



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

REGULAR BOARD MEETING
Tuesday, December 8, 2009 at 7:00 p.m.
Windsor Essex Catholic Education Centre
John Paul II Boardroom

MINUTES

PRESENT

Trustees:

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

Regrets:

J. Macri

Administration:

J. Berthiaume (Resource)	G. Flood
C. Geml	P. King
M. Iatonna	P. Littlejohns
P. Picard	P. Murray
J. Braid	C. Norris
J. Bumbacco	S. O'Hagan-Wong
E. Byrne	J. Shea

Recorder:

D. Steffens

1. Call To Order - Chair Alexander called the meeting to order at 7:00 p.m.
2. Opening Prayer - Fr. Brunet opened the meeting with a prayer. Grade 8 music students from St. James and St. Francis Schools performed Christmas carols along with members of the Assumption College Catholic High School Band.
3. Recording of Attendance - Trustee Macri sent regrets due to his vacation schedule.
4. Approval of Agenda - Chair Alexander noted the following:
 - Page 2: Agenda Item 10a(ii) - correct typographical error to indicate the date on this correspondence item should be December 2, 2009

- Agenda Item 10b(iv) 2008 - 09 Financial and Operational Report (*Handout was at trustee places and previously provided to trustees electronically.*)
- Agenda Item 10b(vi) Director's Annual Report to the Community (*Handout was at trustee places.*)
- Agenda Item 12f Financial Statements for the Fiscal Year Ended August 31, 2009 (*Handout was at trustee places and previously provided to trustees electronically.*)

Moved by Trustee Soulliere and seconded by Trustee DiMenna that the December 8, 2009 Regular Board meeting agenda be approved as corrected. 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 items 10b(iv) 2008 - 09 Financial and Operational Report; 10v 2009 - 10 Revised Estimates; 12c Board Policy Review (*approval in principle*) - H:03 Hiring of Teachers; and, 12f Financial Statements for the Fiscal Year Ended August 31, 2009 due to her husband's employment and did not participate in the discussion or vote on any question raised on those items.

Trustee Courtney disclosed interest in relation to agenda items 10b(iv) 2008 - 09 Financial and Operational Report; 10v 2009 - 10 Revised Estimates; 12c Board Policy Review (*approval in principle*) - H:03 Hiring of Teachers; and, 12f Financial Statements for the Fiscal Year Ended August 31, 2009 due to her daughter's employment and did not participate in the discussion or vote on any question raised on those items.

Trustee Keane disclosed interest in relation to agenda items 10b(iv) 2008 - 09 Financial and Operational Report; 10v 2009 - 10 Revised Estimates; 12c Board Policy Review (*approval in principle*) - H:03 Hiring of Teachers; and, 12f Financial Statements for the Fiscal Year Ended August 31, 2009 due to his son and daughter's employment and did not participate in the discussion or vote on any question raised on those items.

7. Presentations:

- a. 2010 Chairperson's Address - Chair Alexander delivered his inaugural remarks as 2010 Chair of the Board indicating he is honoured and privileged to serve as Chair of the Board. Trustee Alexander reflected on challenges and successes of the past year and expressed his appreciation to the entire school community for their support and dedication to our Catholic school system. A transcript of the Chair's address will be posted to the Board's webpage at www.wecdsb.on.ca.
- b. 2010 Vice-Chair's Address - Vice-Chair DiMenna briefly addressed her fellow trustees and members of the audience and indicated that she is looking forward to another year of working together to serve the Catholic education community of Windsor and Essex County.
- c. Principal's Report on Student Achievement - Our Lady of the Annunciation Catholic Elementary School - Principal Ester Wilson was present to provide an overview of the strategies and initiatives in place at Our Lady of the Annunciation Catholic Elementary School to support faith development and student achievement.

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, November 24, 2009
Moved by Trustee Holland and seconded by Trustee Janisse that the minutes of the Committee of the Whole Board In-Camera meeting of November 24, 2009 be adopted as distributed. Carried.
- ii) Minutes of Regular Board Meeting, November 24, 2009
Moved by Trustee Keane and seconded by Trustee Soulliere that the minutes of the Regular Board meeting of November 24, 2009 be adopted as distributed. Carried.
- iii) Minutes of Organizational Meeting, December 1, 2009
Moved by Trustee DiMenna and seconded by Trustee Janisse that the minutes of the Organizational Board meeting of December 1, 2009 be adopted as distributed. Carried.

b. Items from the In-Camera Meeting of December 8, 2009

Vice-Chair DiMenna reported the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board meeting on December 8, 2009 pursuant to the Education Act - Section 207, to consider specific personnel, real property matters, and other matters permitted or required to be kept private and confidential under the Freedom of Information and Protection of Privacy Act.

