



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

REGULAR BOARD MEETING
Tuesday, January 12, 2010 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. Janisse	
N. Timperio, Student Trustee	
J. Wolinski, Student Trustee	

Regrets:

Rev. L. Brunet

Administration:

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

Recorder:

B. Marshall

1. Call To Order - Chair Alexander called the meeting to order at 7:38 p.m.
2. Opening Prayer - Meeting opened with a prayer.
3. Recording of Attendance - All trustees present. Fr. Brunet sends his regrets due to a prior commitment.
4. Approval of Agenda

Amendments:

- Handout of 12g City of Windsor Electoral Ward Boundaries for the 2010 Municipal Elections were at Trustees' places and previously sent to the trustees electronically.
- Walk-On Delegation Request: Frank Favot re Agenda Item 12g City of Windsor Electoral Board Boundaries for the 2010 Municipal Election.

Moved by Trustee Soulliere and seconded by Trustee Keane that the request from Frank Favot, rate payer, to speak as a delegation on agenda item 12g *City of Windsor Electoral Board Boundaries for the 2010 Municipal Election* be granted and added to the agenda as item 8b(i). *Carried.*

Moved by Trustee DiMenna and seconded by Trustee Keane that the January 12, 2010 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 12c *H:03 Hiring of Teachers* and 12j *Schools Boards' Co-operative Inc. - Workers' Compensation Assistance Program Renewal* due to her husband's employment and did not participate in the discussion or vote on any question raised on that item.

Trustee Macri disclosed interest in relation to agenda item 12c *H:03 Hiring of Teachers* and 12j *Schools Boards' Co-operative Inc. - Workers' Compensation Assistance Program Renewal* due to his son's employment and did not participate in the discussion or vote on any question raised on that item.

Trustee Courtney disclosed interest in relation to agenda item 12c *H:03 Hiring of Teachers* and 12j *Schools Boards' Co-operative Inc. - Workers' Compensation Assistance Program Renewal* due to her daughter's employment 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 12c *H:03 Hiring of Teachers* and 12j *Schools Boards' Co-operative Inc. - Workers' Compensation Assistance Program Renewal* due to his son and daughter's employment and did not participate in the discussion or vote on any question raised on that item.

As a matter of record, Trustee Macri disclosed interest in December 8, 2009 agenda items 10v *2009-10 Revised Estimates*; 12c *Board Policy Review - H:03 Hiring of Teachers*; and 12f *Financial Statements for Fiscal Year ended August 31, 2009* due to his son's employment and further indicated he was not present at the meeting.

7. Presentations:

a. Principal's Report on Student Achievement - Holy Names Catholic High School - Principal's Report on Student Achievement - Principal Kevin Hamlin and Vice Principals Rosemary McDougall and Sam Sleiman were present to provide an overview of the strategies and initiatives in place at Holy Names Catholic High School to support faith development and student achievement.

8. Delegations:

a. Delegation Regarding Items Not on the Agenda

- i. Windsor Italian Heritage Committee and Windsor's Community Museum – Gil Barichello, was present on behalf of the Windsor Italian Heritage Committee and Windsor's Community Museum to donate copies of their book "*Impronte: Italian Imprints in Windsor*" Italian Imprints in Windsor to the Board's library and one to each of the high schools' resource centre.

b. Delegations Regarding Items On the Agenda

- i. Delegation Frank Favot was present to speak to agenda item 12g City of Windsor Electoral Ward Boundaries for the 2010 Municipal Election. Mr. Favot provided comment on the newly formed ward boundaries and encouraged trustees to select an option that would best protect the interests of the city rate payers and potential candidates for the position of school board trustee.

9. Action Items:

a. Approval of Minutes

- i) Minutes of In-Camera Meeting, December 8, 2009
Moved by Trustee Janisse and seconded by Trustee Soulliere that the minutes of the Committee of the Whole Board In-Camera meeting of December 8, 2009 be adopted as distributed. Carried.
- ii) Minutes of Regular Board Meeting, December 8, 2009
Moved by Trustee DiMenna and seconded by Trustee Keane that the minutes of the Regular Board meeting of December 8, 2009 be adopted as distributed. Carried.

b. Items from the In-Camera Meeting of January 12, 2010

Vice Chair DiMenna reported that the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board meeting on January 12, 2010 pursuant to the Education Act - Section 207, to consider specific personnel, pupil, real property matters, labour relations matters, potential 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 Porcellini, Macri, Keane and Courtney declared a conflict of interest during the In-Camera Session and excused themselves from the relevant discussion.

