest at a rate to be agreed upon from time to time with CIBC.

The Treasurer is authorized and directed to apply in payment of all sums borrowed plus interest, all of the moneys collected or received in respect of the current revenue of the Board.

The Treasurer is authorized and directed to deliver to CIBC from time to time upon request a statement showing (a) the total amount of unpaid previous borrowings of the board for current expenditures together with debt charges, if any, and (b) the uncollected balance of the estimated revenues for the current year or, where the estimates have not been adopted, the estimated revenues of the previous year less any current revenue already collected.

WE HEREBY CERTIFY that the foregoing is a true copy of a Resolution of The Huron-Perth Catholic District School Board duly passed at a meeting of the said Board held on the 17th day of December, 2010 and that the said Resolution is in full force and effect.

DATED this _____ 17th _____ day of _____ December _____, 2010.

Chair of the Board

Director of Education and Secretary

BORROWING BY-LAW 2-2011

RESOLUTION

THAT the Chairman or Vice-Chairman and one of the Director of Education or the Superintendent of Business and Treasurer are authorized on behalf of the Board to borrow from time to time from the Canadian Imperial Bank of Commerce (“CIBC”) a sum or sums not exceeding in the aggregate One Million, Five Hundred and Ninety-Three Thousand, Four Hundred and Twenty-Six Dollars (\$1,593,426) to meet the capital expenditures of the Board under the Good Places to Learn, Other (\$1,145,400), and Full Day Kindergarten (\$448,026) until such time as the projects are complete and long term financing is secured.

The Treasurer is authorized and directed to apply in payment of all sums borrowed plus interest, all of the moneys collected or received in respect of the capital revenue.

The Treasurer is authorized and directed to deliver to CIBC from time to time upon request a statement showing (a) the total amount of unpaid previous borrowings of the board for current expenditures together with debt charges, if any, and (b) the uncollected balance of the estimated revenues for the current year or, where the estimates have not been adopted, the estimated revenues of the previous year less any current revenue already collected.

WE HEREBY CERTIFY that the foregoing is a true copy of a Resolution of The Huron-Perth Catholic District School Board duly passed at a meeting of the said Board held on the 17th day of December, 2010 and that the said Resolution is in full force and effect.

DATED this 17th day of December, 2010.

Chair of the Board

Director of Education and Secretary

BORROWING BY-LAW 3-2011

RESOLUTION

THAT the Chairman or Vice-Chairman and one of the Director of Education or the Superintendent of Business and Treasurer are authorized on behalf of the Board to borrow from the Canadian Imperial Bank of Commerce (“CIBC”) a sum or sums not exceeding in the aggregate Nine Hundred and Nineteen Thousand, Eight Hundred and Thirty Dollars (\$919,830) to meet the capital expenditures of the Board for the Ministry of Education’s School Energy Efficiency Investment until such time as capital funding is received for this initiative.

The Treasurer is authorized and directed to apply in payment of all sums borrowed plus interest, all of the moneys collected or received in respect of the capital revenue.

The Treasurer is authorized and directed to deliver to CIBC from time to time upon request a statement showing (a) the total amount of unpaid previous borrowings of the board for current expenditures together with debt charges, if any, and (b) the uncollected balance of the estimated revenues for the current year or, where the estimates have not been adopted, the estimated revenues of the previous year less any current revenue already collected.

WE HEREBY CERTIFY that the foregoing is a true copy of a Resolution of The Huron-Perth Catholic District School Board duly passed at a meeting of the said Board held on the 17th day of December, 2010 and that the said Resolution is in full force and effect.

DATED this _____ 17th _____ day of _____ December _____, 2010.

Chair of the Board

Director of Education and Secretary



Huron-Perth Catholic District School Board

Mail PO Box 70 Dublin ON N0K 1E0 *Website* www.huronperthcatholic.ca

Phone 519 345 2440 *Fax* 519 345 2449

Memorandum

To: Members of the Huron-Perth Catholic District School Board
From: Martha Dutrizac
Date: November 30, 2010
Re: **FACSIMILE SIGNATURE PLATES**

RECOMMENDATION:

That facsimile signatures bearing the signature of the Chairperson of the Board and the Secretary or Treasurer for use on general account cheques under \$500.00 be approved, provided that one facsimile signature only appear on any cheque over \$500.00.

Respectfully submitted,

Martha Dutrizac
Director of Education

/ed



Huron-Perth Catholic District School Board

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Memorandum

To: Members of the Huron-Perth Catholic District School Board
From: Martha Dutrizac
Date: November 30, 2010
Re: **APPOINTMENT OF BOARD SOLICITOR**

RECOMMENDATION:

That the Firm of Donnelly & Murphy be appointed as Board Solicitors.

Respectfully submitted,

Martha Dutrizac
Director of Education

/ed



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Memorandum

To: Members of the Huron-Perth Catholic District School Board
From: Martha Dutrizac
Date: November 30, 2010
Re: **APPOINTMENT OF BOARD AUDITORS**

RECOMMENDATION:

That the Firm of BDO Dunwoody LLP, Chartered Accountants and Advisors, be appointed as Board Auditors.

Respectfully submitted,

Martha Dutrizac
Director of Education

/ed