



# 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, January 17, 2006 at 7:00 p.m. Windsor Essex Catholic Education Centre John Paul II Boardroom

### 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	
A. Kishek, Student Trustee	
J. Devos, Student Trustee (Alternate)	
L. Willson Student Trustee Designate	

##### **Administration:**

M. Moher (Resource)	P. Littlejohns
J. Berthiaume	C. Marier
P. Marchini	R. Mousaly
J. Ouellette	P. Picard
S. Freeman	E. Poirier
C. Geml	T. Robins
K. Gignac	L. Staudt

##### **Recorder:**

D. Steffens

1. Call To Order - Chair Macri called the meeting to order at 7:30 p.m.
2. Opening Prayer – Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance – All trustees present.
4. Approval of Agenda – Chair Macri noted that item 9b should read: Items From In-Camera Meetings of December 13, 2005 and January 17, 2006. Trustee Soulliere noted an objection that the 2005 Fiscal 2005 Special Education Budget report, which was deferred from December 13, 2005 did not appear on this agenda as per Board motion.

**Moved by Trustee Keane and seconded by Trustee Courtney that the January 17, 2006 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. Introduction of 2005 – 2006 Student Trustee Designate

Student Trustee Kishek introduced 2006/2007 Student Trustee Luke Willson who will complete an orientation period as Student Trustee Designate for the remainder of this school year. Mr. Willson is completing tenth grade at St. Thomas of Villanova Catholic High School and is looking forward to serving the Catholic school community in his new role.

b. St. Joseph Catholic Elementary School – Winning Student Essay Contests and the Message in a Bottle Community Awareness Campaign

Teacher Mr. Pelaccia and several students from St. Joseph Catholic Elementary School were present to highlight their achievements in several local essay-writing contests. Students Rachel Knapp and Mallory Reiner read their essays from the Windsor Family Credit Union Scholarship Essay Contest regarding “How People Can Work Co-operatively Together.” Laura DeMarco and Adam D’Attilo, first place and runner-up winners of the CBC Christmas Writing Contest were present. A radio recording of Ms. DeMarco’s essay was played for those present. Daniel McIntyre, grand prizewinner of the Royal Canadian Legion Remembrance Day Essay, Poetry and Poster Contest was present to read his winning poem, along with six other students who won gold medals in the contest. Students of the school also provided an overview of the community awareness project, “Message in a Bottle” a cooperative community education program between the school and the Liquor Control Board of Ontario.

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 In-Camera Meeting, December 1, 2005 – This item was deferred.

ii) Minutes of Organizational Meeting, December 6, 2005

**Moved by Trustee Holland and seconded by Trustee Keane that the minutes of the Organizational Meeting of December 6, 2005 be adopted as distributed. Carried.**

iii) Minutes of In-Camera Meeting, December 13, 2005

**Moved by Trustee DiMenna and seconded by Trustee Janisse that the minutes of the In-Camera meeting of December 13, 2005 be adopted as amended. Carried.**

iv) Minutes of Regular Meeting, December 13, 2005

Amendments:

- Page 3 – Item 10b(iv) Fiscal 2005 Special Education Budget Report – First sentence amended to read: Ken Gignac, Controller of Finance responded to trustee questions about the application of specific rules under the Education Act with respect to how special education funding is spent, preparation time, LET teacher allocation, **LET supply budget**, budgeted allocations for the psychology department, the use of special education funding **to** fund lunchtime supervision through the use of educational assistants and the use of the Learning Opportunities Grant (LOG) to supplement the special education budget.
- Page 4 – Item 12(b) 2005 Fiscal Year End Financial Statements: Amended to add: Ken Gignac, Controller of Finance, indicated that to the best of his knowledge, the auditor was not advised that lunchtime supervision was charged to the Special Education budget.
- Page 7 – Item 16 Remarks/Questions by Trustees amended to read: Trustee Porcellini congratulated the Catholic Central High School community on their rendition of Leader of the Pack and St. Angela Catholic Elementary School for the wonderful turkey dinner provided to the students.

