



1325 California Avenue
Windsor, ON N9B 3Y6
CHAIRPERSON: Barbara Holland
DIRECTOR OF EDUCATION: Paul A. Picard

**SUPERVISED
DELEGATION MEETING
Tuesday, March 26, 2013 at 7:00 p.m.
Windsor Essex Catholic Education Centre
John Paul II Board Room**

MINUTES

PRESENT

Supervisor N. Hartmann

Administration: P. Picard E. Byrne
C. Geml P. Murray
J. Bumbacco S. O'Hagan-Wong
M. Iatonna M. Seguin
P. Littlejohns

Other: Rev. L. Brunet, Board Chaplain

Recorder: B. Marshall

1. Call To Order – Supervisor Hartmann called the meeting to order at 7:05 p.m.
2. Opening Prayer - Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance – All present
4. Approval of Agenda – Director Picard noted that the handout for agenda item 9b(iii) 2013-14 Budget Pressures and Challenges was received and provided electronically.

Amendments:

- **WITHDRAWN:** Agenda item 7a) Delegation Michael-John Knoblauch as per Mr. Knoblauch's request.

That the March 26, 2013 Supervised Delegation meeting agenda be approved as amended.

Approved by Supervisor Hartmann

5. Disclosure of Interest - Pursuant to the Municipal Conflict of Interest Act.: None
6. Presentations: *None*

7. Delegations: *None*

8. Action Items:

a. Previous Meeting Minutes

i) Minutes of Supervised In-Camera Meeting of February 26, 2013

That the minutes of the Supervised In-Camera meeting of February 26, 2013 be approved as distributed.

Approved by Supervisor Hartmann

ii) Minutes of Supervised Delegation Meeting of February 26, 2013

That the minutes of the Supervised Delegation meeting of February 26, 2013 be approved as distributed.

Approved by Supervisor Hartmann

b. Items from the Supervised In-Camera meeting of March 26, 2013

Supervisor Hartmann reported that the Windsor-Essex Catholic District School Board convened a closed in-camera meeting on March 26, 2013 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.

That the recommendations and directions of the Supervised in-camera meeting of March 26, 2013 be approved.

Approved by Supervisor Hartmann

Supervisor Hartmann indicated that the following items were considered at the in-camera session:

- receipt of the Administrative Staff Report on hiring, leave of absence, return from leave of absence, retirement, and resignation of staff, dated March 26, 2013;
- approval granted to notify and obtain approval from the Ministry of Education to proceed with the sale of the Board's surplus properties.

9. Communications:

a. External (Associations, OCSTA, Ministry):

i) Memorandum from the Ontario Catholic School Trustees' Association (OCSTA) re: Resolutions to be Considered at the 2013 Annual General Meeting and Conference dated March 8, 2013

That the Ontario Catholic School Trustees' Association 2013 Annual General Meeting and Conference Resolutions be received as information.

Received by Supervisor Hartmann

b. Internal (Reports from Administration)

i) Report: Administrative Staff Report

Issue:

To provide an overview of staff changes at Windsor-Essex Catholic District School Board.

Decision:

That the Administrative Staff Report on hiring, retirement, and resignation of staff dated March 26, 2013 be received as information.

Rationale:

All hiring, retirements and resignations followed board policies, procedure and legislative requirements and requires no further action or decision.

- ii) Report: Long Term Occasional Teacher Roster / Hiring Pool

Issue:

As per the Memorandum of Understanding (MoU) between the Ministry of Education and the Ontario English Catholic Teachers' Association and subsequently Regulation 274/12, a Long-Term Occasional Teacher Roster was to be established for both long term assignments and for future permanent teaching positions.

Decision:

That the Long Term Occasional Teacher Roster / Hiring Pool – Appendix A be received for information.

Rationale:

The hiring process is consistent with the Provincial regulations governing the establishment of the Long Term Occasional Teacher Roster and has been successful in identifying exemplary candidates.

- iii) Report: 2013-14 Budget Pressures and Challenges

Issue:

The report identifies the Provincial and local contexts in which the 2013-14 budget is being developed and outlines the pressures and challenges that must be considered in bringing a balanced budget to the Board.

Decision:

That the report on 2013-14 Budget Challenges and Pressures be received as information.

Rationale:

The report provides background information to the general public which is necessary for an effective consultation process and provides the Board with background information to develop alternative proposals to move the budget process forward.

10. Unfinished Business: *None*

11. New Business: *None*

12. Committee Reports:

- a. Report: Special Education Advisory Committee (SEAC) Minutes of November 22, 2012

That the Minutes of the Thursday November 22, 2012 Special Education Advisory Committee meeting be received as information.

