



Windsor-Essex Catholic District School Board

1325 California Avenue, Windsor, Ontario N9B 3Y6
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Michael B. Moher, Director of Education John Macri, Board Chairperson

REGULAR BOARD MEETING Tuesday, September 28, 2004 Windsor Essex Catholic Education Centre 1325 California Avenue, Windsor

MINUTES

PRESENT:

Trustees:

F. Alexander	P. Keane
J. Courtney, Vice-Chair	J. Macri, Chair
M. DiMenna	S. Porcellini
B. Holland	L. Soulliere
C. Janisse	
Rev. L. Brunet, Board Chaplain	
Natalie Deschamps, Student Trustee	
Emily Limarzi, Student Trustee (Alternate)	

Administration:

M. Moher, Resource	P. Littlejohns
J. Berthiaume	C. Marier
J. Ouellette	E. Poirier
T. Halford	L. Staudt
T. Robins	

Recorder:

D. Steffens

1. Call To Order - Chair Macri called the meeting to order at 7:35 p.m.
2. Opening Prayer – Father Brunet led the opening prayer.
3. Recording of Attendance – All trustees present.
4. Approval of Agenda
 - Addition: 12(b) (iv) Field Trip Requests – F. J. Brennan Catholic High School – Owen Sound/Port Elgin/Kincardine

Moved by Trustee DiMenna and seconded by Trustee Keane that the September 28, 2004 Regular Board meeting agenda be approved as amended. Carried.

5. Questions Pertaining to Agenda – None.

6. Disclosure of Interest - Pursuant to the Municipal Conflict of Interest Act. – None.

7. Presentations

- a. Leading Math Success: Mathematical Literacy Grades 7 – 12: The Report of the Expert Panel on Student Success in Ontario

Linda Staudt, Supervisor of Students At-Risk provided an overview of the provincial publication *Leading Math Success: The Report on the Expert Panel on Student Success in Ontario*. The Ministry of Education established the Expert Panel to provide direction to Ontario school boards on mathematical literacy for at-risk students in grades 7 to 12. Trustees participated in a demonstration of math manipulatives and strategies used to support students at risk.

8. Delegations

- a. Delegation Regarding Items Not on the Agenda – None.
b. Delegations Regarding Items On the Agenda – None.

9. Action Items

- a. Approval of Minutes

- i) Minutes of the In-Camera Meeting, September 14, 2004

Moved by Trustee Keane and seconded by Trustee DiMenna that the minutes of the In-Camera meeting of September 14, 2004 be adopted as amended. Carried.

- ii) Minutes of the Regular Meeting, September 14, 2004

Moved by Trustee Soulliere and seconded by Trustee Courtney that the minutes of the regular meeting of September 14, 2004 be adopted as distributed. Carried.

- b. Items From In-Camera Meeting of September 28, 2004

Vice-Chair Courtney reported that the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole meeting on September 28, 2004, pursuant to the Education Act - Section 207, to consider specific personnel and real property issues and other matters permitted or required to be kept private and confidential under the Freedom of Information and Protection of Privacy Act.

Trustees Alexander, Courtney, Keane and Porcellini declared a conflict of interest in the In-Camera Session and excused themselves from the relevant discussion item.

Moved by Trustee Courtney and seconded by Trustee Soulliere that the recommendations and directions of the Committee of the Whole Board at its meeting of September 28, 2004 be approved. Carried.

In accordance with Policy H:12 *Retirement of Employees*, the Board received the following as information:

- *Employees over 65 Exceptions performing specific or temporary short-term work:*
Mancisa Curti, Aleksandra Kormorska, Gabriella Gombai, Myrna Hunter, Jack Marquis, Ravinder Sidhu
- *Extensions of Retirement beyond 65:* Anne Maurice, Elsie Heath, Minnie Stoyanovich

10. Communications

a. External (Associations, OCSTA, Ministry)

- i) Letter from Halton Catholic District School Board dated Sept. 13, 2004 re Special Education funding

Director Moher reported that the Board has not yet received a response to its letter sent to Minister Kennedy on August 16 regarding special education funding. The Director has inquired into the status with the Assistant Deputy Minister and the London District Office.

Moved by Trustee Keane and seconded by Trustee Holland that the letter from the Halton Catholic District School Board re Special Education Funding be received as information. Carried.

b. Internal (Reports from Administration)

- i) Report: Administrative Staff Report
Moved by Trustee DiMenna and seconded by Trustee Porcellini that the Board receive the *Administrative Staff Report on hiring, and resignation of staff dated September 28, 2004 for information. Carried.*

- ii) Report: Portable Inventory Report

Tim Robins, Controller of Facilities Services presented the Portable Inventory Report and responded to trustee questions pertaining to the age, structural construction and condition of existing portables. Mr. Robins clarified that there are 90 portables presently in use by students. Director Moher indicated that the average use of portables/port-a-paks across the province is approximately 15% of student enrolment while our Board is currently at 8%. A follow-up report will be presented at a future Board meeting.

