



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

REGULAR BOARD MEETING
Tuesday, June 9, 2009 at 7:00 p.m.
Windsor Essex Catholic Education Centre
John Paul II Boardroom

MINUTES

PRESENT

Trustees:

F. Alexander, Chair	P. Keane
M. DiMenna, Vice-Chair	S. Porcellini
B. Holland	L. Soulliere
C. Resendes, Student Trustee	
N. Lau, Student Trustee	
Rev. L. Brunet, Board Chaplain (<i>Left meeting at 7:50 p.m.</i>)	

Regrets:

J. Courtney, J. Macri, C. Janisse

Administration:

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

Recorder:

D. Steffens

1. Call To Order - Chair Alexander called the meeting to order at 7:23 p.m.
2. Opening Prayer - Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance - Trustee Courtney sent regrets due to her vacation schedule. Trustee Macri sent regrets due to his vacation schedule. Trustee Janisse sent regrets due to a family commitment.
4. Approval of Agenda

Chair Alexander noted that handouts pertaining to agenda items 10b(ii) Report: *Preliminary 2009 – 10 Budget*, 13b *Ad Hoc East Windsor Accommodation Review Committee* and 13c *Ad Hoc West Windsor Accommodation Review Committee* were at trustee places and previously provided to trustees electronically. The handout pertaining to agenda item 12h *2008 – 09 Capital Renewal Program - Revised Project List* was previously provided to trustees.

Amendments to the Agenda:

- Addition: 10a (i) External Correspondence - City of Windsor Council Meeting Agenda Item re Ward Boundary Review Recommendations (*Report was previously provided to trustees electronically.*)
- Addition: 12a (v) Field Trip: St. Theresa Catholic School - Pelee Island (*Report was previously provided to trustees.*)

Moved by Trustee DiMenna and seconded by Trustee Holland that the June 9, 2009 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.

Trustee Porcellini disclosed interest in relation to agenda item 10b (ii) *Preliminary 2009 – 10 Budget* due to the employment of her husband and did not participate in the discussion or vote on any question raised on that item.

Trustee Keane disclosed interest in relation to agenda item 10b (ii) *Preliminary 2009 – 10 Budget* due to the employment of his son and daughter and did not participate in the discussion or vote on any question raised on that item.

7. Presentations:
 - a. Outstanding School Council Chairperson Award - *Angela Scignaro*, Co-Chair of the St. James Catholic School Council was presented with the 2008 –2009 Catholic School Council Chairperson Award in recognition of her efforts and dedication to her school and school system, excellence in performance of duties, leadership, relationship with fellow council members, administration, teachers and students, and involvement with the community.
 - b. Catholic Student Council Leadership Award - *Michael Lapain*, Prime Minister of the Student Council at Cardinal Carter Catholic Secondary School was presented with the 2008 – 2009 Catholic School Student Council Leadership Award in recognition of his overall efforts and dedication to his school, excellence in performance of duties, leadership, relationship with fellow students and involvement with the community.
 - c. Recognition of 2008-09 Student Trustees - Student Trustees *Chynna Resendes* and *Nils Lau* were presented with a plaque in appreciation of their commitment and dedication to their role as Catholic leaders within our student body and the broader school communities during the 2008-2009 school-year.
 - d. Catholic Character Development Initiative - Our Journey to Holiness 2009 Student Awards

The Board's Catholic Character Development initiative "*Our Journey to Holiness*," introduced at the beginning of the 2008 - 09 school year, highlights Catholic themes, virtues and beliefs from Junior Kindergarten through to Grade 12. Each grade level highlights its specific faith focus in the form of a Catholic theme, virtue and belief statement, interwoven into the Ontario

Catholic Graduation Expectations. The 2009 “*Our Journey to Holiness*” Student Awards were presented as follows: *Danielle Robinson*, was presented with the Grades JK – 3 Student Award for exemplifying one or more virtues of Goodness, Kindness, Belonging, Gratitude and Faithfulness; *Maddy Morin* was presented with the Grades 4 – 6 Student Award for exemplifying one or more virtues of Compassion, Respect and Knowledge; *James Mallare* was presented with the Grades 7 and 8 Student Award for exemplifying Wisdom and Courage; *Laura Limarzi* was presented with the Grades 9 and 10 Student Award for exemplifying Integrity and Discipleship; and, *Chynna Resendes*, was presented with the Grade 11 - 12 Student Award for exemplifying Humility and Justice.

