



Windsor-Essex Catholic District School Board

1325 California Avenue, Windsor, Ontario N9B 3Y6
Telephone (519) 253-2481 Fax: (519) 253-0620
Michael B. Moher, Director of Education John Macri, Board Chairperson

REGULAR BOARD MEETING Tuesday, March 29, 2005 Windsor Essex Catholic Education Centre 1325 California Avenue, Windsor

AGENDA

I In-Camera Meeting – 6:00 p.m.

Page #

II Regular Meeting of the Board- 7:00 p.m.

1. Call To Order
2. Opening Prayer
3. Recording of Attendance
4. Approval of Agenda
5. Questions Pertaining to Agenda
6. Disclosure of Interest - Pursuant to the Municipal Conflict of Interest Act.
7. Presentations
8. Delegations
 - a. Delegation Regarding Items Not on the Agenda
3:11.1 Any person(s) wishing to make a formal presentation to the Board shall make their intent known, in writing, to the Secretary at least one week prior to the regular meeting. They shall briefly explain in their petition the nature of their business. Discussion shall be limited to the petition and shall be not longer than ten (10) minutes. The time limit can be waived by the consent of the majority of the Board.
 - b. Delegations Regarding Items On the Agenda
3:11.2 Any person(s) wishing to appear before the Board and speak on an item appearing on the agenda of the Board Meeting has until NOON of the day of the Board meeting to make a request to the Secretary. They shall explain briefly the nature of their business. The discussion shall be limited to the item on the agenda and shall be no longer than ten (10) minutes.

- 9. Action Items
 - a. Approval of Minutes
 - i) Minutes of In-Camera Meeting, March 8, 2005
 - ii) Minutes of Regular Meeting, March 8, 2005 1 - 7
 - b. Items From In-Camera Meeting of March 29, 2005
- 10. Communications
 - a. External (Associations, OCSTA, Ministry)
 - b. Internal (Reports from Administration)
 - i) Report: Administrative Staff Report (J. Berthiaume) 8 – 10
 - ii) Report: Public Sector Salary Disclosure (P. Marchini) 11 – 12
 - iii) Report: Legal Services – January 2005 (P. Marchini) 13 – 14
- 11. Unfinished Business
- 12. New Business
 - a. Trustee Porcellini Notice of Motion from March 8, 2005: *“At the next meeting of the Windsor-Essex Catholic District School Board I will move or cause to be moved, that the Board request from administration two reports detailing and discussing the enrolment pressures facing St. Anne French Immersion Catholic Elementary School and Catholic Central High School, identifying possible solutions and next steps.”*
 - b. Trustee Porcellini Notice of Motion from March 8, 2005: *“At the next meeting of the Windsor-Essex Catholic District School Board I will move or cause to be moved, that the Board request administration prepare a report identifying and discussing the impact a new Begley School will have on enrolment at Immaculate Conception Catholic Elementary School.”*
 - c. Report: Good Places to Learn Capital Planning Process 15 – 24
(P. Marchini/T. Robins)
 - d. Field Trips:
 - i) 2005 Spring Muskoka Woods Leadership Experience 25 – 60
 - ii) Holy Names Catholic Elementary School – Northern Edge Algonquin 61 – 65
 - iii) St. John de Brebeuf Catholic Elementary School – Muskoka Woods 66 - 70
- 13. Committee Reports
 - a. Report: Board Policy Review Committee – Policy Revisions 71 - 72
- 14. Notice of Motion
- 15. Remarks and Announcements
 - a. Chairperson
 - b. Director of Education
 - c. Board Chaplain

16. Remarks/Questions by Trustees
17. Pending Items
18. Continuation of In-Camera, if required
19. Future Board Meetings: (unless stated otherwise all meetings will be held at the Windsor Essex Catholic Education Centre - 1325 California Avenue, Windsor)
 - Tuesday, April 12, 2005 – 7:00 p.m.
 - Tuesday, April 26, 2005 – 7:00 p.m.
 - Tuesday, May 10, 2005 – 7:00 p.m.
 - Tuesday, May 24, 2005 – 7:00 p.m.
 - Tuesday, June 14, 2005 – 7:00 p.m.
 - Monday, June 27, 2005 – 7:00 p.m. (**NOTE NEW DATE**)
20. Closing Prayer
21. Adjournment

John Macri
Board Chairperson

Michael Moher
Director of Education & Secretary



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Michael B. Moher, Director of Education John Macri, Board Chairperson

REGULAR BOARD MEETING Tuesday, March 8, 2005 Windsor Essex Catholic Education Centre 1325 California Avenue, Windsor

MINUTES

PRESENT

Trustees:

F. Alexander	P. Keane
J. Courtney, Vice-Chair	J. Macri, Chair
M. DiMenna	S. Porcellini
B. Holland	L. Soulliere
C. Janisse	
Rev. L. Brunet, Board Chaplain	
Student Trustee Deschamps	
Student Trustee (Alternate) Limarzi	

Administration:

M. Moher (Resource)	J. Byrne
J. Berthiaume	P. Littlejohns
P. Marchini	C. Marier
J. Ouellette	E. Poirier
	T. Robins

Recorder:

D. Steffens

1. Call To Order - Chair Macri called the meeting to order at 7:35 p.m.
2. Opening Prayer – Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance – All trustees present.
4. Approval of Agenda
 - Addition: Item 6a New St. Anne Catholic High School
 - Defer: Item 7a – Board Policy Review Committee Presentation
 - Addition: Agenda item 8b(i) St. Bernard New School Committee regarding item 12b Notice of Motion. This item was re-numbered to item 7b
 - Renumber agenda item 12b Notice of Motion to 7c
 - Renumber agenda item 7b Literary/Numeracy Initiatives to 7d

Moved by Trustee Keane and seconded by Trustee Soulliere that the March 8, 2005 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. – None.

a. New St. Anne Catholic High School

Chair Macri briefly reported on the Town of Lakeshore's March 7 public meeting where their Council considered a rezoning amendment for the proposed new St. Anne Catholic High School site. Representatives for both the Public and Catholic school boards expressed concern with regard to applying due diligence to local traffic patterns and ensuring the safety of students. Chair Macri indicated that the Catholic Board intends to extend an invitation to the Greater Essex County District School Board and officials of the Town of Lakeshore to meet and collaboratively resolve outstanding planning issues.

7. Presentations

a. Board Policy Review Committee Presentation – This item was deferred.

b. St. Bernard New School Committee representatives Shawn Lappan and Rev. Matthew Kucharski were present to convey the school community's support of the notice of motion to initiate a process to rebuild St. Bernard Catholic Elementary School (Windsor).

c. Trustee Alexander Notice of Motion from February 22, 2005 - Director Moher reported that the previous provincial funding model and the process to close and construct replacement schools is no longer applicable. Instead, under the new Good Places to Learn initiative, the Ministry will establish a list of 120 schools that they designate as too expensive to repair. The Ministry is expected to publish the list of replacement schools following the October 2005 submission of Capital Plans by school boards across the province.

The recent facility audit of St. Bernard Catholic Elementary School, demonstrated that the school meets the threshold of prohibitive to repair. i.e., the cost of repair is over 60% of rebuilding cost. Members of the school community were encouraged to lobby their local members of parliament in order to increase government awareness of the need to allocate funds to replace the school facility.

Trustee Alexander agreed to amend the notice of motion as follows:

Moved by Trustee Alexander and seconded by Trustee Holland that in view of the St. Bernard Catholic Elementary School (Windsor) facility audit, administrative recommendations and the newly released Ministry of Education Capital Funding Initiatives, the Board immediately begin the process to lobby the Ministry to include this school as one of the 120 replacement schools that are prohibitive to repair. Carried unanimously.

d. Education Foundations Program Literacy & Numeracy Initiatives - Elaine Poirier, Supervisor of Curriculum provided an overview of the Board's initiatives to address the Ministry of Education's "Education Foundations Program." The Ministry's goal is to have 75% of all grade six students reach high levels in reading, writing, mathematics and comprehension by 2008. Last year, the Board was provided with approximately \$400,000 to provide capacity

building sessions for principals and teachers with respect to instruction in reading, writing and mathematics from kindergarten to grade six. This year, the Board was successful in securing an additional \$190,000 through enhanced student achievement grant proposals submitted to the Ministry.

8. Delegations

- a. Delegation Regarding Items Not on the Agenda – None.
- b. Delegations Regarding Items On the Agenda – This item was discussed under item 7b.

9. Action Items

- a. Approval of Minutes
 - i) Minutes of In-Camera Meeting, February 22, 2005
Moved by Trustee DiMenna and seconded by Trustee Keane that the minutes of the In-Camera meeting of February 22, 2005 be adopted as distributed. Carried.
 - ii) Minutes of Special In-Camera Meeting, February 28, 2005
Moved by Trustee Soulliere and seconded by Trustee Keane that the minutes of the Special In-Camera meeting of February 28, 2005 be adopted as distributed. Carried.
 - iii) Minutes of Regular Meeting, February 22, 2005
Moved by Trustee Alexander and seconded by Trustee DiMenna that the minutes of the regular meeting of February 22, 2005 be adopted as distributed. Carried.
- b. Items From In-Camera Meeting of February 28 and March 8, 2005

Vice-Chair Courtney reported that the Windsor-Essex Catholic District School Board convened a special closed Committee of the Whole meeting on February 28, 2005, and a closed Committee of the Whole meeting on March 8, 2005 pursuant to the Education Act - Section 207, to consider specific personnel and real property issues 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 Courtney and seconded by Trustee DiMenna that the recommendations and directions of the Committee of the Whole Board at its meeting of March 8, 2005 be approved. Carried.