**Moved by Trustee Holland and seconded by Trustee Porcellini that the minutes of the Regular Meeting of December 13, 2005 be adopted as amended. Carried.**

b. Items From In-Camera Meetings of December 13, 2005 and January 17, 2006

Vice-Chair Courtney reported The Windsor-Essex Catholic District School Board convened a closed Committee of the Whole meeting January 17, 2006 and reconvened to In-Camera on December 13, 2005, pursuant to the Education Act - Section 207, to obtain legal advice, consider specific personnel, 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. Trustee Soulliere declared a conflict of interest in the December 13, 2005 In-Camera Session and excused herself from the relevant discussion item. Trustee Soulliere again declared a conflict of interest in the January 17, 2006 In-Camera Session and excused herself from the relevant discussion item.

**Moved by Trustee Courtney and seconded by Trustee Janisse that the recommendations and directions of the Committee of the Whole Board at its meetings of December 13, 2005 and January 17, 2006 be approved. Carried.**

Vice-Chair Courtney made the following announcement: At the December 13, 2005 In-Camera meeting trustees approved that a donation of \$100.00 be made to the Canadian Diabetes Association or the Lung Association; and, that an evergreen tree and a memorial plaque be placed on Board grounds in memory of Tim Halford.

10. Communications

- a. External (Associations, OCSTA, Ministry) – None.

b. Internal (Reports from Administration)

i) Report: Administrative Staff Report

**Moved by Trustee Janisse and seconded by Trustee DiMenna that the Board receive the *Administrative Staff Report on hiring, retirement and resignation of staff dated January 17, 2006 for information. Carried.***

ii) Report: Retiree Benefits Report

Superintendent Marchini presented the retiree benefits report and provided a general overview of the annual cost of providing Life and Health benefits to retirees of the six non-teaching employee groups. The annual cost of \$975,355 is not funded through the current Ministry grant formulas; however, the board, to date, has been able to fund this expenditure through efficiencies in the applicable employee or other expenditure envelopes. On an annual basis, approximately 10 - 15 new retirees are added to the six employee groups at an average annual board cost of \$55,000 - \$60,000. Superintendent Marchini indicated that the last time the Board issued a Request for Proposals for a benefit services provider and a benefits consultant was around the time of amalgamation. Discussion occurred around the Board's ability to continue to fund the escalating liability for retiree benefits, the feasibility of initiating a new Request for Proposal and the cost to the Board for the administration of employee benefits. Superintendent Marchini will provide a summary of retired directors and superintendents from the former Boards who are receiving retiree benefits.

**Moved by Trustee Janisse and seconded by Trustee Porcellini that the Board receive the report *Retiree Benefits – Board Annual Cost as information. Carried.***

iii) Report: Legal Services – October 2005

**Moved by Trustee Alexander and seconded by Trustee Janisse that the report *Legal Services – October 2005 be received as information. Carried.***

iv) Report: Legal Services – November 2005

**Moved by Trustee Alexander and seconded by Trustee Janisse that the report *Legal Services – November 2005 be received as information. Carried.***

11. Unfinished Business

- a. Notice of Motion - Trustee Holland (*deferred from December 13, 2005*): “*At the next Board meeting, I shall move or cause to be moved that the Board strike a Committee to re-examine the role of the Board Chaplain in consultation with the Bishops of the Diocese of London.*”

Trustee Holland indicated that this notice would be deferred to the next meeting to provide her with an opportunity to speak with Fr. Brunet.

- b. Establishment of Committees – Chair Macri indicated the list of 2006 Trustee Committee Appointments is at trustee places.

12. New Business

a. Fieldtrips:

- i) St. Anthony Catholic Elementary School – Muskoka Woods Sports Resort  
**Moved by Trustee DiMenna and seconded by Trustee Porcellini that the Board approve the St. Anthony Catholic Elementary School field trip to Muskoka Woods Sports Resort, May 2 to 5, 2006. Carried.**
- ii) St. Jules Catholic Elementary School – Mount Brighton, Michigan  
**Moved by Trustee Alexander and seconded by Trustee Janisse that the Board approve the St. Jules Catholic Elementary School field trip to Mount Brighton, Michigan on February 2, 2006. Carried.**
- iii) Notre Dame Catholic Elementary School - Mount Brighton, Michigan  
**Moved by Trustee Janisse and seconded by Trustee DiMenna that the Board approve the Notre Dame Catholic Elementary School field trip to Mount Brighton, February 9, 2006. Carried.**