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, May 26, 2009

Moved by Trustee Soulliere and seconded by Trustee DiMenna that the minutes of the Committee of the Whole Board In-Camera meeting of May 26, 2009 be adopted as distributed. Carried.

- ii) Minutes of Regular Meeting, May 26, 2009

Moved by Trustee Keane and seconded by Trustee Soulliere that the minutes of the Regular Board meeting of May 26, 2009 be adopted as distributed. Carried.

b. Items from the In-Camera Meeting of June 9, 2009

Trustee DiMenna reported the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board meeting on June 9, 2009 pursuant to the Education Act - Section 207, to consider specific personnel, pupil, real property matters, litigation matters and other matters permitted or required to be kept private and confidential under the Freedom of Information and Protection of Privacy Act. Trustees Holland and Porcellini declared a conflict of interest during the In-Camera Session and did not participate in the relevant discussion items.

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 June 9, 2009 be approved. Carried.

Trustee DiMenna announced the following from the In-Camera Meeting of June 9, 2009:

- receipt of the Administrative Staff Report on hiring, leave of absence, return from leave of absence, retirement and resignation of staff, dated June 9, 2009
- approval to proceed with an extension to a Parking Lease Agreement for Christ the King Catholic Elementary School, effective September 8, 2009 to June 30, 2010

- the appointment of Dawn Herdman as Science Department Head at St. Anne Catholic High School, effective September 1, 2009
- the appointment of Michael Masse as Science Department Head at St. Joseph's Catholic High School, effective September 1, 2009
- the appointment of Michelle Geiger as Guidance Department Head at Catholic Central High School, effective September 1, 2009
- the appointment of Jim Kittl as Business Studies / Co-op Department Head at Assumption College Catholic High School, effective September 1, 2009
- the appointment of Shelley Donnelly as Special Education Coordinator, for a three (3) year term effective September 2009 to June 2012
- the appointment of Michelle Chevalier, Fran Hall, Chris Merritt, and Jackie O'Bright as Centrally Assigned Elementary Literacy and Numeracy Teachers (Board Strategy Team) for three-year terms, effective September 2009 to June 2012

10. Communications:

a. External (Associations, OCSTA, Ministry):

- i) WALK-ON: City of Windsor Council Meeting Agenda Item re Ward Boundary Review Recommendations

Trustees received a report that will appear on the June 15 City of Windsor Council Meeting Agenda outlining three recommended options to change the present ward boundary configuration for the electoral systems to be effective for the 2010 municipal elections. **Moved by Trustee Keane and seconded by Trustee DiMenna that the Board receive the City of Windsor Council Meeting Agenda Item re Ward Boundary Review Recommendations as information. Carried.**

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 June 9, 2009 for information. Carried.
- ii) Report: Preliminary 2009 – 10 Budget (*Handout was at trustee places and previously provided to trustees electronically*)

Superintendent Iatonna reported that the line-by-line accounting of the draft budget will be provided under separate cover later in the week. Trustees received an overview of the 2009-10 Grants for Students Needs, provisions of Provincial Framework Agreement affecting the budget, other funding enhancements and changes, Ministry of Education constraint measures, enrolment trends and budget challenges. **Moved by Trustee Holland and seconded by Trustee Soulliere the Board receive for information the 2009-10 Final Draft Budget background document, with the schedule of the budget by account to be provided at a later date, and refer the Budget to the June 22, 2009 Board meeting for approval. Carried.**

iii) Report: 2008 - 09 Child Care Advisory Committee Annual Report
Moved by Trustee Porcellini and seconded by Trustee DiMenna that the Board receive the 2008-09 Child Care Advisory Committee Annual Report as information. Carried.

iv) Report: Play Surface Materials – Rubber Chips and Rubberized Surfaces

In follow-up to the April 28, 2009 Play Surface Material Standard - Rubber report, trustees received an administrative report providing additional information regarding rubber chips and environmental information regarding rubberized play surfaces. The deferred report recommending the use of rubber play surface material as a standard in all new play structure installations will be brought forward in the fall 2009 following notification to and consultation with school councils.

Moved by Trustee DiMenna and seconded by Trustee Keane that the Board receive the report Rubber Chips and Environmental analysis of Rubberized play surfaces as information. Carried.

