



Windsor-Essex Catholic District School Board

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Joseph Berthiaume, Director of Education

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John Macri, Board Chairperson

REGULAR BOARD MEETING Tuesday, January 30, 2007 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 (<i>entered at 7:43 p.m.</i>) | L. Soulliere |
| C. Janisse | |
| Rev. L. Brunet, Board Chaplain | |
| L. Willson, Student Trustee | |

Administration:

| | |
|--------------------------|-----------------|
| J. Berthiaume (Resource) | P. Littlejohns |
| M. Iatonna | R. Mousaly |
| P. Marchini | S. O'Hagan-Wong |
| M. Seguin | P. Picard |
| L. Staudt | E. Poirier |
| C. Geml | R. Sasso |
| K. Gignac | W. Wong |
| R. Limarzi | |

Recorder:

D. Steffens

1. Call To Order – Chair Macri called the meeting to order at 7:07 p.m.
2. Opening Prayer – Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance – Trustee Holland entered the meeting at 7:43 p.m. due to her attendance at the L. A. Desmarais Catholic Elementary School Council meeting.
4. Approval of Agenda
Moved by Trustee DiMenna and seconded by Trustee Janisse that the January 30, 2007 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. Supporting Learning Through Technology

Rose Mousaly, Chief Information Office and Andrew Spurdza, teacher at St. William Catholic Elementary School, were in attendance to provide an overview of the Smartboard technology that is presently being used in 27 of the board's schools to assist teachers with curriculum implementation.

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, January 16, 2007

Moved by Trustee Janisse and seconded by Trustee DiMenna that the minutes of the Committee of the Whole Board In-Camera meeting of January 16, 2007 be adopted as distributed. Carried.

ii) Minutes of Regular Meeting, January 16, 2007

Moved by Trustee Keane and seconded by Trustee Soulliere that the minutes of the Regular Board meeting of January 16, 2007 be adopted as distributed. Carried.

b. Items From In-Camera Meeting of January 30, 2007

Vice-Chair Courtney reported that the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board meeting on January 30, 2007 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 Keane declared a conflict of interest during the January 30, 2007 In-Camera Session and excused himself from the relevant discussion item.

Moved by Trustee Courtney and seconded by Trustee DiMenna that the recommendations and directions of the Committee of the Whole Board at its In-Camera meeting of January 30, 2007 be approved. Carried.

10. Communications

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

b. Internal (Reports from Administration)

i) Report: Administrative Staff Report

Moved by Trustee Courtney and seconded by Trustee Soulliere that the Board receive the *Administrative Staff Report* on hiring, retirement and resignation of staff dated January 30, 2007 for information. Carried.

ii) Report: Trustee Attendance – July to December 2006

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

iii) Report: Annual Play Structure, Surfacing and Playfield Repair Program for 2006

Wilfred Wong, Manager of Operations and Maintenance reported that the Board retained the services of Playchek Inc. to undertake the 2005-2006 Annual Play Structure, Surfacing and Playfield Inspections. The Scope of the Work to complete the repairs was divided into components as follows: Original Equipment Manufacturers (OEM) Play-structures, Non-OEM Play-structures, Play-Surfaces and Playfield items. Mr. Wong provided clarification on the use of pea stone surfacing versus the other materials used in playground surfacing. Administration will provide an approximate costing for replacing all pea stone with recycled tire materials and a status report on the “b” and “c” playground repairs identified in the last inspection.

Moved by Trustee Soulliere and seconded by Trustee DiMenna that the Board receive the *Annual Play Structure, Surfacing, and Playfield and Repair Program Report for 2006* as information. Carried.

11. Unfinished Business – None.

12. New Business

i) Field Trips: Notre Dame Catholic Elementary School – Mt. Brighton

Moved by Trustee Keane and seconded by Trustee Janisse that the Board approve Notre Dame Catholic Elementary School’s field trip to Mount Brighton, February 8th, 2007. Carried.

ii) Queen of Peace Catholic Elementary School – Cedar Point

Moved by Trustee DiMenna and seconded by Trustee Alexander that the Board approve the Queen of Peace Elementary School – Cedar Point, Ohio field trip for June 14, 2007. Carried.

Trustee Holland entered the meeting at 7:43 p.m.

iii) Report: School Boundary and Consolidation Review – Watson & Associates

As a follow-up to the January 16, 2007 Board meeting, Mr. Marchini, Senior Financial Analyst, provided additional information on the objectives, costing and timelines, for the reviews the board is considering by Watson and Associates. The outcome of these reviews would be: a draft Accommodation review policy for board approval and submission to the Ministry of Education by March 31st, 2007, and a comprehensive Long Term Capital Plan that incorporates student program needs, capital resources, and accommodation options considering current and long-term enrolment projections. The cost of the review \$55,000 - \$58,000 would be charged to Board Administration Miscellaneous Account.

