



1325 California Avenue
Windsor, ON N9B 3Y6
CHAIRPERSON: Fred Alexander
DIRECTOR OF EDUCATION: Joseph Berthiaume

REGULAR BOARD MEETING
Tuesday, April 28, 2009 at 7:00 p.m.
Windsor Essex Catholic Education Centre
John Paul II Boardroom

MINUTES

PRESENT

Trustees:

F. Alexander, Chair	P. Keane
J. Courtney	J. Macri
M. DiMenna, Vice-Chair	S. Porcellini
B. Holland	L. Soulliere
C. Resendes, Student Trustee	
N. Lau, Student Trustee	
Rev. L. Brunet, Board Chaplain	

Absent:

C. Janisse

Administration:

J. Berthiaume (Resource)	P. Littlejohns
M. Iatonna	P. Murray
L. Staudt	S. O'Hagan-Wong
E. Byrne	

Recorder:

D. Steffens

1. Call To Order - Chair Alexander called the meeting to order at 7:03 p.m.
2. Opening Prayer - Students from Our Lady of Perpetual Help Catholic Elementary School were present to open the Board meeting with a special prayer in celebration of Catholic Education Week 2009 which begins on May 3rd.
3. Recording of Attendance - Trustee Janisse was absent.
4. Approval of Agenda - Chair Alexander noted that the handout for agenda item 10b(ii) Report: *2008 - 09 Budget Status* is at trustee places and was previously provided to trustees electronically.

Moved by Trustee DiMenna and seconded by Trustee Holland that the April 28, 2009 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. Urban and Priority High Schools Funding

Trustees received a presentation from Catholic Central High School on student achievement initiatives made possible through Ministry funding that has been provided for Urban and Priority High Schools. The purpose of the funding is to provide additional programming opportunities to select secondary schools in urban neighbourhoods facing challenges such as poverty, criminal and gang activity, lack of community resources, and student achievement issues. Catholic Central High School was selected to receive an annual grant in the amount of \$250,000, which will fund an expansion of alternate education programs to at-risk students, literacy interventions and after school academic supports.

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, April 14, 2009

Moved by Trustee Holland and seconded by Trustee DiMenna that the minutes of the Committee of the Whole Board In-Camera meeting of April 14, 2009 be adopted as distributed. Carried.

ii) Minutes of Regular Meeting, April 14, 2009

Moved by Trustee Keane and seconded by Trustee Soulliere that the minutes of the Regular Board meeting of April 14, 2009 be adopted as distributed. Carried.

b. Items from the In-Camera Meeting of April 28, 2009

Vice Chair DiMenna reported that the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board meeting on April 28, 2009 pursuant to the Education Act - Section 207, to consider specific personnel, litigation matters 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 during the 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 in-camera meeting of April 28, 2009 be approved. Carried.

Vice Chair DiMenna made the following announcements:

- receipt of the Administrative Staff Report, dated April 28, 2009

10. Communications:

a. External (Associations, OCSTA, Ministry): Nil.

b. Internal (Reports from Administration):

i) Report: Administrative Staff Report

Moved by Trustee Soulliere and seconded by Trustee DiMenna that the Board receive the Administrative Staff Report on hiring, retirement and resignation of staff dated April 28, 2009 for information. Carried.

ii) Report: 2008 - 09 Budget Status (*A handout was distributed and previously provided to trustees electronically.*)

Trustees received an administrative report providing the status of the 2008-09 fiscal budget. The current projection indicates the Board will have an estimated surplus of \$378,000 at year-end. Superintendent Iatonna indicated that any 2008-09 year-end surplus monies will be applied toward the 2009-10 portion of the 2006-07 accumulated year-end deficit.

Moved by Trustee Soulliere and seconded by Trustee Holland that the Board receive the 2008 - 09 Budget Status as of March 31, 2009 as information. Carried.

iii) Report: 2008 - 09 School Budget Status

Trustees received a report providing the second quarter status of school budgets, projected variances to year-end and comments from school administration regarding mitigating steps to address potential budget deficits.