11. Unfinished Business: Nil.

12. New Business:

a. Field Trips:

i) St. Louis Catholic School - East Park, London

Moved by Trustee DiMenna and seconded by Trustee Holland that the Board approve the St. Louis Catholic Elementary school's field trip to East Park in London, Ontario on June 17, 2009. Carried.

ii) Cardinal Carter Catholic High School - Chrystal Falls, ON

Moved by Trustee DiMenna and seconded by Trustee Holland that the Board approve Cardinal Carter's Catholic Secondary School Field Trip to Crystal Falls, ON from Monday, June 15 – Sunday, June 21, 2009. Carried.

iii) St. Thomas of Villanova Catholic Secondary School - Monte Verde, Costa Rica

Moved by Trustee DiMenna and seconded by Trustee Holland that the Board approve the St. Thomas of Villanova Catholic Secondary School field trip to Cloud Forest, Monteverde, Costa Rica from May 24, 2010 to May 31, 2010. Carried.

iv) St. William Catholic School - Canada's Wonderland

Moved by Trustee DiMenna and seconded by Trustee Holland that the Board approve the St. William Catholic Elementary school's field trip to Canada's Wonderland on June 23, 2009. Carried.

v) WALK-ON: St. Theresa Catholic Elementary School (*Handout was previously provided to trustees.*)

Moved by Trustee DiMenna and seconded by Trustee Holland that the Board approve the St. Theresa Catholic Elementary School field trip to Pelee Island on June 11, 2009. Carried.

- b. Report: New Board Policy - A: 30 Privacy (*for approval in principle*)

Trustees received an administrative report indicating this new Draft Policy has been developed to ensure that when the Board is collecting, using, retaining and disclosing personal information in the course of meeting its duties and responsibilities, it does so in a manner that protects privacy and complies with the provisions of the Education Act, the Municipal Freedom of Information and Protection of Privacy Act, and all other related legislation. The draft policy will be presented for final Board approval at the June 22, 2009 Regular Board meeting.

Moved by Trustee Holland and seconded by Trustee Soulliere that the Board approve in principle Draft Board Policy A: 30 Privacy. Carried.

- c. Report: Board Policy Amendment - SC: 08 Child Abuse (*for final approval*)

Moved by Trustee Porcellini and seconded by Trustee Holland that the Board provide final approval to Draft Policy SC: 08 Child Abuse Reporting;

and, that the Board receive as information Procedure Pr SC: 08 Procedure for Reporting Suspected Child Abuse/Maltreatment. Carried.

- d. Report: Employee Assistance Program (EAP) Services Request for Proposal

Moved by Trustee DiMenna and seconded by Trustee Holland that the Board contract Shepell.fgi for the provision of services related to the Board's Employee Assistance Program (EAP) at a base cost of \$64,400 plus GST per year as a charge to Account No. 59-307001-6-000, effective September 30, 2009 for an initial period of three years with an option to extend the contract if mutually agreeable. Carried.

- e. Report: Good Places to Learn (GPL) - Stage 3 Status Report

Trustees received an administrative report providing an update on the Good Places to Learn (GPL) Stage 3 project list approved by the Board on June 23, 2008.

Moved by Trustee Soulliere and seconded by Trustee Holland that the Board receive the Good Places to Learn - Stage 3 Status Report and approve the revised project list. Carried.

- f. Report: Good Places to Learn (GPL) - Stage 4 Project List

Trustees received an administrative report indicating the Ministry of Education has provided funding for a fourth stage to the Good Places to Learn (GPL) program in order to continue to assist school boards with addressing high and urgent school renewal needs.

Moved by Trustee DiMenna and seconded by Trustee Holland that the Board approve the Good Places to Learn - Stage 4 Project List in the amount of \$2,140,427, representing the full allocation from the Ministry of Education for Stage 4. Carried.

- g. Report: Tender - Boiler Replacement and Heating Ventilating Air Conditioning (HVAC) Upgrades for St. Angela Catholic Elementary School

Moved by Trustee Porcellini and seconded by Trustee Soulliere that the Board approve the award of tender and the issuance of a purchase order contract for the Boiler Replacement and HVAC upgrade for St. Angela Elementary School to Haller Mechanical Contractors Inc. at the submitted bid amount of \$1,162,830.00 plus GST as a charge to the Good Places to Learn - Stage 3 Program Account No. 054-76-759853-6-000. Carried.

- h. Report: 2008 – 09 Capital Renewal Program - Revised Project List (*Handout was previously provided to trustees.*)

Trustees received an administrative report providing a revised listing of 2008-09 Capital Renewal projects for the Board's approval as well as a summary of the status of the 2008-09 Capital Renewal program as of May 31, 2009.

