



**WINDSOR-ESSEX CATHOLIC  
DISTRICT SCHOOL BOARD**

*"Learning together in faith and service"*

1325 California Avenue  
Windsor, ON N9B 3Y6

CHAIRPERSON: Barbara Holland

DIRECTOR OF EDUCATION: Paul A. Picard

**REGULAR BOARD MEETING  
Tuesday, May 24, 2016 at 7:00 p.m.  
Windsor Essex Catholic Education Centre  
John Paul II Board Room**

**MINUTES**

**PRESENT**

**Trustees:**

F. Alexander ( <i>participated electronically</i> )	B. Mastromattei
F. Costante	L. Soulliere
M. DiMenna, <i>Vice-Chair</i>	S. Tope
F. DiTomasso	F. Valentinis
J. Bowers, Student Trustee	
M. Diab, Student Trustee	
Rev. L. Brunet, Board Chaplain	

**Regrets:**

Chair B. Holland

**Administration:**

P. Picard (Resource)	E. Byrne	C. Norris
C. Geml	S. Fields	J. Shea
M. Iatonna	J. Ibrahim	M. Seguin
T. Lyons	R. Lo Faso	J. Ulicny

**Recorder:**

B. Marshall

1. Call To Order – In the absence of Chair Holland and in accordance with Board By-Law 7:01 Presiding Officer, Vice-Chair DiMenna called the meeting to order at 7:01 pm.
2. Opening Prayer – Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance – Trustee Alexander participated electronically. Chair Holland sent regrets due to her vacation.
4. Approval of Agenda – No amendments this evening.

**Moved by Trustee Mastromattei and seconded by Trustee Costante that the May 24, 2016 Regular Board meeting agenda be approved as distributed. *Carried***

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 the Regular Board Meeting of April 26, 2016

**Moved by Trustee Alexander and seconded by Trustee Soulliere that the Minutes of the Regular Board meeting of April 26, 2016 be adopted as distributed. Carried**

ii) Minutes of the Special Regular Board Meeting of May 10, 2016

**Moved by Trustee Valentinis and seconded by Trustee DiTomasso that the Minutes of the Special Regular Board meeting of May 10, 2016 be adopted as distributed. Carried**

9. Communications: *None*

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

b. Internal (Reports from Administration): *None*

10. Committee Reports:

a. Report: Appointment of Christine Stanley, Representative Learning Disabilities Association of Windsor-Essex County to the Special Education Advisory Committee (SEAC)

**Moved by Trustee Tope and seconded by Trustee Soulliere that the Board approve the appointment of Christine Stanley, representative, Learning Disabilities Association of Windsor-Essex County (Idawe) to the Special Education Advisory Committee (SEAC) for the remainder of the four-year term, ending November 30, 2018. Carried**

b. Report: Appointment of Sarah Stanton, Alternate Representative, Windsor-Essex Down Syndrome Association to the Special Education Advisory Committee (SEAC)

**Moved by Trustee Soulliere and seconded by Trustee Tope that the Board approve the appointment of Sarah Stanton, representative, Windsor-Essex Down Syndrome Association to the Special Education Advisory Committee (SEAC) for the remainder of the four-year term, ending November 30, 2018. Carried**

11. Unfinished Business: *None*

12. New Business:

a. Report: Draft Amended Policy IT:01 Acceptable Use of Information Technology Resources, *final approval*

**Moved by Trustee Soulliere and seconded by Trustee DiTomasso that the Board provide final approval of Draft Board Policy IT:01 Acceptable Use of Information Technology Resources; and**

**That the Board receive as information Administrative Procedures:  
PR IT:01A Acceptable Use of Information Technology Resources;  
PR IT:01B User Access Management;  
PR IT:01C Passwords for User Accounts;  
PR IT:01D Procurement and Disposal of Information Technology Resources;  
PR IT:01E Personal Electronic Devices (PED);  
PR IT:01F Privacy and Protection and Information Management;  
PR IT:01G Email and Electronic Communication; and**

**That the Board revoke Policy and Procedure H:17 Acceptable Use of Electronic Access, Information Technology and Data; and**

**That the Board revoke Policy H:18 Internet Acceptable Use – Employees; H:18 Internet Acceptable Use – Employees: Appendix A and Appendix B; and**

**That the Board revoke Policy SC:03 Acceptable Use of Internet – Students and SC:03 Acceptable Use of Internet – Students: Appendix A Student Agreement Form and Appendix B Consent Form. *Carried***

- b. Report: New Draft Policy ST:11B Ensuring Asthma Friendly Schools, Ryan’s Law, *approval in principle*

**Moved by Trustee Tope and seconded by Trustee Costante that the Board approve in principle Draft New Policy ST:11B Ensuring Asthma Friendly Schools, Ryan’s Law. *Carried***

- c. Report: Request For Proposal For Architectural Services – Various Schools

Addressing Trustee questions, Executive Superintendent Iatonna provided architectural and construction timelines for each school. As per Trustee Soulliere’s request, at a future Committee of the Whole Board in-camera meeting architectural percentage fees will be discussed.