Moved by Trustee Holland and seconded by Trustee DiMenna that the Board receive the report on 2008-09 School Budget Status as information. Carried.

iv) Report: 2008 – 09 Budget Schedule – Revised

Trustees received a revised schedule for the 2009-10 Budget development that was presented to the Board at its February 10, 2009 meeting.

Moved by Trustee Holland and seconded by Trustee Keane that the Board receive the report on the 2009-10 Budget Schedule - Revised as information. Carried.

v) Report: 2008 - 09 Play Structure, Play Surface and Playfield Annual Inspection Report

Trustees received a report summarizing the 2008 - 09 annual inspection of school play spaces to ensure compliance with applicable standards.

Moved by Trustee Courtney and seconded by Trustee Macri that the Board receive the 2008-09 Playstructure, Playsurface and Playfield Annual Inspection Report as information. Carried.

- vi) Verbal Report: City of Windsor Ward Boundary Review Update

Superintendent Iatonna provided a brief verbal report on the recent public consultation meetings held by the City of Windsor with respect to their Ward Boundary Review. An application to appear as a delegation will be made on behalf of the Board of Trustees when the item is placed on the City of Windsor Council meeting agenda.

- vii) Verbal Report: Ad Hoc Safe Schools Sub-Committee - Recommendations on Best Practices

Superintendent Staudt provided a brief report on the status of the Committee's work on a review of current practices in place at the Board and best practices for smoking, alcohol and drug prevention. A final report is anticipated to come before the Board in June.

11. Unfinished Business: Nil.

12. New Business:

a. Field Trips:

- i) Holy Names Catholic High School – Cedar Point

Moved by Trustee Holland and seconded by Trustee DiMenna that the Board approve the Holy Names Catholic High School Field trip to Cedar Point in Sandusky, Ohio scheduled for Wednesday, June 3, 2009. Carried.

- ii) St. Theresa Catholic Elementary School – Canada's Wonderland

Moved by Trustee Holland and seconded by Trustee DiMenna that the Board approve the St. Theresa Catholic Elementary School field trip to Canada's Wonderland on June 1, 2009. Carried.

b. Report: Board Policy Amendments F:02 Purchasing / Disposal of Assets (*for final approval*)

Trustees received draft Board Policy F:02 Purchasing / Disposal of Assets for final approval. The following Board Policies, having been combined into amended Board Policy F:02 were revoked: Policy F:03 Appointment of Architect for Major Projects; and, Policy A: 10 Disposal of Assets. The accompanying administrative procedure PR F:02 Purchasing/Disposal of Assets was received as information. Administration will follow-up with secondary schools with regard to on site petty cash needs.

Moved by Trustee Holland and seconded by Trustee Porcellini that the Board provide final approval to Draft Amended Policy F: 02 Purchasing/Disposal of Assets;

and, that the Board revoke Policy F: 03 Appointment of Architect for Major Projects;

and, that the Board revoke Policy A: 10 Disposal of Assets;

and, that the Board receive as information Administrative Procedure Pr F: 02 Purchasing/Disposal of Assets. Carried.

c. Report: Computerized Maintenance Management System

Pursuant to Board direction at its meeting of January 13, 2009, administration proceeded with a Computerized Maintenance Management System (CMMS) Request for Proposal (RFP).

Moved by Trustee Macri and seconded by Trustee Soulliere that the Board approve the purchase of the WEB WORK Computerized Maintenance Management System from Tero Consulting. Carried.

d. Report: Regular Board Meetings for the months of July and August 2009 and the 2009 – 10 School Year

The schedule was amended to change the proposed date of September 22 to September 15 and the date of the proposed Organizational Meeting was corrected to read December 1, 2009.

Moved by Trustee Porcellini and seconded by Trustee Macri that meetings of the Board of Trustees for the months of July and August be held at the call of the Chair; and, that the Board adopt the attached schedule of Regular Board meetings for the 2009 – 2010 School Year as amended. Carried.

e. Report: Play Surface Material Standard – Rubber

Trustee received a report recommending a consistent standard for play surface material intended to improve safety and performance.