Vice-Chair Courtney made the following announcements:

- Approval of extension of retirement for Anne Pike for one additional year
- Appointment of Rosemary McDougall to the position of 2005 Summer School Principal

10. Communications

- a. External (Associations, OCSTA, Ministry) – None.

b. Internal (Reports from Administration)

- i) Report: Administrative Staff Report
Moved by Trustee Soulliere and seconded by Trustee Courtney that the Board receive the *Administrative Staff Report on hiring and retirement of staff dated March 8, 2005 for information. Carried.*
- ii) Report: Good Places to Learn – Capital Renewal Needs March 2005

Director Moher summarized the recent government announcement *Good Places to Learn* that provides a funding mechanism for improving and renewing aging school facilities. In stage one of the four phased funding initiative, the Board will receive \$588,780 annually to fund the interest and principal payments on an \$8,094,000 capital renewal debenture. This year, over forty schools are identified to receive improvements to roofing, heating and cooling, windows lighting and flooring. The projects, identified and prioritized through input from school principals, 2003 provincial ReCAPP data and previous Board planning documents, match the criteria established under stage one of the grant guidelines. The Board's Good Places to Learn – Capital Renewal Needs March 2005 document, also identified other major repairs, not permitted under the Good Places to Learn initiative, which will be funded through existing annual School Renewal Grants. Trustees provided comments related to improvement priorities at specific schools for consideration in stages one and two of the proposed renewal strategy.

Moved by Trustee Keane and seconded by Trustee Porcellini that the report *Good Places to Learn Capital Renewal Needs* be received as information. Carried.

11. Unfinished Business – None.

12. New Business

- a. Trustee Soulliere Notice of Motion from February 22, 2005

Trustee Soulliere indicated the intent of the motion is to enhance accessibility of the French Immersion program to all students by expanding the program to a cross-section of existing schools throughout the county. Trustee Soulliere agreed to amend the proposed motion, in response to Trustee concerns about a public perception of pre-emptively designating schools, as follows:

That the Board begin evaluating the opportunity to expand its French Immersion program to include a program at each of St. John the Baptist Elementary School, Belle River; St. John de Brebeuf Elementary School, Kingsville; and, St. Joseph Elementary School, River Canard and/or such other schools as may be determined by the committee. Upon Board approval, a committee consisting of the principal or his/her designate from each of the named schools as well as the principal from St. Anne French Immersion School, school council representation from each of the four schools, Trustee(s) and administrative support, as required, be established to gauge community support and interest, determine availability of staff, space, transportation and general matters relating to the feasibility of the program at each proposed location with a final report of the Committee to be brought to the Board by

October 2005 to allow for proper initiation of any new program(s) with the JK/SK enrolment for the 2006 school year.

Additional discussion occurred around the proposed committee structure, the study process, the necessity for administration involvement and the timelines of the Board receiving the report.

Moved by Trustee Courtney and seconded by Trustee Alexander that the notice of motion the deferred to the next Board Meeting to take into account comments by Director and Trustees with regard to the process. *Defeated.*

Trustee Soulliere agreed to further amend the motion as follows:

Moved by Trustee Soulliere and seconded by Trustee DiMenna that the Board consider expanding its French Immersion program and that a committee be established consisting of Trustee(s) and administration to conduct a feasibility study with a final report presented to the Board by the end of this school year. *Carried.*

- b. Trustee Alexander Notice of Motion from February 22, 2005 – This item was discussed under item 7c.
- c. Report: Canada Day Designation
Moved by Trustee Keane and seconded by Trustee Alexander that the Board approve designation of the following days as Canada Day: Ten-Month Support Staff Employees – June 30, 2005; and, Twelve-Month Employees – July 1, 2005. *Carried.*
- d. Field Trips:
 - i) St. Anne Catholic High School – Montreal, Quebec
Moved by Trustee Alexander and seconded by Trustee Keane that the Board approve the St. Anne Catholic High School field trip to Montreal for the study of Catholic Culture and Spiritual Pilgrimage from April 21st to 24th, 2005. *Carried.*
 - ii) Stella Maris Catholic Elementary School – Bark Lake - Irondale, Ontario
Moved by Trustee Alexander and seconded by Trustee Keane that the Board approve the Stella Maris Catholic Elementary School field trip to Bark Lake for Leadership and Team Building Training on May 11 to 13, 2005. *Carried.*
 - iii) St. Theresa Catholic Elementary School – Muskoka Woods Sports Camp
Moved by Trustee Alexander and seconded by Trustee Keane that the Board approve the St. Theresa Catholic Elementary School field trip to Muskoka Woods for Leadership and Team Building Training on May 24 to 27, 2005. *Carried.*

13. Committee Reports

- a. Report: Board Policy Review Committee – Policy Revisions

A:17 Education Research & Related Surveys (amended policy)

Moved by Trustee Alexander and seconded by Trustee Holland that the Board approve amended policy A:17 Education Research & Related Surveys. *Carried.*

F:01 Donations (amended policy)

Moved by Trustee DiMenna and seconded by Trustee Porcellini that the Board approve amended policy *F:01 Donations*. Carried.