Moved by Trustee DiMenna and seconded by Trustee Porcellini that the recommendations and directions of the Committee of the Whole Board at its in-camera meeting of December 8, 2009 be approved. Carried.

Vice Chair DiMenna made the following announcements:

- receipt of the Administrative Staff Report on hiring, leave of absence, return from leave of absence, retirement and resignation of staff, dated December 8, 2009
- a verbal report on the in-camera portion of the December 2, 2009 Audit Committee Meeting
- the following elementary principal placements effective January 1, 2010:
 - **Doris Baggio** from St. Christopher Catholic School to St. Joseph Catholic School
 - **Lisa Boudreau** from W. J. Langlois Catholic School to St. Christopher Catholic School
 - **Kevin Bellaire** from St. Joseph Catholic School to St. Angela Catholic School
 - **Joan Schell** from St. Angela Catholic School to W. J. Langlois Catholic School

10. Communications:

a. External (Associations, OCSTA, Ministry):

- i) Letter from the Ontario Catholic Schools Trustees' Association (OCSTA) to the Standing Committee on Finance & Economic Affairs, dated November 23, 2009 re: Bill 212, the *Good Governance Act, 2009*
Moved by Trustee Janisse and seconded by Trustee Soulliere that the Board receive the letter from the Ontario Catholic Schools Trustees' Association (OCSTA) to the Standing Committee on Finance & Economic Affairs, dated November 23, 2009 re: Bill 212, the *Good Governance Act, 2009* as information. Carried.
- ii) Letter from Kathleen Wynne, Minister of Education, dated December 2, 2009 re: Legislative Approval of Bill 177 *Student Achievement and School Board Governance Act, 2009*
Moved by Trustee Courtney and seconded by Trustee DiMenna that the Board receive the letter from Kathleen Wynne, Minister of Education, dated December 2, 2009 re: Legislative Approval of Bill 177 *Student Achievement and School Board Governance Act, 2009*. 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 December 8, 2009 as information. Carried.
- ii) Report: 2008 - 09 Annual Report on Trustee Expenses
Moved by Trustee Porcellini and seconded by Trustee Soulliere that the Board receive the 2008-09 Annual Report on Trustee Expenses as information. Carried.
- iii) Report: 2008 - 09 Property Disposition and Acquisition Summary
Moved by Trustee Janisse and seconded by Trustee Porcellini that the Board receive the Property Disposition and Acquisition Summary for 2008-09 as information. Carried.
- iv) Report: 2008 - 09 Financial and Operational Report - *Handout was provided to trustees and previously distributed electronically.*

Trustees received a report providing an update with respect to the progress of the Financial and Operational Plan previously approved on January 15, 2008. The Board implemented the plan to address the 2006-07 accumulated deficit and subsequent projected budget variances caused in part by declining enrolment, prevailing economic conditions and capital debt servicing. Through continued implementation of its Financial and Operational Plan, the Board continues to target the elimination of its accumulated deficit by the 2009-10 year-end.

Moved by Trustee Holland and seconded by Trustee Soulliere that the Board receive the 2008-09 Financial and Operational Plan Status Report as information. Carried.

- v) Report: 2009 - 10 Revised Estimates

Trustees received a report providing an update on the submission of the 2009-10 Revised Estimates to the Ministry of Education. The Ministry requires boards to submit Revised Estimates that are adjusted based on actual October 31st enrolment and that take into account any other changes that may have arisen since the preparation of the original Estimates submitted in June.

Moved by Trustee Janisse and seconded by Trustee Holland that the Board receive the administration report on the 2009-10 Revised Estimates as information. Carried.

- vi) Report: Director's Annual Report to the Community - *A copy of the Director's Annual Report to the Community 2009 was distributed.*

Moved by Trustee Holland and seconded by Trustee DiMenna that the Board receive the Director's Annual Report to the Community 2009 as information. Carried.

11. Unfinished Business:

- a. Notice of Motion: Trustee Courtney

Moved by Trustee Courtney and seconded by Trustee DiMenna that early in January, Administration begin gathering information for a report to the Board on the issuing of picture I.D. cards to all board employees, including occasional teachers. Surveys would be sent out to administration the Executive of all employee groups and School Councils. Current practices by other Boards as well as organizations in this area would also be included. The report would be due by the first meeting in March. Withdrawn by the mover with consent of the seconder.

Trustee Courtney brought forward her notice of motion and provided her rationale for the proposed system-wide issuance of employee photo identification. Discussion occurred on the current security processes utilized in schools, the effectiveness of photo identification, potential costs, and the functional purpose of the proposed survey.

