



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

**REGULAR BOARD MEETING**  
**Monday, June 21, 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 ( <i>participated electronically</i> )	L. Soulliere
C. Janisse	
N. Timperio, Student Trustee	
J. Wolinski, Student Trustee	
Rev. L. Brunet, Board Chaplain	

**Regrets:**

**Administration:**

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

**Recorder:** B. Marshall

1. Call To Order - Chair Alexander called the meeting to order at 7:22 p.m.
2. Opening Prayer - Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance - All trustees present. Trustee Holland participated electronically.
4. Approval of Agenda - Chair Alexander noted that the handout for item 12g Long Term Financing Debenture Permanent Unfinanced Capital Projects is at trustee places and was previously provided to trustees electronically.

**Amendments:**

DELETION: Item 10(b)( ii) Special Education Plan Amendments 2010

**Moved by Trustee Holland and seconded by Trustee DiMenna that the June 21, 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 Courtney disclosed interest in relation to agenda item 7b On-line Community Use of School Program due to her employment and did not participate in the discussion or vote on any question raised on that item.

Trustee Holland disclosed interest in relation to agenda item 10a(v) Focus on Youth due to a family member applying for a position and did not participate in the discussion or vote on any question raised on that item.

7. Presentations:

a. Our Lady of Perpetual Help Drummers- Instrumental Music Teacher Cori McGuire and students from Our Lady of Perpetual Help performed a drum piece followed by “We Want to See Jesus Lifted High.”

b. On-Line Community Use of School Program - Annamaria Easby, Outreach Co-ordinator/ Accounting Supervisor of Facilities Services demonstrated the recently implemented on-line Community Use of School program. Community members interested in renting school facilities are now able to access this on-line program through our board website beginning in September.

c. Employee Wellness Program - Walking Challenge Winners - The Windsor-Essex Catholic District School Board’s Employee Wellness Program encouraged staff to participate in the Walking Challenge during the month of May. The winning site, F. J. Brennan Catholic Secondary School staff walked 17,174.06 km. Representatives from Brennan received a plaque from Paulette Littlejohns, Senior Manager Facilities and Support Services.

d. Student Trustees Nadia Timperio and Joanna Wolinski Activities of the Past Year - Student trustees Nadia Timperio and Joanna Wolinski presented to the board their past year activities.

8. Delegations: None

a. Delegation Regarding Items Not on the Agenda

b. Delegations Regarding Items On the Agenda

9. Action Items:

a. Approval of Minutes

i) Minutes of In-Camera Meeting, June 8, 2010

**Moved by Trustee Janisse and seconded by Trustee Soulliere that the minutes of the Committee of the Whole Board In-Camera meeting of June 8, 2010 be adopted as distributed. Carried**

- ii) Minutes of Regular Board Meeting, June 8, 2010

**Moved by Trustee Keane and seconded by Trustee DiMenna that the minutes of the Regular Board meeting of June 8, 2010 be adopted as distributed. Carried**

- b. Items from the re-convened in-camera meeting of June 8, 2010 and the in-camera meeting June 21, 2010

Vice Chair DiMenna reported that the Windsor-Essex Catholic District School Board re-convened a closed Committee of the Whole Board in-camera meeting on June 8, 2010 pursuant to the Education Act - Section 207, to consider specific personnel matters required to be kept private and confidential under the Freedom of Information and Protection of Privacy Act.

In addition, the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board meeting on June 21, 2010 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 Soulliere that the recommendations and directions of the re-convened Committee of the Whole Board in-camera meeting of June 8, 2010 and the convened Committee of the Whole Board in-camera meeting of June 21, 2010 be approved.**

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 June 21, 2010
- the extension of the appointment of Betty Brush as Catholic Studies, Religion and Family Life Consultant for an additional three (3) year term, effective September 2010 to June 2013;
- the extension of the appointment of Ken McCarthy and Ellen Sebben-Cerchie as Special Education Coordinators for an additional three (3) year term, effective September 2010 to June 2013;
- the extension of the appointment of Suzanne Garneau as Board Literacy and Numeracy Consultant for an additional three (3) year term, effective September, 2010 to June 2013

10. Communications:

- a. External (Associations, OCSTA, Ministry): None
- b. Internal (Reports from Administration):
- i) Report: Administrative Staff Report

**Moved by Trustee Janisse and seconded by Trustee DiMenna that the Board receive the Administrative Staff Report on hiring, retirement and resignation of staff dated June 21, 2010 as information. Carried**

- ii) Report: Special Education Plan Amendments 2010 (*Deleted from agenda*)

iii) Report: Ontario Secondary School Literacy Test (OSSLT) Results

Trustee Macri congratulated administration and staff on the results and wished them continued success.