Moved by Trustee Janisse and seconded by Trustee Soulliere that the recommendations and directions of the Committee of the Whole Board at its in-camera meeting of January 12, 2010 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 January 12, 2010
- deferral of discussion on a request to lease the former St. Anne High School
- receipt of Audit Committee Meeting of December 2, 2009

10. Communications:

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

b. Internal (Reports from Administration):

i) Report: Administrative Staff Report

Moved by Trustee Holland and seconded by Trustee Janisse that the Board receive the Administrative Staff Report on hiring, retirement and resignation of staff dated January 12, 2010 as information. Carried.

ii) Report: Peer Assisted Literacy Strategies (PALS): System Review & Update

Dr. Erin Picard joined Superintendent Geml to present an update on Peer Assisted Literacy Strategies (PALS). Trustees received background information on the program from inception to current practices. The Response to Intervention (RTI) is a three tiered service delivery system designed to assist students across curriculum and special education needs involving both math and reading.

Moved by Trustee Janisse and seconded by Trustee Porcellini that the Board receive the Peer Assisted Literacy Strategies (PALS): System Review & Update as information. Carried.

iii) Verbal Report: Transportation Consortium Update

A verbal report and electronic presentation on the Transportation Consortium was provided. Superintendent Iatonna met with the Ministry and our coterminous boards to review the Effectiveness and Efficiency of the Transportation Consortium. Topics included the history of transportation services to present practices involving staff, improvements to system, and items in progress. A transportation policy concerning student courtesy rides is in its initial stage and once completed will be brought forward to the board.

iv) Verbal Report: St. Francis/St. James Integration Committee Update

Trustees received a report on the St. Francis/St. James Integration Committee activities. Surveys were distributed to St. Francis parents and over 92% of the families have indicated they will be attending St. James. Trustees were also informed a number of community building activities that have been put in place to assist the St. Francis students in the transition.

- v) Verbal Report: Ministry of Education's Early Learning Program - Selected Sites

Superintendent Geml reported on the Ministry of Education's Early Learning Program and the selected school sites. The schools selected were H.J. Lassaline, Our Lady of Perpetual Help, Our Lady of Annunciation, St. Angela, St. James, St. Louis, and W. J. Langlois. Parent information nights will be scheduled at each school.

- vi) Report: 2008 - 09 School Budget Status Report

Superintendent Iatonna reported that school budget allotments will be revisited following the finalization of the revised estimates.

Moved by Trustee Holland and seconded by Trustee Macri that the Board receive the 2008-2009 School Budget Status Report as information. Carried.

- vii) Report: Trustee Attendance July – December 2009

Moved by Trustee Macri and seconded by Trustee Keane that the Board receive the Trustee Attendance July - December 2009 as information. Carried.

- viii) Verbal Report: Erie St. Clair Community Care Access Centre (CCAC) Draft Strategic Plan

Superintendent Geml reported the Erie St. Clair Community Care Access Centre (CCAC), is currently partaking in a review of their Strategic Plan and delivery model and further indicated the potential service cuts will affect the board's families and students. The CCAC will be seeking public consultation during August 2010. Due to the inability to reach parents during the month of August, administration has asked the Ontario Ministry of Health and Long-Term Care for an extension for parental feedback.

11. Unfinished Business: None.

12. New Business:

- a. Field Trips: None.

- b. Report: Board Policy Review (*final approval*) - New Policy A:31 Accessibility Standards for Customer Service)

Moved by Trustee Holland and seconded by Trustee Janisse that the Board provide final approval for Policy A:31 Accessibility Standards for Customer Service. Carried.

- c. Report: Board Policy Review (*final approval*) - H:03 Hiring of Teachers

Moved by Trustee Holland and seconded by Trustee DiMenna that the Board provide final approval for Policy H:03 Hiring of Teachers. Carried.

- d. Report: Board Policy Review (*final approval*) - H:20 Performance Management Director of Education

Moved by Trustee Soulliere and seconded by Trustee Macri that the Board provide final approval for Policy H:20 Performance Management Director of Education. Carried.

- e. Report: Board Policy Review (*final approval*) - SC:17 Video Security Surveillance
Moved by Trustee Macri and seconded by Trustee Holland that the Board provide final approval for Policy SC:17 Video Security Surveillance. Carried.
- f. Report: Board Policy Review (*approval in principle*) - T:01 Student Trustee
Moved by Trustee Holland and seconded by Trustee Soulliere that the Board approve in principle Draft Policy T:01 Student Trustee. Carried.
- g. Report: City of Windsor Electoral Ward Boundaries for the 2010 Municipal Election
Handout was provided at trustees places and previously distributed electronically.

Trustees discussed the options presented in the report and moved to approve Option 2d which was provided in the handout.

Moved by Trustee Holland and seconded by Trustee Janisse that the Board approve Option 2d as a suitable option for elected representation in the City of Windsor for the 2010 Election to the Windsor-Essex Catholic District School Board. Carried.

Recorded vote: In Favour: Trustees Janisse, Holland, Soulliere, DiMenna, Porcellini, and Macri. Opposed: Trustee Keane. Abstained: Trustee Courtney.