Moved by Trustee Porcellini and seconded by Trustee Janisse that the Board receive the report *Portable Inventory 2002 to 2004 as information. Carried.*

- iii) Report: Enrolment/Staffing School Organization Information for Elementary/Secondary Schools – September 2004

Superintendent Berthiaume announced that enrolment exceeded projections in both the elementary (16,668 FTE) and secondary (9,540 FTE) panels. A total of forty-seven teachers were hired for September 2004: thirty-seven elementary and ten secondary. Of

the forty-seven new hires, thirty teachers were hired from the OECTA Occasional Teachers Unit. The elementary pupil/teacher ratio (PTR) is 24.46, which is within the Ministry requirement of 24.5 PTR.

Trustee Porcellini declared a possible conflict of interest with regard to discussion pertaining to the OECTA Occasional Teacher list. The Chair determined that a conflict was not present.

Moved by Trustee Courtney and seconded by Trustee DiMenna that the Board receive the report Enrollment/Staffing/School Organization Information Of Our Elementary/Secondary Schools – September 2004 as information. Carried.

iv) Report: Blueprint for Success - Faith Formation

Superintendent Ouellette presented the report *Blueprint for Success – Faith Formation*. The report provides an outline of the faith formation initiatives being undertaken in the 2004/2005 school year to implement the faith pillar of the Board's strategic plan "Blueprint for Success." The total funding allotted to these initiatives is approximately \$145,300, most of which is provided from the central staff development budget. Director Moher indicated that this report provides a living framework, which will be discussed with principals and adjusted as necessary to meet the faith formation needs of the system.

Moved by Trustee Janisse and seconded by Trustee DiMenna that the Board receive as information the report Blueprint For Success – Faith Formation for the 2004/05 school year. Carried.

11. Unfinished Business – None.

12. New Business

- a. Report: Ontario Catholic Schools Trustees' Association Membership Fees
Moved by Trustee Alexander and seconded by Trustee Holland that the Board renew its membership fees with the Ontario Catholic Schools' Trustees Association (OCSTA) in the amount of \$78,836.00 based on the 2003-2004 enrolment figure of 25,976. Carried.
- b. Field Trip Requests
- i) St. Anne Catholic High School – Owen Sound/Port Elgin/Kincardine
Moved by Trustee Alexander and seconded by Trustee Holland that the Board approve the St. Anne Catholic High School Owen Sound, Port Elgin, Kincardine, Ontario Field Trip for the harvesting of salmon eggs for 2 days falling somewhere between the end of September to early October. Carried.
- ii) Immaculate Conception Catholic Elementary School – Camp Gesstwood
Moved by Trustee Alexander and seconded by Trustee Holland that the Board approve the Immaculate Conception Elementary School Camping Trip to Gesstwood on October 4 – 6, 2004. Carried.

Vice-Chair Courtney assumed the position of Chair at 9:00 p.m.

- iii) 2004 Fall Muskoka Woods Leadership Experience
Moved by Trustee Alexander and seconded by Trustee Holland that the Board approve the 2004 Fall Muskoka Woods Leadership Experience field trip of October 11 – October 15, 2004 for the following schools: St. Louis Elementary, St. Francis Elementary, St. Maria Goretti Elementary, H. J. Lassaline Elementary, St. Pius X Elementary, Queen of Peace Elementary, St. Bernard (Amherstburg) Elementary, St. Joseph’s High School, St. Thomas of Villanova High School, Cardinal Carter High School and F. J. Brennan High School. Carried.

Chair Macri resumed the position of Chair at 9:05 p.m.

- iv) F. J. Brennan Catholic High School – Owen Sound/Port Elgin/Kincardine
Moved by Trustee Alexander and seconded by Trustee Holland that the Board approve the F. J. Brennan Catholic High School’s Owen Sound, Port Elgin, Kincardine, Ontario Field Trip for the Harvesting of Salmon Eggs for 2 days falling somewhere between the end of September to early October. Carried.

c. Notice of Motion

Trustee Courtney (from September 14, 2004): *“At the next regular scheduled meeting of the Board, I shall move or cause to be moved that the board approve the immediate appointment of a campus minister at for St. Michael’s Alternate High School and its satellite campuses; in keeping with past and current practice of employing Campus Ministers in all our secondary schools.”*

Superintendent Ouellette indicated that the nature of the St. Michael’s Alternative High School program and the variety of needs these students are very different than those of a regular high school. The current campus ministry model may not be a very good fit for the St. Michael’s Alternative High School. As part of the current study on the use of campus ministry, administration will consult with the principal and staff of St. Michael’s Alternative High School and report the recommendations back to the Board within a month.

Moved by Trustee Holland and seconded by Trustee Alexander that the notice of motion be deferred until a report is received from administration on the use of campus ministry staff. Carried.