**Moved by Trustee DiTomasso and seconded by Trustee Costante that approval be given, pursuant to the Request For Proposal for Architectural Services – Various Schools, to the retention of (1) Sfera Architectural Associates Inc. as the architect for Stella Maris Catholic Elementary School, (2) Glos Associates Inc. as the architect for Cardinal Carter Catholic Secondary School and St. Louis Catholic Elementary School and (3) Architettura Inc. as the architect for Assumption College High School and St. James Catholic Elementary School; and that purchase orders be issued to each architect. *Carried***

13. Notice of Motion - *None*

14. Remarks and Announcements:
- a. Chairperson of the Board – Absent this evening.
  - b. Director of Education Picard provided comments on recent activities supporting the Board’s strategic priorities namely;  
**Catholic Faith Formation:** The Catholic Education Centre year-end Mass will be held at 11:00 a.m. on Thursday, June 23rd at the Assumption High School chapel. Trustees are welcome to attend.  
**Employee Development and Student Achievement Initiatives:** Primary and Junior EQAO testing begins tomorrow and will continue to June 8<sup>th</sup>. Grade 9 Assessment of Mathematics is scheduled from June 1<sup>st</sup> to June 9<sup>th</sup>.  
**Community Engagement and Partnerships:** Congratulations to Danielle Desjardins-Koloff for receiving the 2015-16 J. F. Johnston Award; and To assist students from financially vulnerable families, the second annual Puck4Bucks fundraiser is scheduled for June 4<sup>th</sup> at 3:30 pm at Central Park Athletics. Two teams of Board employees will face off for the Father Larry Cup. For those who would prefer not to play but would like to support the cause, pasta dinner tickets can be purchased. The dinner will also be held at Central Park Athletics at 6 p.m. immediately following the trophy presentation.  
**Celebrating Achievements:** Secondary Day of Champions is scheduled for Friday, June 10th at Cardinal Carter High School; An Open House to celebrate Associate Director Cathy Geml’s retirement will be held on Friday, June 17<sup>th</sup> at the Board office from 3:00 to 6:00 pm.; and The Board’s Retirement Banquet will be held June 10th at the Ciociaro Club.
  - c. Board Chaplain Brunet inquired on Trustee Alexander’s recent surgery and will continue to pray for him.

15. Remarks/Questions by Trustees

Trustee Alexander inquired on the status of the new St. Bernard school. Executive Superintendent Iatonna mentioned the board received the cost consultant report last week and subject to satisfaction of the report the required forms will be sent to the Ministry this week.

Trustee Tope attended the Council for Exceptional Children last week where Associate Director Geml was the recipient of the Chapter award; Attended the Elementary Day of Champions with Superintendent Joe Ibrahim and Associate Director Geml; Bringing greetings to the graduates of the Academic Leadership program; and attended the last French Immersion Advisory Committee meeting.

Trustee Valentinis inquired on the number of portables at Holy Names Catholic High School, the length of stay and whether the portables unoccupied count as empty student spaces. Executive Superintendent Iatonna indicated 9 of the 12 portables are in use, the portables were placed in stages and unoccupied portables do not count as empty student spaces.

Trustee Soulliere attended the Ontario Secondary School Dance Fest at Walkerville High School. Several schools participated including Assumption for the first time. On behalf of the Assumption community, Trustee Soulliere encouraged administration to include a

dance room as part of the Assumption renovations.

Student Trustee Bowers mentioned Student Senate is creating a video showcasing Catholic Central High School. The hashtag is #imaginethepossibilities.

Student Trustee Diab mentioned all of the board's high schools participated in spirit week and commented on the United Way Change the World Challenge; planted fruits and vegetables in community gardens; religious retreats; MADD fundraiser; and the board's mini WE Day.

16. Pending Items: *None*

17. Future Regular Board Meetings: *Unless stated otherwise, all meetings will be held on the fourth Tuesday of the month at the Windsor Essex Catholic Education Centre - 1325 California Avenue, Windsor beginning at 7:00 p.m.*

- Tuesday, June 14, 2016 (*Additional*)
- **MONDAY**, June 27, 2016
- Tuesday, September 27, 2016
- Tuesday, October 25, 2016
- Tuesday, November 22, 2016
- Tuesday, November 29, 2016 – *Trustee Organizational Meeting, 7:30pm start*
- Tuesday, December 13, 2016
- Tuesday, January 24, 2017
- Tuesday, February 28, 2017
- Tuesday, March 28, 2017
- Tuesday, April 25, 2017
- Tuesday, May 23, 2017
- Tuesday, June 13, 2017
- **Monday**, June 26, 2017

*Committee of the Whole Board In-Camera Meetings will be held on the second Tuesday of the month at 6:00 pm (closed sessions).*

18. Adjourn to In-Camera meeting, if required: *Not Required*

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

20. Adjournment – There being no further business, the Regular Board meeting of May 24, 2016 adjourned at 7:40 p.m.

***Original signed by M. DiMenna and P. Picard***

***Mary DiMenna***  
*Pro Chair Tem*

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