



# Windsor-Essex Catholic District School Board

1325 California Avenue, Windsor, Ontario N9B 3Y6

Telephone: (519) 253-2481

Joseph Berthiaume, Director of Education

Fax: (519) 253-0620

John Macri, Board Chairperson

**REGULAR BOARD MEETING**  
**Tuesday, August 29, 2006 at 7:00 p.m.**  
**Windsor Essex Catholic Education Centre**  
**John Paul II Boardroom**

## MINUTES

### PRESENT

#### **Trustees:**

F. Alexander	P. Keane
M. DiMenna	J. Macri, Chair
B. Holland	S. Porcellini
C. Janisse	L. Soulliere
Rev. L. Brunet, Board Chaplain	
L. Willson, Student Trustee	

#### **Regrets:**

J. Courtney, Vice-Chair

#### **Administration:**

J. Berthiaume (Resource)	K. Gignac
P. Marchini	R. Limarzi
J. Ouellette	P. Littlejohns
M. Seguin	P. Picard
L. Staudt	E. Poirier
S. Freeman	W. Wong
C. Geml	

#### **Recorder:**

D. Steffens

1. Call To Order – Chair Macri called the meeting to order at 7:25 p.m.
2. Opening Prayer – Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance – Trustee Courtney sent regrets.
4. Approval of Agenda  
**Moved by Trustee DiMenna and seconded by Trustee Janisse that the August 29, 2006 Regular Board meeting agenda be approved as distributed. Carried.**
5. Questions Pertaining to Agenda – None.

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

7. Presentations

- a. Small World Big Picture – Expedition Africa – Superintendent Linda Staudt, Principal JoAnne Shea and Supervisor of Faith Development Steve Freeman provided a project and curriculum overview related to the Algonquin College and Canadian Adventure Productions’ Small World Big Picture – Expedition Africa project. The five-month reality learning project will be offered to grade 8 and secondary students of five boards in Ontario including the Windsor-Essex Catholic District School Board. Through the use of innovative technology, the ‘Small World – Big Picture Expedition Africa’ project aims to engage students to more fully understand the challenges, opportunities and realities facing people and communities outside of Canada. A summary of the Board’s participation in the project will be submitted to the Diocesan Newsletter.

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, June 26, 2006  
**Moved by Trustee Holland and seconded by Trustee DiMenna that the minutes of the In-Camera meeting of June 26, 2006 be adopted as distributed. Carried.**
  - ii) Minutes of Regular Meeting, June 26, 2006  
**Moved by Trustee Porcellini and seconded by Trustee DiMenna that the minutes of the Regular Board Meeting of June 26, 2006 be adopted as distributed. Carried.**
- b. Items From In-Camera Meetings of June 26 and August 29, 2006

The Windsor-Essex Catholic District School Board reconvened a closed Committee of the Whole meeting on June 26, 2006 to consider a specific property matter and convened a closed Committee of the Whole meeting on August 29, 2006 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 Porcellini declared a conflict of interest in the August 29, 2006 In-Camera Session and excused herself from the relevant discussion item.

**Moved by Trustee DiMenna and seconded by Trustee Soulliere that the recommendations and directions of the Committee of the Whole Board at its meetings of June 26 and August 29, 2006 be approved. Carried.**

Trustee DiMenna made the following announcements:

- The appointment of Heather Pelisek as Special Education Program Planner for a one-year term, effective September 5, 2006.
- The appointment of Karen Kessler as Special Education Coordinator for a three-year term, effective September 5, 2006.
- The appointment of Ryan Cristine as Special Education Department Head at Cardinal Carter, effective September 5, 2006.
- The appointment of Mario Iatonna to the position of Acting Superintendent of Facilities Services effective September 5, 2006.

## 10. Communications

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

b. Internal (Reports from Administration)

i) Report: Administrative Staff Report

Superintendent Seguin noted a correction on page one of the attachment.

**Moved by Trustee DiMenna and seconded by Trustee Soulliere that the Board receive the *Administrative Staff Report on hiring, retirement and resignation of staff dated August 29, 2006 for information.* Carried.**

ii) Report: Elementary School Council – Meeting of June 6, 2006

Discussion occurred on various methods to increase participation of parents at district-wide school council meetings. Superintendent Ouellette explained that the secondary school councils are active at the district level. Historically, the elementary school councils have had limited success despite a variety of meeting formats they have been attempted. Administration will continue to explore alternatives to increase parental involvement at the system level. A new provincial grant program, “Ontario Parent Involvement Policy,” has been established to assist school councils to develop school-based initiatives to reach parents who may find involvement more challenging due to language, recent immigration, poverty, newness to the system, or other factors.