13. Committee Reports

- d. Policy Review Committee: Community Use of Schools - Policy Amendment and Community Recreation and Use of Facilities Agreement

Trustee Holland reported that Policy Review Committee is recommending amendments to Board *Policy A:03 Community Use of Schools* at this time due to an opportunity to access a new grant from the Ministry of Tourism and Recreation. In order to proceed with the grant application, the Ministry requires the revised Board policy as soon as possible. A further Policy review will be held in January, in order to allow for input by the school community stakeholders. In addition to the proposed policy amendments presented in “Appendix A” of

the Board Report, Trustee Holland identified the following additional amendments:

- Page 2 of 5: B (ii) amended to read: Not-for-profit **local community groups whose activities directly involve children and youth (i.e., Scouts/Guides, YMCA/YWCA)**
- Page 2 of 5: C subtitle amended to read: Community - **For Profit**
- Page 2 of 5: correct the spelling of greenhouses
- Page 3 of 5: last sentence of item 4 amended to read: The Director of Education, in consultation with the Controller, Facilities Services, **may** grant special approvals
- Page 3 of 5: last paragraph of item 4 to be **deleted** from the policy (Schools shall not normally be available for rental during the weekends. Some exceptions may be made.)
- Page 4 of 5: correct spelling of indemnification under 3(c)
- Page 5 of 5: last sentence under (e) to be amended to read: All and any costs incurred for clean-up/vandalism/loss **during rental use** shall be charged to the permit holder.
- Page 1 of Schedule A: Title of C amended to read: Priority Community - **For Profit**
- Page 2 of Schedule A: correct the spelling of greenhouses
- Page 1 of Schedule C: Subtitle amended to read: Schedule C: Community - **For Profit**

Tim Robins, Controller of Facilities Services provided background on the grant for community use of schools and briefly summarized the draft Community Recreation and Use of Facilities Agreement provided as “Appendix B” of the Board Report. The funding allocation for our Board is approximately \$232,000 for the 2004/2005 school year. The funding is intended to assist Board with the operational costs associated with facility use by non-profit community groups. Participation in the program by school boards is voluntary. However, in order to be eligible to receive the funds, the Board must enter into a Community Recreation and Use Agreement with the Ministry of Tourism and Recreation by October 15.

Chair Macri left the meeting at 9:30 p.m. Vice-Chair Courtney assumed the position of Chair.

Moved by Trustee Alexander and seconded by Trustee Holland that the Board approve policy A:03 Community Use of Schools as amended.

and, that the Board approve the Community Recreation and Use of Facilities Agreement with the Ministry of Tourism and Recreation. Carried.

14. Notice of Motion – None.

15. Remarks and Announcements

- a. Chairperson – None.
- b. Director of Education – Director Moher indicated that he has received positive feedback about the OCSTA Fall Regional Meeting, which was held at the Windsor Essex Catholic Education Centre on September 21.
- c. Board Chaplain – None.

16. Remarks/Questions by Trustees

Trustee Porcellini requested the opinion of *Ontario School Board Insurance Exchange (OSBIE)* with respect to first aid training for field trips.

Trustee Janisse (Beverage Report) – Director Moher indicated that the Beverage Report will be presented to the Board before the end of October.

Trustee Keane congratulated the parents, staff and students of Our Lady of Mount Carmel Catholic Elementary School for the beautiful blessing and rededication of school. He commended Alison Johnson of CBC Radio and a graduate of Assumption College Catholic High School who will be receiving a national award on her story about the school community following the accident on Huron Church Road. Trustee Keane suggested that Auxiliary Bishop Tony Daniels be invited to attend a future Board meeting.

Trustee DiMenna thanked Tim Robins for the St. Louis Elementary School parking lot presentation to parents.

Trustee Holland suggested the Board host an evening of dinner and discussion with Bishop Daniels rather than Board meeting and requested a date to gather priest, principals and pastoral workers together.

Trustee Alexander commented on the need to updated school websites. Trustee Alexander conveyed his concern with regard to the security of any surplus funds held aside by Board motion (e.g., procession of sales), given recent actions by the Ministry of Education and conversations with trustees at the Ontario Catholic Schools Trustees Association (OCSTA) Regional Meeting. Director Moher will further investigate whether or not our surplus funds are at risk.

Student Trustee Natalie Deschamps commended students and teachers who supported the Terry Fox Run.

17. Pending Items – None.

18. Continuation of In-Camera – In-Camera resumed at 10:00 p.m.

19. Future Board Meetings: (unless stated otherwise all meetings will be held at the Windsor Essex Catholic Education Centre - 1325 California Avenue, Windsor)

- Tuesday, October 12 – 7:00 p.m.
- Tuesday, October 26 – 7:00 p.m.
- Tuesday, November 9 – 7:00 p.m.
- Tuesday, November 23 – 7:00 p.m.
- Tuesday, December 7 – 7:00 p.m. (Organizational Meeting)
- Tuesday, December 14 – 7:00 p.m.
- Tuesday, January 11, 2005 - 7:00 p.m.
- Tuesday, January 25, 2005 - 7:00 p.m.
- Tuesday, February 8, 2005 - 7:00 p.m.

20. Closing Prayer – Father Brunet closed the meeting with a prayer.
21. Adjournment - There being no further business, the Regular Meeting of the Board adjourned at 9:54 p.m. at the call of the Chair.

John Macri
Board Chairperson

Michael Moher
Director of Education & Secretary