13. Committee Reports – None.

14. Notice of Motion

- Notice of Motion - Trustee Alexander: *“At the next Board meeting, I shall move or cause to be moved that the Windsor-Essex Catholic District School Board invite submissions from interested service providers regarding the delivery of its total benefits package; and, that this invitation will be in the form of a detailed RFP and is to be widely circulated.”*
- Notice of Motion - Trustee Soulliere: *“At the next Board meeting, I shall move or cause to be moved that a forensic audit of the special education budget be completed to determine what general expenses have been charged to the envelop if any.”*

15. Remarks and Announcements

- a. Chairperson Macri - No comments this evening.
- b. Director of Education

Director Moher reported that the Junior Kindergarten and Senior Kindergarten “Joyful Beginnings” registration program is scheduled for February 13 to February 24. An Open House has been scheduled at all elementary schools the evening of February 15 in addition to an interactive display at Devonshire Mall from February 8 to 11. Catholic High school open houses have also been scheduled to provide an opportunity for Grade 8 students and their parents to visit the secondary school they plan to attend next September.

- c. Board Chaplain – No comments this evening.

## 16. Remarks/Questions by Trustees

- Trustee Keane commented that, out of respect for the public, the board be diligent of meeting schedule in order to begin the Public session at its designated time as much as possible.
- Trustee Soulliere commented on the need for trustees to receive financial statements and financial information from administration so that they can have opportunity to respond and provide input into the budgeting process. Trustee Soulliere inquired into the provision of quarterly financial statements as directed in a board motion from years past.
- Trustee Holland inquired into the possibility of receiving a list of community supporters that regularly donate to our school system so that they can be recognized for their efforts.
- Trustee DiMenna thanked Cardinal Carter High School for providing her with a copy of their recipe booklet.
- Trustee Courtney provided a brief overview of the session topics at the recent OCSTA conference for Chairs, Vice Chairs and Directors, including discussion around a leadership shortage in the province, streamlining of the appraisal system and individual board initiatives for sweatshop-free uniforms.
- Student Trustee Kishek reported that the issue of sweatshop free uniforms was recently raised by English Catholic sector of the Ontario Student Trustees Association.
- Student Trustee Devos welcomed new Student Trustee Designate Willson.

## 17. Pending Items

- a. Deferred from June 27, 2005: Board Policy Review Committee – Board Policy Revisions: *A:12 Code of Ethics / Conflict of Interest (Amended Policy)*
- b. Deferred for six months from October 25, 2005: Motion by Trustee Soulliere and seconded by Trustee DiMenna “*that the Board add two (2) more psychologists to its psychology department for a total of four (4), and that the cost be applied to the general budget to offset the cost of educational assistant lunch supervision to the Special Education budget.*”
- c. Deferred from December 13, 2005: Fiscal 2005 Special Education Budget Report

## 18. Continuation of In-Camera – The Board reconvened to In-Camera Committee of the Whole meeting following adjournment.

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

- Tuesday, January 31, 2006
- Tuesday, February 14, 2006
- Tuesday, February 28, 2006
- Tuesday, March 28, 2006
- Tuesday, April 11, 2006
- Tuesday, April 25, 2006
- Tuesday, May 9, 2006
- Tuesday, May 23, 2006

- Tuesday, June 13, 2006
- Monday, June 26, 2006

20. Closing Prayer – Father Brunet closed the meeting with a prayer.
21. Adjournment - There being no further business, the Regular Board Meeting of January 17, 2006 adjourned at 8:53 p.m. at the call of the Chair.

*Approved as amended.*

***John Macri***  
*Board Chairperson*

***Michael Moher***  
*Director of Education & Secretary*

Amendment:

Page Six – Agenda Item 16 Remarks/Questions by Trustees – The last line of Trustee Soulliere’s comments amended to read: Trustee Soulliere inquired into the provision of quarterly financial statements as directed in a Board motion from years past.