Received by Supervisor Hartmann

- b. Report: Parent Involvement Committee (PIC) Minutes of November 29, 2012

That the Minutes of the November 29, 2012 Parent Involvement Committee Meeting be received as information.

Received by Supervisor Hartmann

- c. Report: French Immersion Advisory Committee (FIAC) Minutes of January 17, 2013

That the Minutes of the January 17, 2013 French Immersion Advisory Committee meeting be received as information.

Received by Supervisor Hartmann

13. Remarks and Announcements:

Director of Education Picard provided comment on recent activities supporting the Board's strategic priorities namely;

Catholic Faith Formation: Secondary students will be involved in a Social Justice Forum at the University of Windsor in May. The forum is co-planned with the Greater Essex County District School Board. This year's theme is "Democratic Rights in the Age of Austerity"; The Spring Mass for the Catholic Education Centre will be celebrated April 3rd at 11:00 am, all are welcome to attend; and Thank you to teachers and staff for their Lenten and Holy Week Activities leading to our Easter celebration.

Employee Development And Student Achievement Initiatives: Primary teachers from 15 sites participated in "Primary Reading" sessions last week with a focus on "Guided and Independent Reading"; Professional Learning Communities continue at our Schools in the Middle sites with a focus on observing students solve Mathematical problems using various strategies; and The Board have hosted several Professional Learning Community meetings in schools for Full Day Kindergarten teams who have been implementing the Full Day Kindergarten Program in their schools this year. These sessions have focused on effective assessment and evaluation practices and making learning visible in the classroom setting.

Community Engagement and Partnerships: The Board's Chief Psychologist, Dr. Erin Picard will be presenting April 13th at the Learning Disabilities Association of Windsor-Essex County's annual conference entitled "Let's Talk About Learning Disabilities"; The Ministry of Education, Student Achievement Division provided each Board with enough copies of the Parent Guides entitled, "Reading and Writing with Your Child, K-6" and "Doing Mathematics with Your Child, K-6" for each elementary school. These resources will be sent home with the youngest child in each family in April; Kindergarten Information Sessions for Parents have been hosted in several Ontario Early Years Centres throughout our community as we prepared for Kindergarten Registration. Evening Kindergarten information sessions will continue throughout the months of April and May in schools that will be introducing Full Day Kindergarten Programs in September 2013; The Board will be participating in our community's first Developmental Health and Wellness Fairs for two and three year olds to be held at Windsor Water World on Wednesday, April 17, 2013 and at the Essex Sports Complex on Thursday, April 18, 2013. These community screening events are a collaboration of several agencies that provide supports to young children and their families throughout Windsor and Essex County. Professionals will be on hand to provide developmental, dental, nutrition, and vision screens as well as speech and behavioural consultations to young children and their families; This year our schools have had the highest attendance at the Windsor Symphony. Ten elementary schools and 5 secondary schools attended concerts which was 54% of the Windsor Symphony audience for this season. In addition, three guest conductor concerts in our schools were scheduled

and 400 complimentary tickets were offered to schools; and Point Pelee National Park and the Board collaboration continues in its third year. This year Cardinal Carter, Holy Names and St. Thomas of Villanova Catholic Secondary schools were included in this project. Friends of Point Pelee will be selling cards displaying students' art work with the proceeds going to the park endangered species and restoration projects.

Celebrating Achievements: Congratulations to Student trustee Madeline Ellepolla and her two friends Mandy Johnstone and Kristi Campbell for winning the Awesome Foundation of Windsor Essex \$1000 grant. They designed the Krazy Krutches for Kids.

Miscellaneous: Our Catholic Elementary Schools have hosted exceptional Kindergarten Open Houses to compliment our Kindergarten Registration in February. Principals and Kindergarten Registration teams incorporated a number of very innovative strategies to engage those visiting their schools in very meaningful, memorable activities leaving a lasting impression. Congratulations to everyone involved, we certainly appreciate your efforts; and The Director took the opportunity, on behalf of Administration, to wish staff and their families a blessed and holy week of Easter celebrations.

Supervisor Hartmann also wished everyone a happy Easter.

14. Pending Items: *None*
15. Continuation of In-Camera, if required: - *Not required.*
16. Future Delegation 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, April 30, 2013** - Please note the change of date.
 - Tuesday, May 28, 2013
 - **MONDAY**, June 24, 2013
17. Closing Prayer – Fr. Brunet closed the meeting with a prayer.
18. Adjournment - There being no further business, the Supervised Delegation meeting of March 26, 2013 adjourned at 8: 11p.m.

Approved

Original signed by N. Hartmann and P. Picard

Norbert Hartmann
Supervisor of the Board

Paul A. Picard
Director of Education & Secretary of the Board