**Moved by Trustee Macri and seconded by Trustee DiMenna that the Board receive the Windsor-Essex Catholic District School Board: Ontario Secondary School Literacy Test (OSSLT) Results 2010 report as information. Carried**

iv) Report: Joint Health and Safety Committee (JHSC) 2010 Annual Report

**Moved by Trustee Soulliere and seconded by Trustee Keane that the Board receive the Joint Health and Safety Committee (JHSC) 2010 Annual Report as information. Carried**

v) Report: Summer Jobs and Focus on Youth Program 2010

**Moved by Trustee DiMenna and seconded by Trustee Janisse that the Board receive as information, the listing of Summer Jobs and Focus on Youth Program for students, 2010. Carried**

11. Unfinished Business:

a. Notice of Motion:

Trustee Macri: *“At the next regular scheduled meeting of the Board, Trustee Macri will move or cause to be moved, to form an enrolment committee composed of trustees and administrative staff to study and assess the issue of declining enrolment and to make recommendations to the board with respect to maintaining and increasing our enrolment compliment.”*

**Moved by Trustee Macri and seconded by Trustee Soulliere that the board form an enrolment committee composed of trustees and administrative staff to study and assess the issue of declining enrolment and to make recommendations to the board with respect to maintaining and increasing our enrolment compliment. Carried**

12. New Business:

a. Field Trips:

i) Report: St. Thomas of Villanova Catholic Secondary School - Field Trip to Quebec City, February 11-15, 2011

**Moved by Trustee Janisse and seconded by Trustee Keane that the Board approve the St. Thomas of Villanova Catholic Secondary School field trip to Quebec City, February 11 to 15, 2011. Carried**

ii) Report: St. Thomas of Villanova Catholic Secondary School - Field Trip to Bowling Green, Ohio, November 26-28, 2010

**Moved by Trustee Janisse and seconded by Trustee Keane that the Board approve the St. Thomas of Villanova Catholic Secondary School field trip to Bowling Green, Ohio, November 26-28, 2010. Carried**

- b. Report: Board Policy Review (*approve in principle*) Amended Policy ST: 23 Assessment, Evaluation and Reporting - Grades 1 to 12

**Moved by Trustee Macri and seconded by Trustee DiMenna that the Board approve, in principle, Draft Amended Board Policy ST:23 Assessment, Evaluation and Reporting - Grades 1 to 12. Carried**

- c. Deferred and Revised Report: Board Policy Review (*approval in principle*) Draft Policy B:08 Facility Partnerships

**Moved by Trustee Porcellini and seconded by Trustee Holland that the Board defer Draft New Board Policy B:08 Facility Partnerships. Carried**

- d. Report: Board Policy Review (*final approval*) New Policy SC:19 Environmental Education

Trustee Holland would like to add the word stewardship in various areas of the document.

Moved by Trustee Porcellini and seconded by Trustee DiMenna that the Board provide final approval to Draft New Board Policy SC:19 Environmental Education.

*and*, that the Board receive Administrative Procedure Pr SC:19 Environmental Education as information. *Deferred*

**DEFERRED MOTION:**

**Moved by Trustee Macri and seconded by Trustee DiMenna that the Board defer Draft New Board Policy SC:19 Environmental Education;**

***and*, that the Board defer the Administrative Procedure Pr SC:19 Environmental Education as information. Carried**

- e. Report: Tender Approval - St. John Catholic Elementary School Play Area

**Moved by Trustee Keane and seconded by Trustee Courtney that the Board approve the award of tender and the issuance of a purchase order contract for the play area at St. John Catholic Elementary School to Quinlan Inc. at the submitted bid amount of \$138,670.00 plus applicable taxes to be funded from the 2009-10 School Renewal Allocation account 117-72-766846-6-000. Carried**