Moved by Trustee Holland that the motion be amended to delete the wording after "...occasional teachers." *No seconder.*

Following further discussion, Trustee Courtney withdrew the motion.

In March 2010, administration will provide a detailed report to the Board with respect to the issue of enhanced security, including a comparison to methods utilized by other boards, policy and employee contractual implications, relevant legislative issues and potential cost estimates that may result from system-wide implementation of photo identification.

12. New Business:

a. Field Trips:

- i) St. Thomas of Villanova Catholic Secondary School - Europe
Moved by Trustee Holland and seconded by Trustee Janisse that the Board approve St. Thomas of Villanova Catholic Secondary School Field Trip to Europe: France and Italy from March 10 – 20, 2010. Carried.
 - ii) Cardinal Carter Catholic Secondary School and St. Joseph's Catholic High School - Quebec City
Moved by Trustee Holland and seconded by Trustee Janisse that the Board approve Cardinal Carter and St. Joseph's Catholic High Schools' Field Trip to Quebec City from Wednesday, February 3 to Saturday, February 6, 2010. Carried.
 - iii) F. J. Brennan Catholic High School - New York City
Moved by Trustee Holland and seconded by Trustee Janisse that the Board approve the F. J. Brennan Catholic High School field trip to New York City, New York from Thursday, April 29, 2010 to Sunday, May 2, 2010. Carried.
 - iv) St. Anne Catholic High School - Quebec City
Moved by Trustee Holland and seconded by Trustee Janisse that the Board approve the St. Anne Catholic High School field trip to Quebec City, Quebec from Thursday, February 11, 2009 to Sunday, February 14, 2010. Carried.
 - v) Holy Names Catholic High School - Quebec City
Moved by Trustee Holland and seconded by Trustee Janisse that the Board approve the Holy Names Catholic High School field trip to Quebec City, Quebec from Thursday, April 15, 2010 to Monday, April 19, 2010. Carried.
- b. Report: Board Policy Review (*approval in principle*) - (New) A:31 Accessibility Standards for Customer Service
Moved by Trustee Holland and seconded by Trustee DiMenna that the Board approve, in principle, Draft New Policy A: 31 Accessibility Standards for Customer Service. Carried.
 - c. Report: Board Policy Review (*approval in principle*) - H:03 Hiring of Teachers
Moved by Trustee Holland and seconded by Trustee Soulliere that the Board approve in principle Draft Amended Board Policy H: 03 Hiring of Teachers. Carried.
 - d. Report: Board Policy Review (*approval in principle*) - H:20 Performance Management Director of Education
Moved by Trustee DiMenna and seconded by Trustee Janisse that the Board approve in principle Draft Amended Board Policy H:20 Performance Management Director of Education. Carried.
 - e. Report: Board Policy Review (*approval in principle*) - SC:17 Video Security Surveillance
Moved by Trustee Holland and seconded by Trustee Porcellini that the Board approve in principle Draft Amended Policy SC:17 Video Security Surveillance. Carried.

- f. Report: Financial Statements for the Fiscal Year Ended August 31, 2009 - *Handout was provided to trustees and previously distributed electronically.*

Trustees received the financial statements for the fiscal year ending August 31, 2009. The accompanying Auditor's Report revealed no material concerns with the statements as prepared by Board administration.

Moved by Trustee Holland and seconded by Trustee DiMenna that the Board receive the Financial Statements for the fiscal year ended August 31, 2009 as information;

and, that the Board approve the transfer of \$174,256 from the Special Education Reserve to the Operating Fund in order to fund the net Special Education expenditures incurred during 2008-09 in the Operating Fund;

and, that the Board approve the transfer of \$3,984 from the Energy Efficient Schools Operating Reserve to the Operating Fund in order to fund the expenditures associated with the Energy Efficient Schools Project (operating component) incurred during 2008-09;

and, that the Board approve the transfer of \$366,211 from the Energy Efficient Schools Capital Reserve to the Operating Fund in order to fund the expenditures associated with the Energy Efficient Schools Project (small equipment and building component) incurred during 2008-09. Carried.

- g. Report: Ontario School Boards' Insurance Exchange (OSBIE) Insurance Premium – Year 2010

Administration will prepare a report for Committee of the Whole Board In-Camera with respect to claim experience affecting the increase in liability premiums.

Moved by Trustee Janisse and seconded by Trustee Holland that the Board approve payment in the amount of \$636,533.20, including PST as applicable, for the Ontario School Boards' Insurance Exchange Insurance Premium for the year 2010. Carried.

13. Committee Reports:

- a. Verbal Report: Audit Committee Meeting of December 2, 2009

Trustee Soulliere provided a brief verbal report on the discussion at the December 2, 2009 Audit Committee meeting. Formal minutes will be submitted to the Board at a future meeting.