Lengthy debate and discussion occurred regarding the timing of conducting a system-wide review, the development of the board's school accommodation policy, the merits of tendering for other planning consultants, and trustee and community stakeholder roles in the review process. Director Berthiaume clarified that the intent of the School Boundary and Consolidation Review is for the board to receive an information tool so that the board can make informed planning decisions utilizing concrete and current data obtained from a review of the system as a whole. Any potential accommodation issues identified through the review process would need to be carefully studied by the board prior to any recommendations coming forward for an in-depth community consultation process. Mr. Marchini indicated that CN Watson is renowned in the province for their expertise on school accommodation planning.

Moved by Trustee Holland and seconded by Trustee Alexander that the Board approve Watson and Associates proposal in the amount \$4,130, to assist the board in drafting an Accommodation Review Policy;

and, that the board approve Watson and Associates proposal in the amount of \$51,410 - \$53,560, to assist the board with an accommodation/boundary review consistent with the Ministry of Educations current policies. Carried.

iv) Report: Board Policy H:12 Retirement of Employees

Superintendent Seguin reported that, effective December 2006, Board Policy H: 12 Retirement of Employees no longer complies with existing legislation due to changes in the Ontario Human Rights Code as amended by the *Ending Mandatory Retirement Statute Law Amendment Act*, 2005. The matter will be referred to the Employee Benefits Consultant Committee to explore the potential impact on the costs of employee benefits.

Moved by Trustee Soulliere and seconded by Trustee Holland that the Board revoke Policy H: 12 Retirement of Employees. Carried.

v) Report: Board Resolutions for Temporary Borrowing

Moved by Trustee Porcellini and seconded by Trustee Alexander that the Board approve the Board Resolution for Temporary Borrowing (deemed to be read three times) authorizing the Board to borrow up to \$55,000,000 to meet, until current revenues are collected, the current expenditures of the board for 2007;

and, that the Board approve the attached Resolution 2007:01 (deemed to be read three times) authorizing the Board to borrow \$38,000,000 to bridge finance the permanent improvements as detailed in Schedule A to Resolution 2007:01.

Carried.

RESOLUTION FOR TEMPORARY BORROWING BY BOARDS OF PUBLIC, SEPARATE, SECONDARY SCHOOLS AND BOARDS OF EDUCATION (ONTARIO)

WHEREAS the Windsor-Essex Catholic District School Board (hereinafter called the "Board") considers it necessary to borrow the amount of up to \$55,000,000 to meet, until current revenues are collected, the current expenditures of the Board for 2007.

AND WHEREAS the total amount borrowed pursuant to this resolution together with the total of any similar borrowing is not to exceed the uncollected balance of estimated revenues of the Board.

1. The Chairperson, Vice-Chairperson or Secretary of the Board and the Treasurer of the Board are hereby authorized to borrow from time-to-time by way of Promissory Note a sum or sums not exceeding the aggregate \$55,000,000 to meet the current expenditures of the Board until the current revenues have been received and to give on behalf of the Board a Promissory note or notes under the corporate seal of the Board signed by the Chairperson or Vice-Chairperson of the Board and the Treasurer for the monies borrowed hereunder;

Provided, However:

That the interest and any other charges connected therewith do not exceed the interest that would be payable at the prime lending rate on the date of borrowing of banks listed in schedule 1 to the Bank Act.

2. The Treasurer of the Board is hereby authorized and directed to apply in payment of all sums borrowed as aforesaid, together with interest thereon, all monies compromising the current revenues of the Board hereafter received.
3. The Treasurer is hereby authorized and directed to deliver to the bank from time-to-time upon request a statement showing the total amount of unpaid previous borrowings of the Board for current expenditures together with debt charges, if any, and also the uncollected balance of the estimated revenues for the current year or, where the estimated have not been adopted, the estimated revenues of the previous year less any current revenues already collected.

RESOLUTION 2007:01

A Resolution authorizing the Windsor-Essex Catholic District School Board (the "Board") to borrow money pursuant to the provisions of section 247 of the Education Act (the "Act") for the raising of funds to finance certain permanent improvements as more particularly described in this By-Law.

WHEREAS:

- A. The Board has authorized the permanent improvements as detailed in Schedule “A” attached to this Resolution;
- B. The Board wishes to apply to the Canadian Imperial Bank of Commerce (“CIBC”) for a capital loan for the purpose of financing the permanent improvements;
- C. The total cost of the project is within the Board’s Debt and Financial Obligation Limit as established by the Ministry of Education and Training.

THEREFORE, BE IT RESOLVED as follows:

- 1. The Director and the Treasurer of the Board are authorized on behalf of the Board to borrow \$38,000,000 for permanent improvements in accordance with the Act, plus interest at a rate to be agreed upon from time to time with CIBC.
- 2. The Director and the Treasurer are authorized for and on behalf of the Board to execute and deliver all such other documents and to do such other acts and things as may be necessary to give full effect to the Resolution.

vi) Report: Board Meeting Schedule for March 2007

Moved by Trustee Holland and seconded by Trustee Alexander that the Board cancel the Regularly Scheduled Board meeting of March 13, 2007 due to the March Break. Carried.