- f. Report: Tender Approval - St. Gregory Catholic Elementary School Boiler Replacement

**Moved by Trustee Janisse and seconded by Trustee Keane that the Board approve the award of tender and the issuance of a purchase order contract for the boiler replacement at St. Gregory Catholic Elementary School to Lekter Industrial Services at the submitted bid amount of \$168,720.00, plus applicable taxes to be funded from the Good Places to Learn Stage 3 Allocation (GPL 3) account 055-76-759844-6-000. Carried**

- g. Report: Long Term Financing Debenture Permanent Unfinanced Capital Projects (*Handout at trustees places and previously provided to trustees electronically*)

Windsor-Essex Catholic District School Board  
**BY-LAW NUMBER 2010-2**

A by-law to authorize a loan from the Ontario Financing Authority in the principal amount of \$29,460,559 pursuant to a loan agreement under section 7 of Ontario Regulation 41/10

**WHEREAS** subsection 247 (1) of the *Education Act* R.S.O. 1990, c. E.2, as amended (the “**Education Act**”) and the regulations made thereunder, provides that, subject to any other provision of the *Education Act* and, specifically, the regulations made under subsections 242 (1) and 247 (3) of the *Education Act*, a district school board may by by-law borrow money or incur debt for permanent improvements and may issue or execute any instrument prescribed under clause 247 (3) (f) of the *Education Act* in respect of the money borrowed or the debt incurred;

**AND WHEREAS** section 7 of Ontario Regulation 41/10 (the “**Regulation**”), provides that (1) a board may by by-law borrow money for permanent improvements by way of a loan from the Ontario Financing Authority with an initial maturity of more than one year and that (2) a board that obtains a loan mentioned in subsection 12 (1) shall ensure that the proceeds of it are used for permanent improvements;

**AND WHEREAS** the Windsor-Essex Catholic District School Board (the “**Board**”), which under the *Education Act* constitutes a district school board, has received funding under the program referred to as the New Pupil Places Program to fund capital projects with respect to instructional spaces at existing elementary and secondary schools, and to construct new elementary and secondary schools for the board, some of which projects are described in Schedule “A” attached to the Loan Agreement, as hereinafter defined (individually an “Eligible Project”, collectively the “Eligible Projects”) and each Eligible Project constitutes a “permanent improvement” as defined in subsection 1(1) of the *Education Act*. In the event that the Board will borrow the principal amount of \$29,460,559 under the said Loan Agreement in respect of a single Eligible Project, the term “Eligible Projects” means that Eligible Project;

**AND WHEREAS** the Board has in part financed the Eligible Projects by way of temporary borrowing from a financial institution or from a reserve account of the Board and the Board intends to borrow money from the Ontario Financing Authority for the purpose of financing the Eligible Projects on a long-term basis, and in this connection the Board intends to borrow by way of a loan with an initial maturity of more than one year from the Ontario Financing Authority the principal amount of \$29,460,559 (the “**Loan**”) pursuant to a loan agreement in the form attached hereto as Schedule “A” (the “**Loan Agreement**”) which Loan Agreement constitutes an instrument prescribed under clause 247 (3) (f) of the *Education Act* and which sets out the terms and conditions on which the Ontario Financing Authority will make the Loan available to the Board;

**NOW THEREFORE THE WINDSOR-ESSEX CATHOLIC DISTRICT SCHOOL BOARD ENACTS AS FOLLOWS:**

1. The Board hereby authorizes the Loan on the basis that it constitutes a loan under section 7 of the Regulation and authorizes the entering into of the Loan Agreement that is prescribed for the purposes of clause 247(3)(f) of the *Education Act*.