- h. Report: 2010 Temporary Borrowing Resolution - Annual Expenditures

Trustees received a report indicating that a Temporary Borrowing Resolution is approved annually authorizing a limit that the Board may borrow to finance the calendar year's expenditure. The short-term loan is required to bridge finance the Board's capital expenditures that will ultimately be debentured and finance operations when expenses exceed revenues, a situation that occurs at the end of every calendar quarter due to the time lag in receiving the tax levy payments from municipalities.

Moved by Trustee Soulliere and seconded by Trustee Holland that the Board approve the 2010 Temporary Borrowing Resolution (deemed to be read three times) authorizing the Board to borrow up to \$78,600,000 to meet, until current revenues are collected, the current expenditures of the Board for 2010. Carried.

2010 TEMPORARY BORROWING RESOLUTION - ANNUAL EXPENDITURES

WHEREAS the Windsor-Essex Catholic District School Board (the "Board") considers it necessary to borrow the amount of up to \$78,600,000 to meet, until current revenues are collected, the current expenditures of the Board for 2010.

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.

THEREFORE, BE IT RESOLVED THAT

1. The Chairperson, Vice-Chairperson or Secretary-Treasurer of the Board are hereby authorized on behalf of the Board to borrow from time-to-time by way of Promissory Note a sum or sums

not exceeding the aggregate \$78,600,000 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 Secretary-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 plus 100 basis points.

2. The Secretary-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 comprising the current revenues of the Board hereafter received.
 3. The Secretary-Treasurer of the Board 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 estimates have not been adopted, the estimated revenues of the previous year less any current revenues already collected.
- i. Report: 2010 Temporary Borrowing Resolution - Permanent Improvements

Trustees received a report indicating that a separate resolution is required to segregate the capital portion of the loans in the amount of \$49,000,000 to bridge financing until a debenture is issued.

Moved by Trustee Janisse and seconded by Trustee DiMenna that the Board approve the 2010 Temporary Borrowing Resolution – Permanent Improvements (deemed to be read three times) authorizing the Board to borrow \$49,000,000 to bridge finance the permanent improvements as detailed in Schedule A of the Resolution. Carried.

2010 TEMPORARY BORROWING RESOLUTION - PERMANENT IMPROVEMENTS

WHEREAS the Windsor-Essex Catholic District School Board (the “Board”) is permitted 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 Resolution.

AND 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 permanent improvements is within the Board’s Debt and Financial Obligation Limit as established by the Ministry of Education and Training.

THEREFORE, BE IT RESOLVED THAT:

1. The Chairperson, Vice-Chairperson or Secretary-Treasurer of the Board are hereby authorized on behalf of the Board to borrow \$49,000,000 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 Chairperson, Vice-Chairperson or Secretary-Treasurer of the Board are hereby 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.
- j. Report: School Boards' Co-Operative Inc. – Workers' Compensation Assistance Program Renewal

Moved by Trustee Holland and seconded by Trustee DiMenna that the Board approve the School Boards' Co-Operative Inc. – Workers' Compensation Assistance Program Renewal. Carried.

13. Committee Reports:

- a. Report: Audit Committee Meeting Notes of December 2, 2009
Moved by Trustee DiMenna and seconded by Trustee Janisse that the Board receive the Audit Committee Meeting Notes of December 2, 2009 as information. Carried.
- b. Report: Special Education Advisory Committee (SEAC) Meeting Minutes of September 17, 2009
Moved by Trustee Holland and seconded by Trustee Soulliere that the Board receive the Special Education Advisory Committee (SEAC) Meeting Minutes of September 17, 2009 as information. Carried.

14. Notice of Motion: None.

15. Remarks and Announcements:

- a. Chairperson Alexander: Welcomed everyone back and wished them a successful year.
- 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, and congratulated Most Reverend William McGrattan on his Episcopal Ordination as Auxiliary Bishop of Archdiocese of Toronto. The Director thanked our Board for their representation at the mass of Rosemary Limarzi with a special thank you to Holy Names Music students for the music.
- c. Board Chaplain - Fr. Brunet sent regrets this evening.

16. Remarks/Questions by Trustees
 - Trustee Janisse wished everyone a Happy New Year.
 - Trustee Keane commented on the Mass held at Assumption Church that was attended by both school communities, St. Francis and St. James, and indicated the principals have asked the students from both schools to think of a new logo and colour.
 - Trustee Porcellini welcomed the new Executive Assistant to the Board, and thanked Walter Spencer Robinson for his time and support of a local football player.
 - Trustee Courtney welcomed the new Executive Assistant to the Board and thanked principals who have been attending board meetings.
 - Student Trustee Wolinski commented on the Grade 11 system-wide faith retreat that will be held on Thursday and Friday, and mentioned Catholic Central's blood donation clinic was held today.
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 - The Board reconvened to In-Camera Committee of the Whole meeting following adjournment.
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 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 - Chair Alexander closed the meeting with a prayer.
21. Adjournment at 10:01 p.m.

Approved

Fred Alexander
Board Chairperson

Joseph Berthiaume
Director of Education & Secretary-Treasurer