13. Committee Reports

- a. Report: High School Council - November 9, 2006 Meeting

Administration will provide additional information pertaining to enrolment numbers in the International Baccalaureate program at Assumption College Catholic High School.

Moved by Trustee Keane and seconded by Trustee Soulliere that the Board receive the report of the High School Council dated November 9, 2006, as information. Carried.

- b. Report: By-Law Review Committee – By-Law Amendments

Director Berthiaume reported that the By-Law Review Committee met with the director and legal council on October 11, 2006, to review the by-laws last approved by the Board on March 9, 2004. Trustees reviewed the proposed amendments and the rationale provided for the changes.

Moved by Trustee Porcellini and seconded by Trustee Soulliere that the words “before the day” be struck from the proposed amendment to 3:09 Delegations Regarding Items on the Agenda. Carried.

Moved by Trustee Alexander and seconded by Trustee Courtney that the Board adopt the proposed amendments as presented and further amended (as per the motion to amend 3:09 Delegations Regarding Items on the Agenda) to the Board By-Laws. Carried.

14. Notice of Motion – None.

15. Remarks and Announcements

- a. Chairperson Macri indicated that he no remarks this evening.
- b. Director of Education Berthiaume commended Elaine Poirier and her team for their work on this year's JK/SK registration program and reported on some of the promotional events. The interactive display at Devonshire Mall is scheduled from February 7 to the 10th. Bishop Daniels will spend some time at the display on February 9 to speak to the children. Director Berthiaume commented on the upcoming 2007 Global Youth Service Day. The Communications Team from Volunteer Canada has asked permission to add student activities from our Board to their website in order to recognize their contributions to the community. Director Berthiaume reminded trustees that February is Black History Month and invited trustees to contact their school principals with any questions regarding planned activities. Director Berthiaume congratulated the staff and students of Queen of Peace Catholic Elementary School for their outreach program to help the homeless in Windsor and Essex County. Director Berthiaume reminded trustees of the February 6 open workshop. Director Berthiaume welcomed Mr. Sasso and Mrs. O'Hagan-Wong to their new positions
- c. Board Chaplain Fr. Brunet commended Elaine Poirier and the organizing team on the success of the recent professional development day. Fr. Brunet reported that Toronto's 10th Roman Catholic Archbishop, Thomas Collin, was installed during a special service Tuesday morning at St. Michael's Cathedral.

16. Remarks/Questions by Trustees

- Trustee Porcellini welcomed Mr. Sasso and Mrs. O'Hagan-Wong to their new positions and thanked the City of Windsor for holding community meetings to seek input into the development of their new strategic plan.
- Trustee Keane commended Elaine Poirier and Rosemary Limarzi for the JK/SK media coverage and reported on his attendance at the recent system-wide professional development day. Trustee Keane commented on his attendance at Notre Dame Elementary School "new entrepreneurs" presentation and commended the staff, students and the all the high school teachers of Holy Names High School that contributed to the day. Trustee Keane commented on his attendance at a recent City of Windsor – Ward 2 meeting and asked that the board's position on a proposed "super highway" be conveyed to city officials.
- Trustee Alexander inquired into the status of the Ministry's "prohibitive to repair" capital funding. Mr. Marchini reported that he anticipates the Ministry will release the information to board prior to the end of the Ministry fiscal year which is March 31.
- Trustee Soulliere reported that parents at St. William Catholic Elementary School are very interested in having a tour of the new St. Anne Catholic High School, particularly the grade 8 families who will be transitioning to the high school.
- Trustee Holland asked for an update on the number of approved and denied out of boundary requests for grade 8 students from St. John the Vianney and St. Pius X elementary schools. Trustee Holland inquired into the status of an administrative report pertaining to the upcoming notice of motion regarding the provision of Child Care in board facilities.

- Trustee DiMenna congratulated Mr. Sasso and Mrs. O’Hagan-Wong on their new position and thanked Elaine Poirier and her team for their work on the JK/SK registration program.
- Trustee Courtney thanked Mr. Iatonna and his staff for their work on the recent flooding at St. Joseph Elementary School and inquired into the processes for high school registration and transition activities for grade eight students.

17. Pending Items

- Deferred from June 27, 2005: Board Policy Review Committee – Board Policy Revisions: *A:12 Code of Ethics / Conflict of Interest (Amended Policy)*
- Deferred Motion from October 24, 2006 to February 27, 2007: *“Moved by Trustee Porcellini and seconded by Trustee DiMenna 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.”*

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, 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 January 30, 2007 adjourned at 9:03 p.m.

Approved.

John Macri
Board Chairperson

Joseph Berthiaume
Director of Education & Secretary-Treasurer