**Moved by Trustee Soulliere and seconded by Trustee DiMenna that the Board accept the notes from the Elementary School Council dated June 6, 2006, as information.** Carried.

iii) Report: Trustee Attendance – January 2006 to June 2006

**Moved by Trustee Keane and seconded by Trustee Soulliere that the Board receive the report *Trustee Attendance – January to June 2006 as information.* Carried.**

iv) Report: Trustee Remuneration Regulation

Superintendent Marchini presented the report Trustee Remuneration Regulation that outlined the new regulation authorizing district school boards to establish levels of trustee honorarium and the public consultation requirements by which Board’s must

follow to determine the honorarium. Principals will be asked to approach their School Councils to identify interested parent and community representatives to participate on the Board's "Citizen's Advisory Committee on Trustee Honoraria." Names will be selected at random to strike a committee that representing both the elementary and secondary schools and the required number of community and parent School Council representatives. A suggestion was made to have the Board's Committee meet with the Committee established by the Greater Essex County District School Board to talk about common issues that would pertain to the Committee's recommendation to the Board for the establishment of local trustee honoraria.

**Moved by Trustee Soulliere and seconded by Trustee Holland that the report Trustee Remuneration Regulation be received as information. Carried.**

v) Report: Legal Services – May and June 2006

**Moved by Trustee Soulliere and seconded by Trustee DiMenna that the report Legal Services – May and June 2006 be received as information. Carried.**

11. Unfinished Business – None.

12. New Business

a. Notice of Motion from June 26, 2006: Trustee Porcellini: *"At the next regularly scheduled meeting of the Board, I will move or cause to be moved that the Board establish a policy and procedures regarding disclosure of records for all expenditures."*

Trustee Porcellini withdrew this notice of motion due to the issue being addressed within the scope of the Audit Committee.

b. Trustee Porcellini: *"At the next regularly scheduled meeting of the Board, I will move or cause to be moved that the Board establish a series of oversight committees, chaired by trustees, not limited to budget, capital, etc., to report regularly to the Board in public session."*

Trustee Porcellini asked that this notice of motion be deferred to the September 26 meeting.

c. Report: 2007 Fiscal Budget Approval

Superintendent Marchini presented the Operating Fund Budget/Capital Fund Budget report. The draft budget as presented for 2006-2007 incorporates the following initiatives: 14 elementary teachers to further reduce primary class size, 2 float custodians, 2 Utility Custodians, 1 Psychologist, and Good Places to Learn Funding of \$4.2 million. Upon Board approval, the final 2006/2007 budget will be posted on the board's website. Superintendent Marchini briefed trustees on the August 23 Ontario Catholic Schools Trustees' Association teleconference and provided a summary outlining the difficulties board's across the province are having in developing a balanced budget.

Superintendent Marchini indicated that he would be participating in a teleconference with finance officials from the Ministry of Education this week and would convey the Board's concerns with respect to funding levels and reiterate the need for the Ministry to clarify the

“prohibitive to repair” status of St. Bernard (Windsor) so that the Board can proceed with either repairing the existing building or move forward with constructing a new building. A meeting will be set up with the Minister of Education, Chair Macri, Director Berthiaume and Trustee Alexander to discuss the situation and convey the Board’s concerns over condition of the school and the extraordinary length of time it has taken for the Ministry to release the probative to repair school listing.

**Moved by Trustee Porcellini and seconded by Trustee Holland that the Board adopt the 2006-2007 Operating Fund Budget Expenditures for the elementary and secondary panels as presented in the amount of \$217,171,442;**

**and, that the Board adopt the 2006-2007 Capital Fund Budget expenditures in the amount of \$33,800,000. Carried.**

d. Report: Revised School Calendar 2006 – 2007

Superintendent Staudt reported that the Board approved a School Year Calendar for the 2006 – 2007 school year at its regular meeting on February 14, 2006. On July 19, 2006, amendments were made to Regulation 304 of the Education Act that added two additional professional activity days to the school year calendar beginning in the 2006-2007 school year. The two additional professional development days were chosen in collaboration with our coterminous boards to avoid any additional transportation costs. Superintendent Staudt will explore the possibility of re-establishing a parish/school day.

**Moved by Trustee Holland and seconded by Trustee DiMenna that the Board approve the revised School Calendar – 2006 – 2007 for the Windsor-Essex Catholic District School Board to include the addition of two professional activity days: January 17 and May 11, 2007. Carried.**

13. Committee Reports

a. Report: Audit Committee – Terms of Reference

Trustee Soulliere, Audit Committee Chair, reported that following the June 26, Board meeting, the Audit Committee met July 17, July 24 and July 31, 2006, to discuss the purpose and responsibilities of the Committee, to review the current internal and external financial audit processes, to develop a draft Terms of Reference and to select a Committee Chair. Discussion occurred around the role of the Audit Committee and the role of members of administration. The Director of Education will serve as resource to the Committee with other members of administration providing resource as needed.