2. The Board is hereby authorized to enter into the Loan Agreement pursuant to which the Loan will be made available to the Board and the Chair of the Board and the Treasurer of the Board are hereby authorized to execute for and on behalf of the Board the Loan Agreement which provides for instalments of combined (blended) principal and interest as hereinafter set forth, substantially in the form of Schedule "A", with such changes thereto as may be suggested by the Ontario Financing Authority and as such authorized officials of the Board shall approve.
3. The Director of Education of the Board, the Treasurer of the Board and any other financial officer of the Board are hereby each individually authorized generally to do all things and execute all other documents, instruments and agreements in the name of the Board in order to give effect to the Loan Agreement.
4. The Loan shall be paid in instalments of combined (blended) principal and interest over a 25 year amortization period on the specified dates set out in Schedule "B" to the Loan Agreement with the first interest payment on November 15, 2010 and thereafter instalments to November 15, 2034 in each of the years during the currency of the Loan as set forth in such schedule, with the final payment on May 15, 2035. The Loan shall bear interest at the rate of 4.947% on the outstanding principal amount owing thereunder from time to time from the date thereof, which interest shall be payable in arrears as part of the instalments of combined (blended) principal and interest payable on such days in each year of the currency of the Loan as are set out in Schedule "B" to the Loan Agreement.
5. In accordance with the provisions of the *Education Act* and the regulations made thereunder, during the currency of the Loan, the Board shall provide in its estimates for each fiscal year for setting aside out of its general revenue in the fiscal year the amount necessary to pay the principal and interest coming due on the Loan in the fiscal year and, on or before each due date in each such year, the Board shall pay out of its general revenue the principal and interest coming due on the Loan in the year. Such sums of principal and interest payable on the Loan shall be provided for in accordance with subsection 247(5) of the *Education Act*. Subject to the foregoing, on or before each due date in each year during the currency of the Loan, the Board shall pay out of its general revenue the amount necessary to pay the specific sums of principal and interest payable on the Loan shown for the respective year as set forth in Schedule "B" to the Loan Agreement; but such amount shall be paid out of the Board's general revenue only to the extent required after taking into account funds available from other sources.
6. Any amounts payable by the Board in respect of the Loan including interest on overdue principal and interest in respect of the Loan together with fees and other amounts payable by the Board under the Loan Agreement, if applicable, shall be paid out of the Board's general revenue or any other available funds.
7. The proceeds of the Loan, shall be used to finance the Eligible Expenditures, as defined in the Loan Agreement, in respect of the Eligible Projects on a long-term basis and for no other purpose except as permitted by the *Education Act* and the regulations made thereunder.

**READ AND FINALLY PASSED** this 21st day of June, 2010.

**Moved by Trustee DiMenna and seconded by Trustee Janisse that the Board approve the execution of By-Law 2010-2 deemed to be read three times pertaining to the loan agreement between the Ontario Financing Authority and the Windsor-Essex Catholic District School Board in the amount of \$29,460,559 for the long term financing of expenditures incurred under the New Pupil Places capital program. Carried**

13. Committee Reports:

- a. Report: Elementary School Council - Umbrella Group Meeting of May 18, 2010

**Moved by Trustee Courtney and seconded by Trustee DiMenna that the Board receive the report of the May 18, 2010, Elementary School Council – Umbrella Group meeting as information. Carried**

- b. Report: High School Council Meeting of May 13, 2010

**Moved by Trustee Porcellini and seconded by Trustee Soulliere that the Board receive the report for the May 13, 2010 High School Council meeting as information. Carried**

- c. Report: French Immersion Advisory Committee (FIAC) Meeting of May 3, 2010

**Moved by Trustee Porcellini and seconded by Trustee Janisse that the Board receive the Minutes of the May 3, 2010 French Immersion Advisory Committee meeting as information. Carried**

14. Notice of Motion: None

15. Remarks and Announcements:

- a. Chairperson Alexander thanked Ontario English Catholic Teachers Association for the publication of the Young Authors Awards and congratulated students and staff on the Ontario Secondary School Literacy Test results, in particular our English as a Second Language learners. He also wished everyone a peaceful and restful holiday.
- b. Director of Education Berthiaume provided comment on recent activities supporting the Board's strategic priorities namely;  
*Student Achievement and Employee Development:* In-servicing for Full Day, Alternate Day Kindergarten and Early Learning Program June 22; Religion course begins July 2.  
*Community Engagement and Partnerships:* This summer the board will be hosting over 25 initiatives in our school across Windsor-Essex county. Through the Focus on Youth Grant we will be providing summer employment to more than 104 students enrolled in our Catholic Secondary Schools. Students will have an opportunity to participate in programs hosted by many community partners designed to promote physical health, academic achievement, computer processing, leadership skill development, social competence, and a love of the arts; Catholic School Trustee pamphlet accompanied by a letter from Bishop Daniels which will be going out to all parishes and the election offices at the City of Windsor.  
*Celebrating Achievements:* Attended the Retirement Mass and Celebration dinner on Friday, June 11; The Care Committee has once again organized a year-end Mass and luncheon for the staff at the Catholic Education Centre and trustees are invited to attend; Thank you to the staff for our positive OSSLT results; Thank you to all involved in the Mass and ceremonies at St. Francis school; Best wishes to all our graduates; Thank you for another successful school year and bet wishes for a safe and relaxing summer break.
- c. Board Chaplain Fr. Brunet - No comment this evening.