Moved by Trustee Porcellini and seconded by Trustee DiMenna that the Board approve the use of rubber play surface material as a standard in all new play structure installations. Motion deferred.

Discussion occurred on the merits of several surface options including rubber mulch chip, the increased costs to School Councils for playground installation and possible environmental concerns associated with rubber play surfaces.

Moved by Trustee Porcellini and seconded by Trustee Holland consideration of the report Play Surface Material Standard – Rubber be deferred for one month to allow time for administration to consult with school councils on the cost implications of the recommended play surface standard, allow time for administration to explore some of the concerns associated with rubber play surfaces raised by trustees and investigate into other play surface options. Carried.

f. Report: Provision of a “Before and After” Child Care Program at St. John the Evangelist, St. Louis and St. Rose Catholic Elementary Schools

Trustees received a report indicating the school communities of St. John the Evangelist, St. Louis and St. Rose have expressed an interest in securing a “Before and After” School Child Care Program to meet the needs of the families in their school community. Administration will issue a Request for Proposal (RFP) in May and child care provider recommendations will be brought for Board approval in June 2009.

Moved by Trustee Holland and seconded by Trustee DiMenna that the Board approve the provision of a “Before and After” School Child Care Program at St. John the Evangelist, St. Louis and St. Rose Catholic Elementary Schools effective September 2009. Carried.

13. Committee Reports:

- a. Report: High School Council Meeting Notes of March 5, 2009

Moved by Trustee Porcellini and seconded by Trustee DiMenna that the Board receive the report for the March 5, 2009 High School Council meeting as information. Carried.

14. Notice of Motion - None.

15. Remarks and Announcements:

- a. Chairperson Alexander commented on the drainage condition in the playground at St. Anthony Catholic School resulting in children being unable to use play areas. Superintendent Iatonna indicated that the school principal has approached administration for assistance in addressing the drainage in the play area.
- b. Director of Education Berthiaume provided comment on recent activities supporting the Board’s strategic priorities: student achievement and faith development; commented on various community engagement and partnership initiatives; and congratulated several specific school communities on the success of their social justice projects.
- c. Board Chaplain Fr. Brunet - No comments this evening.

16. Remarks/Questions by Trustees:

- Trustee Soulliere conveyed thanks from the St. John the Baptist school community to facility services, maintenance staff and the Risk Management officer for their quick response to their needs.
- Trustee Keane congratulated the Assumption College Catholic High School students who competed at the annual Great Lakes Science Olympiad and thanked the staff for their preparatory work with the students. Trustee Keane conveyed his regrets for the May 12 Board meeting due to his vacation schedule.
- Trustee Porcellini extended an invitation to the Catholic Central High School Bursary Dinner that has been scheduled for May 14, congratulated the organizers of the first annual Dad’s Matter conference, and advised of the Association of Early Child Education Provincial Conference that will be held in Windsor on May 21 - 23.
- Student Trustee Resendes commented on activities the Student Senate has organized for Catholic Education Week.
- Student Trustee Lau wished students of the International Baccalaureate (IB) program well during their exams next week and extended an invitation to attend activities at Assumption College Catholic High School during their celebration of Multi-Cultural Week.

17. Pending Items
 - a. Draft Board Policy H:07 Selection Process - Principals and Vice Principals (*deferred March 10, 2009*)
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 with the In-Camera Session beginning at 6:00 p.m. and the Public Session beginning at 7:00 p.m.*)
 - Special Committee of the Whole Board In-Camera Meeting, Monday, May 4, 2009 at 6:00 p.m.
 - Tuesday, May 12, 2009
 - Tuesday, May 26, 2009
 - Tuesday, June 9, 2009
 - **Monday**, June 22, 2009
20. Closing Prayer – Fr. Brunet closed the meeting with a prayer.
21. Adjournment - There being no further business, the Regular Board meeting of April 28, 2009 adjourned at 8:52 p.m.

Approved.

Fred Alexander
Board Chairperson

Joseph Berthiaume
Director of Education & Secretary-Treasurer