**Moved by Trustee Holland and seconded by Trustee Porcellini that the Board receive the Audit Committee Report as information;**

**and, that the Board approve the Terms of Reference for the Audit Committee. Carried.**

14. Notice of Motion

- Trustee Porcellini: *“At the next regular scheduled meeting of the Board, I will move or cause to be moved, that the Board, in adherence with Policy A:21 Child Care, require all daycare service providers housed in Board schools to be not-for-profit, and further, that the Board encourage those daycare service providers that are currently for profit and housed in our system, to complete the conversion process prior to March 31, 2007, after which all contracts for the provision of daycare services by any for profit providers will be terminated and subject to tender, for award and installation by July 1, 2007.”*

15. Remarks and Announcements

- a. Chairperson Macri reported that the new St. Joseph’s Catholic High School will be ready to receive students first week of September and indicated the Blessing and Dedication of the new school will occur on Sunday, October 1 at 2:00 p.m. Chair Macri advised trustees of a telephone discussion that has been set up with the Ontario Catholic Schools Trustees’ Association (OCSTA) next week to discuss local education issues and receive a briefing on upcoming OCSTA initiatives and asked trustees to advise him of any items they wish to bring forward.
- b. Director of Education Berthiaume thanked the business department for their work on the 2006 – 2007 budget and commended Elaine Poirier and her department on the success of this year’s Summer Institute. Director Berthiaume reported that the new St. Michaels Rhodes Campus site and the classrooms in the former Basilian Residence will be ready for students next week and reported that there have been 65 new elementary teachers and 8 new secondary teachers hired for this school year.
- c. Board Chaplain indicated he had no remarks this evening.

16. Remarks/Questions by Trustees

- Trustee Porcellini welcomed new vice principals Pat Hickson and Kathy Furlong to Catholic Central High School, and new principals Zina Vivier to Immaculate Conception Catholic Elementary School and Colleen Arfiero to St. Angela Catholic Elementary School.
- Trustee Alexander welcomed Student Trustee Luke Willson to the Board table and congratulated Elaine Poirier and the staff of the Learning Services department on the success of the Summer Institute.
- Trustee Soulliere withdrew the deferred motion under Pending Items (item 17a), as it was addressed under this year’s budget. Trustee Soulliere thanked all of administration staff for their efforts in arranging Summer Institute, which was a very positive way to star the year.
- Trustee Holland welcomed Luke Willson to the Board table as Student Trustee. Trustee Holland commented on the Windsor Life article which highlighted the talents of Elaine Carm, Department Head of Arts and Languages at Assumption College Catholic High School.
- Trustee DiMenna congratulated Elaine Poirier on the success of the Summer Institute and thanked Vicky and Jay Colastanti for donating 50 truckloads of top soil for the playground

located at St. John de Brebeuf Catholic Elementary School.

- Student Trustee Willson reported that the Student Senate Faith Development Day has been scheduled for Thursday, October 26.

17. Pending Items

- a. 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.”*

Trustee Soulliere withdrew this deferred notice of motion since it has been addressed in the 2006 – 2007 budget.

- b. Deferred from June 27, 2005: Board Policy Review Committee – Board Policy Revisions: *A:12 Code of Ethics / Conflict of Interest (Amended Policy)*

18. Continuation of In-Camera – Not required.

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

- Tuesday, September 12, 2006
- Tuesday, September 26, 2006
- Tuesday, October 10, 2006
- Tuesday, October 24, 2006
- Tuesday, November 14, 2006
- Tuesday, November 28, 2006
- Tuesday, December 5, 2006 (Organizational Meeting – 7:30 p.m. – preceded by Mass in Assumption Chapel)
- Tuesday, December 12, 2006
- Tuesday, January 16, 2007
- Tuesday, January 30, 2007
- Tuesday, February 13, 2007
- Tuesday, February 27, 2007
- Tuesday, March 13, 2007 (tentative due to March Break)
- Tuesday, March 27, 2007
- Tuesday, April 10, 2007
- Tuesday, April 24, 2007
- Tuesday, May 8, 2007
- Tuesday, May 22, 2007
- Tuesday, June 12, 2007
- Monday, June 25, 2007

20. Closing Prayer- Fr. Brunet closed the meeting with a prayer.

21. Adjournment - There being no further business, the Regular Board Meeting of August 29, 2006 adjourned at 9:21 p.m. at the call of the Chair.

*Approved.*

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

***Joseph Berthiaume***  
*Director of Education & Secretary*