16. Remarks/Questions by Trustees

Trustee Janisse had the privilege of attending the blessing of St. Gregory Catholic Elementary School outdoor classroom. He has requested administration to send a letter of congratulations to



the teachers and grade 8 students. He also wished everyone a great summer and wished student trustees well in the future endeavours.

Trustee Soulliere also wished everyone a restful and safe summer.

Trustee Keane congratulated the retirement committee and retirees. He attended the St. Francis Open House and remarked on the beautiful evening. He commented on a letter received from Friends of the Court, Mackenzie Hall stating they respectfully oppose the closing of St. Francis. He also wished everyone a safe summer.

Trustee DiMenna attended the Day of Champions at Cardinal Carter and thanked the staff for their tireless efforts. She encouraged all to attend the Colasanti evening sponsored by the Employee Wellness Committee.

Trustee Porcellini is looking forward St. Angela and Catholic Central's graduations and congratulated student trustees Nadia Timperio and Joanna Wolinski. She also extended a thank you to the French Immersion Advisory Committee members for their commitment.

Trustee Macri thanked and congratulated the student trustees.

Trustee Courtney also congratulated and thanked the student trustees. She suggested to administration that in the future, letters addressed to trustees be sent electronically instead of via courier. She informed the board the media will be reporting St. Thomas of Villanova Secondary School OSSLT results and wished everyone a great summer.

Trustee Wolinski wished all a peaceful and restful summer.

Trustee Timperio extended her gratitude for so many opportunities as a student trustee.

17. Pending Items
  - a. Draft Board Policy H:07 Selection Process - Principals and Vice Principals (*deferred March 10, 2009*)
  - b. Deferred Report: Play Surface Material Standard – Rubber (*deferred from April 28, 2009*)
18. Continuation of In-Camera - The Board re-convened to the Committee of the Whole Board In-Camera 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, July 27, 2010 Special Meeting (Note: Newly scheduled meeting)*
  - *Tuesday, August 31, 2010*
  - *Tuesday, September 14, 2010*
  - *Tuesday, September 28, 2010*
  - *Tuesday, October 12, 2010*
  - *Tuesday, October 26, 2010*
  - *Tuesday, November 9, 2010*

- Tuesday, November 23, 2010
- Tuesday, December 7, 2010 (*Mass at 6:45 p.m., Organizational Meeting - 7: 30 p.m.*)
- Tuesday, December 14, 2010

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

Items from the re-convened in-camera meeting of June 21, 2010:

The Regular Meeting resumed at 10:51 p.m. with Trustee Alexander assuming the Chair and Trustees Janisse, Keane, DiMenna, Porcellini, Macri and Courtney present.

Director Berthiaume, Superintendents Geml, Iatonna, Picard and Staudt, Senior Manager of Facilities and Support Staff Paulette Littlejohns, Communication Co-ordinator Jill Braido, Board Chaplin Fr. Brunet, and Student Trustees Timperio and Wolinski were not present for the resumed Regular meeting.

Following the resumption, the board rose and reported:

- the appointment of Jamie Bumbacco as the Superintendent of Education - Human Resources, effective immediately;
- and, administration be directed to proceed with the recruitment process of the Assistant Superintendent of Education - Human Resources.

21. Adjournment - There being no further business, the Regular Board meeting of June 21, 2010 adjourned at 9:01 p.m. and the re-convened Regular Board meeting of June 21, 2010 adjourned at 10:54 p.m.

*Approved*

***Fred Alexander***  
*Board Chairperson*

***Joseph Berthiaume***  
*Director of Education & Secretary-Treasurer*