- b. Report: French Immersion Advisory Committee Meeting of October 26, 2009

Moved by Trustee Janisse and seconded by Trustee Porcellini that the Board receive the Minutes of the October 26, 2009 French Immersion Advisory Committee meeting as information. Carried.

- c. Report: French Immersion Advisory Committee Meeting of November 23, 2009

Moved by Trustee Janisse and seconded by Trustee Porcellini that the Board receive the Minutes of the November 23, 2009 French Immersion Advisory Committee meeting as information. Carried.

The following recommendation stemming from the French Immersion Advisory Committee was brought forward for consideration by the Board of Trustees:

ORIGINAL MOTION: Moved by Trustee Janisse and seconded by Trustee Porcellini that the Board develop a five-year plan to expand the French Immersion Program within the Windsor-Essex Catholic District School Board, in conjunction with the phased implementation of the Ministry's full day early learning initiative.

Trustee Porcellini, Chair of the French Immersion Advisory Committee provided rationale on the recommendation of the Advisory Committee at its November 23, 2009 meeting. Trustee Porcellini further indicated the Committee encourages the Board to begin discussions for the development a long-term plan for expanding the French Immersion program and to explore the viability of developing it as a cornerstone program for the Board. The Committee agreed that the development of the long-term plan would be complemented by the five-year rollout of the provincial Early Learning Program initiative.

Trustees engaged in a lengthy debate and discussion as to clarification of the intent of the Committee's recommendation, additional background on the discussion at the Committee level, and the proposed timing of developing a long-term plan given the recent relocation of the county French Immersion program and the implementation of the province's Early Learning initiative.

MOTION TO REFER: Moved by Trustee Holland and seconded by Trustee Soulliere that the recommendation be referred back to the French Immersion Advisory Committee to allow for additional discussion around concerns of the Board of Trustees, and to develop specifics around their vision of the long term expansion strategy for Board consideration at a future date. *Defeated.*

AMENDED MOTION: Moved by Trustee Soulliere and seconded by Trustee Porcellini that the Board adopt the recommendation brought forward by the French Immersion Advisory Committee to develop a five-year plan to expand the French Immersion Program. *Carried.*

In the Fall of 2010, administration will provide a report to the Board providing a detailed review the current delivery provisions for the French Immersion program and further recommendations as to how to proceed with the development of a five-year plan for a proposed expansion of the program.

14. Notice of Motion - None.

15. Remarks and Announcements:

- a. Chairperson Alexander commended the Communications Coordinator on the third version of the *Across the Board* newsletter and wished everyone a blessed, peaceful Holy Christmas.
- b. Director of Education Berthiaume provided comment on recent activities supporting the Board's strategic priorities faith development and student achievement; community engagement and partnership activities. The Director and Chair received a plaque on behalf of the Board from the Do Good Divas formally recognizing the organization's generous donation to the Jumpstart Nutrition program in our schools.
- c. Board Chaplain Fr. Brunet reported he will be celebrating Advent Mass at the Catholic Education Centre on December 16, commended Chair Alexander and Director Berthiaume on their work over the past year, and wished everyone a Merry Christmas.

16. Remarks/Questions by Trustees

Trustees extended their best wishes to each other and the larger school community for a blessed, Holy and safe Christmas.

- Trustee Holland asked the Director to send out a note to principals regarding Christmas messaging for external signs, congratulated members of the Employee Wellness Committee upon being recognized in the 2009 Working Toward Wellness Healthy Workplace Award, and congratulated the staff of the business department for the work done over the past couple of years.
- Trustee Soulliere inquired into the status of a review of the condition of the St. Bernard (Windsor) School facility and the status of the board's Early Learning Program sites.
- Student Trustee Wolinski reported an initial joint meeting with student trustees from the coterminous school board.
- Student Trustee Timperio commented on several student activities and events being held to support local communities during the Christmas season.

17. Pending Items:

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

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, January 12, 2010
- Tuesday, January 26, 2010
- Tuesday, February 9, 2010

- Tuesday, February 23, 2010
- Tuesday, March 9, 2010
- Tuesday, March 30, 2010
- Tuesday, April 13, 2010
- Tuesday, April 27, 2010
- Tuesday, May 11, 2010
- Tuesday, May 25, 2010
- Tuesday, June 8, 2010
- **Monday**, June 21, 2010

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

21. Adjournment - There being no further business, the Regular Board meeting of December 8, 2009 adjourned at 9:28 p.m.

Approved

Fred Alexander
Board Chairperson

Joseph Berthiaume
Director of Education & Secretary-Treasurer