Moved by Trustee Holland and seconded by Trustee Soulliere that the Board receive the status report on the 2008-09 Capital Renewal Program and approve the revised project list. Carried.

13. Committee Reports:

- a. Report: High School Council Meeting Notes of April 16, 2009
Moved by Trustee Porcellini and seconded by Trustee DiMenna that the Board receive the report for the April 16, 2009 High School Council meeting as information. Carried.
- b. Report: Ad Hoc East Windsor Accommodation Review Committee (*Handout was distributed and previously provided to trustees electronically.*)
Moved by Trustee Holland and seconded by Trustee DiMenna that the Board receive the Ad Hoc East Windsor Accommodation Review Committee - Update as information. Carried.
- c. Report: Ad Hoc West Windsor Accommodation Review Committee (*Handout was distributed and previously provided to trustees electronically.*)
Moved by Trustee DiMenna and seconded by Trustee Holland that the Board receive the Ad Hoc West Windsor Accommodation Review Committee - Update as information. Carried.

14. Notice of Motion - None.

15. Remarks and Announcements:

- a. Chairperson Alexander encouraged Trustees to attend the Employee Retirement Celebration that has been scheduled for June 12 and congratulated all this evening's award recipients.
- b. Director of Education Joseph Berthiaume provided comment on recent activities supporting the Board's strategic priorities: faith development and student achievement, and extended congratulations to students and staff of Holy Names High School on their Annual Walkathon that raised \$ 36,000 for local charities. Director Berthiaume reported the Education Quality and Accountability Office will be publicly releasing the Ontario Secondary School Literacy Test

(OSSLT) achievement results by school and school board and indicated the Windsor-Essex Catholic District School Board will be publicly releasing results and strategies for success at a special media briefing hosted by St. Joseph's Catholic High School tomorrow at 10:30 a.m.

c. Board Chaplain Fr. Brunet was not present for comments.

16. Remarks/Questions by Trustees

- Trustee Holland congratulated this evening's award recipients and thanked the organizers for tonight's presentations.
- Trustee Soulliere congratulated this evening's award recipients and commented they are a reflection of the good work going on in our schools.
- Trustee DiMenna commented on her attendance at the Mass for principals and vice-principals who have completed the mentoring program and congratulated all involved in this leadership initiative. Trustee DiMenna thanked all members of the Board's two Accommodation Review Committees for the extensive work they have done over the past few months.
- Trustee Porcellini congratulated this evening's award recipients, commented on her attendance at St. Michael's Alternate High School graduation Mass and celebration, and congratulated Principal Darlene Kennedy upon being awarded the 2009 J. F. Johnston Outstanding Educator Award.
- Student Trustee Resendes thanked the Board for the award she received tonight and expressed appreciation for their on-going support, commented on her attendance at the recent Ontario Student Trustee Association (OSTA-AÉCO) conference and congratulated fellow Student Trustee Lau on his election to the position of OSTA-AÉCO Director of Policy.
- Student Trustee Lau commented on his attendance at St. Michael's Alternate High School graduation Mass and celebration and at the recent student council luncheon with Bishop Fabbro.

17. Pending Items:

- a. Draft Board Policy H:07 Selection Process - Principals and Vice Principals (*Deferred from March 10, 2009*)
- b. Deferred Report (*Deferred from April 28, 2009*): Play Surface Material Standard – Rubber (P. Picard)

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.)*

- Tuesday, September 1, 2009
- Tuesday, September 15, 2009
- **Monday**, September 28, 2009 Special Meeting
(Windsor East Accommodation Review Report at F. J. Brennan Catholic High School)
- Tuesday, September 29, 2009 Special Meeting
(Windsor West Accommodation Review Report at Assumption College Catholic High School)
- Tuesday, October 13, 2009
- Tuesday, October 27, 2009

- Tuesday, November 10, 2009
- Tuesday, November 24, 2009
- Tuesday, December 1, 2009 (**Mass at 6:45 p.m. and Organizational Meeting at 7:30 p.m.**)
- Tuesday, December 8, 2009

20. Closing Prayer – The meeting closed with a prayer.

21. Adjournment - There being no further business, the Regular Board meeting of June 9, 2009 adjourned at 8:45 p.m.

Approved.

Fred Alexander
Board Chairperson

Joseph Berthiaume
Director of Education & Secretary-Treasurer