



Agenda

GOVERNANCE COMMITTEE MEETING

Monday, February 13, 2017
OPEN MEETING – 6:45-8:30 P.M.
CATHOLIC EDUCATION CENTRE – BOARDROOM

Chairperson: Ruth Ciraulo

Trustees who are unable to attend are asked to please notify
Andrea Bradley, Administrative Assistant
(705) 748-4861 ext. 243 or by email: abradley@pvnccdsb.on.ca

A. Call to Order:

1. Opening Prayer.
2. Approval of Open Meeting Agenda.
3. Declarations of Conflicts of Interest.
4. Approval of the Minutes of the Open Meeting of the Governance Committee held on January 17, 2017. Page 3
5. Business Arising from the Minutes.

B. Recommended Actions/Presentations:

C. Information Items:

1. 2016-17 Catholic Board Improvement Plan for Student Achievement and Well-being: monitoring progress.
2. Executive compensation: update. Page 6

D. Old Business:

E. New Business:

F. Next Meeting:

1. Monday, March 6, 2017 – 6:30 p.m.

G. Conclusion:

1. Closing Prayer.
2. Adjournment.



Minutes

THE MINUTES OF THE OPEN MEETING OF THE GOVERNANCE COMMITTEE held on Monday, January 17, 2017 at 7:30 p.m. in the Boardroom, 1355 Lansdowne Street West, Peterborough.

Due to inclement weather the Open meeting of the Governance Committee was held electronically through Uber Conferencing. All participants were requested to identify themselves prior to speaking. Michael Nasello, Director of Education, acted as Site Monitor, ensuring compliance with meeting regulations and procedures.

PRESENT

Trustee Present at Board:

Mme. Helen McCarthy (Temporary Chairperson).

Trustees via Uber Conferencing:

Mmes. Linda Ainsworth, Ruth Ciraulo (Chairperson),
Christine Dunn, Michelle Griepsma.
Messrs. David Bernier, Daniel Demers,
Zachary Smith (Student Trustee).

Administration Present at Board:

Mmes. Laurie Corrigan, Anne Marie Duncan,
Isabel Grace.

Messrs. Michael Nasello, Timothy Moloney.

Administration via Uber Conferencing:

Mmes. Joan Carragher, Dawn Michie.

Regrets:

Recorder Present at Board:

Mrs. Pamela Smith.

A. Call to Order:

Appointed Temporary Chairperson, Mrs. Helen McCarthy called the meeting to order.

1. Opening Prayer.

2. Approval of Open Session Agenda.

MOTION: Moved by Linda Ainsworth seconded by Dan Demers,
that the Open Meeting Agenda be accepted.

None Opposed - Carried.

2017-G-OP-2

3. Declarations of Conflicts of Interest.

There were no Declarations of Conflicts of Interest.

4. Approval of the Minutes of the Governance Committee – Open Session held on December 12, 2016.

MOTION: Moved by Linda Ainsworth, seconded by Christine Dunn, that the Minutes of the Governance Committee – Open Session, held on December 12, 2016, be approved.

None Opposed - Carried.

5. Business Arising from the Minutes.

There was no business arising from the minutes.

B. Recommended Actions/Presentations:

1. Durham College: Contribution to Capital Program.

Mrs. Isabel Grace, Superintendent of Business and Finance and Mr. Dave Moloney, Facility/Services Manager shared the Durham College Report with the Governance Committee and answered questions.

The Committee reviewed the documentation and requested Mrs. Isabel Grace research legal aspects pertaining to this request. This item is deferred pending further information. No motions were made.

C. Information Items:

1. Facilities Renewal: 2016-17 Projects.

Mrs. Isabel Grace, Superintendent of Business and Finance, and Mr. Dave Moloney, Facility/Services Manager, reviewed the list of school facility renewal requests. Mrs. Grace indicated that audits were used to assist in decisions around projects listed. Costs must exceed \$10,000 to be considered.

2. Interim Financial Information: November 30, 2016.

Mrs. Isabel Grace, Superintendent of Business and Finance, reviewed the Interim Financial Information comprised of revenues and operating expenditures dated November 30, 2016 with the Trustees and answered questions.

2017-G-OP-3

D. Old Business: None.

E. New Business: None.

F. Next Meeting:

1. Monday, February 17, 2017 – 6:30 p.m.

G. Conclusion:

1. Closing Prayer.

Helen McCarthy, Temporary Chairperson, asked Isabel Grace to lead the Closing Prayer.

2. Adjournment.

MOTION: Moved by Dave Bernier, seconded by Linda Ainsworth,
that the Governance Committee meeting adjourn at 8:20 p.m.

None Opposed - Carried.

Helen McCarthy
Temporary Chairperson
/ps

Isabel Grace
Superintendent of Business



Ontario Catholic School
Trustees' Association

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Patrick Daly, *President*
Beverley Eckensweiler, *Vice President*
Nick Milanetti, *Executive Director*

February 6, 2017

TO: Chairpersons and Directors of Education
- All Catholic District School Boards

FROM: Patrick Daly, President

SUBJECT: Executive Compensation Framework

Further to our previous updates, the four publicly funded school systems agreed to work together with a Steering Committee to create a provincial executive compensation framework. This framework would support member boards in the process of meeting the compliance requirements and deadline of September 2017 legislated in the *Broader Public Sector Executive Compensation Act, 2014*. Since that time, also released from the Treasury were an Executive Compensation Framework Regulation, an Executive Compensation Guide (September 2016) and a Compliance Directive (January 2017).

A Steering Committee was established composed of representatives from the leadership in the four publicly funded school systems through their various Associations, including directors of education, supervisory officers and trustees. Nick Milanetti, Sharon Duffy and I represent and have attended the Steering Committee meetings on behalf of OCSTA. Working with an external third party expert in employee compensation programs, the focus of the Steering Committee is to develop a provincial executive compensation framework for school boards that is based on the principles of effective compensation management and meets the requirements of the legislation and regulations.

The Steering Committee agreed to the following considerations and guiding principles that would be used to guide the development of a provincial Executive Compensation Framework for use at the local level to produce locally driven public sector comparators and salary ranges:

Considerations

- Equity,
- Flexibility,
- Transparency and;
- Local autonomy.

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Guiding Principles

1. Partner associations collaboration,
2. Locally driven decision-making,
3. Development of a common, operational, flexible, provincial framework that produces opportunity for locally driven public sector comparators and salary range,
4. Recognition of the school board as the employer, and;
5. Expertise of Mercer Consulting compensation specialists, a third party neutral expert to overlay the parameters of the Regulation on the research that was previously completed for directors and supervisory officer compensation.

Being mindful of the compliance deadline of September 2017 for school boards, work is well underway.

The Steering Committee has held two meetings and several discussions as we move the work forward in consultation with both the Mercer specialists and Treasury representatives. Two more meetings are planned along with teleconferences, where necessary, with a focus on sharing a completed Executive Compensation Framework package with boards in March.

March was selected to give boards as much time as possible to:

- work on their local Executive Compensation Plans between April and June,
- post the plan on a public website for 30 days, and;
- collect the feedback and post the final plan by the deadline date of September 5, 2017.

Since Mercer's is the organization that developed the original Executive Compensation Framework for CODE, the Steering Committee agreed to continue to work with Mercer compensation specialists to develop a new provincial executive compensation framework consistent with effective compensation practice and compliant with the Executive Compensation Act and Regulation. To help inform their work, it is understood that Mercer's consultants will use the original executive compensation framework developed for directors prior to the BPS legislation.

The Steering Committee, working with Mercer's and with advice from Treasury, agreed to create: a common provincial framework, compensation plan content and implementation tools; a compensation philosophy; and a simple communications, posting and consultation strategy.

Progress reports will be provided as the Steering Committee work progresses in its work.

If you have any questions regarding this matter please call us.

Ministry of Education**Office of the ADM**

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**2017: B01**

MEMORANDUM TO: Directors of Education
Secretary/Treasurers of School Authorities

FROM: Joshua Paul
Assistant Deputy Minister (Acting)
Financial Policy and Business Division

DATE: **February 7, 2017**

SUBJECT: **BPS Executive Compensation Framework – approval of non-Canadian public/BPS comparators form and compliance directive posted online**

As you are aware, the Broader Public Sector Executive Compensation Framework regulation (O. Reg. 304/16) came into force on September 6, 2016 under the Broader Public Sector Executive Compensation Act, 2014 (BPSECA). The regulation sets out requirements that all designated employers must follow when establishing executive compensation programs.

Treasury Board Secretariat (TBS) has now issued two additional materials for designated employer to use in complying with these requirements.

1. The Executive Compensation Framework Compliance Report Directive requires all designated employers to submit reports concerning compliance with O. Reg. 304/16 and BPSECA. Each compliance report must include an attestation from the board's chair or highest ranking officer stating that the employer is compliant.
2. The Request for Approval to Use Private Sector and/or International Comparators Form must be submitted by employers who wish to use organizations from outside the Canadian public sector/BPS to calculate maximum salary and performance-related pay for their executives.

Both the compliance directive and the comparator request form have been made available online on the [BPS Accountability website](#). Your completed compliance reports and any request forms should be submitted to me as necessary.

Further information will be provided regarding annual compliance attestations in the coming months. Should you have any questions please contact Med Ahmadoun, Director, Financial Analysis and Accountability Branch at (416) 326-0999 or Med.Ahmadoun@ontario.ca.

Sincerely,

Original signed by:

Joshua Paul
Assistant Deputy Minister (Acting)
Financial Policy and Business Division

cc: Senior Business Officials

Trustee Associations

Med Ahmadoun, Director, Financial Analysis and Accountability Branch, Ministry of Education