H:13 HIV Presence in Employees (amended policy)

Moved by Trustee Soulliere and seconded by Trustee Holland that the Board approve amended policy *H:13 HIV Presence in Employees*. Carried.

SC:02 Fundraising (amended policy)

Moved by Trustee Holland and seconded by Trustee Porcellini that the Board approve amended policy *SC:02 Fundraising*. Carried.

- b. Report: Special Education Advisory Committee (SEAC) - Minutes of January 27, 2005 Meeting

Moved by Trustee Soulliere and seconded by Trustee DiMenna that the Board receive the minutes of the January 27, 2005 Special Education Advisory Committee meeting as information. Carried.

14. Notice of Motion

- Trustee Porcellini: *“At the next meeting of the Windsor-Essex Catholic District School Board I will move or cause to be moved, that the Board request from administration two reports detailing and discussing the enrolment pressures facing St. Anne French Immersion Catholic Elementary School and Catholic Central High School, identifying possible solutions and next steps.”*
- Trustee Porcellini: *“At the next meeting of the Windsor-Essex Catholic District School Board I will move or cause to be moved, that the Board request administration prepare a report identifying and discussing the impact a new Begley School will have on enrolment at Immaculate Conception Catholic Elementary School.”*

15. Remarks and Announcements

- a. Chair Macri indicated he had no comments this evening.
- b. Director of Education – Director Moher reported that the Muskoka Woods Sports Resort received an Ontario Government Grant to provide a physical activity program to school boards across the province. The \$31,000 Communities In Action Fund Grant will enable the Muskoka Woods Sports Resort and the Windsor-Essex Catholic District School Board as a volunteer collaborator, to adapt and promote a designed physical activity program based on our Board’s Muskoka Leadership Experience program to the province’s 72 school boards.
- c. Board Chaplain - Father Brunet commented on the recent rezoning meeting for St. Anne Catholic High School and the need to work toward, in collaboration with our coterminous board and the Town of Lakeshore, a common ground that best serves the needs of students in both Boards.

16. Remarks/Questions by Trustees

- Trustee Janisse commented on the use of budgeted professional development monies, and congratulated St. Anne Catholic High School on the recent basketball championship.
- Trustee Keane congratulated principals and staff on the high retention numbers with regard to grade eight students electing to pursue a Catholic secondary education.
- Trustee Alexander congratulated teacher Lisa LaBute who has been selected by Heart Health Action Windsor Essex as recipient of the “Heart Health Hero 2005 – Education Sector” in recognition of her personal and professional commitment to promoting physical activity in the school environment.
- Trustee Soulliere thanked trustees and administration for attending the Town of Lakeshore’s rezoning meeting and indicated she is looking forward to additional meetings with the Public Board and officials of the Town of Lakeshore.
- Trustee DiMenna congratulated the staff and students of St. Thomas of Villanova Catholic High School for the successful theatrical production of Joseph & the Amazing Technicolor Coat.

17. Pending Items – None.

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)

- Tuesday, March 29, 2005 – 7:00 p.m. (**NOTE NEW DATE**)
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- Tuesday, April 26, 2005 – 7:00 p.m.
- Tuesday, May 10, 2005 – 7:00 p.m.
- Tuesday, May 24, 2005 – 7:00 p.m.
- Tuesday, June 14, 2005 – 7:00 p.m.
- Monday, June 27, 2005 – 7:00 p.m. (**NOTE NEW DATE**)

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

21. Adjournment - There being no further business, the Regular Meeting of the Board of March 8, 2005 adjourned at 9:55 p.m. at the call of the Chair.

John Macri
Board Chairperson

Michael Moher
Director of Education & Secretary



Windsor-Essex Catholic District School Board

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Michael B. Moher, Director of Education

John Macri, Board Chairperson

BOARD REPORT

Meeting Date:
March 29, 2005

PRESENTED FOR: Public In-Camera
Information Approval

PRESENTED BY: Senior Administration

SUBMITTED BY: Michael B. Moher, Director of Education
J. Berthiaume, Superintendent of Education
P. Littlejohns, Manager of Human Resources
J. Byrne, Supervisor of Human Resources, Academic

SUBJECT: ADMINISTRATIVE STAFF REPORT

RECOMMENDATION:

That the Board receive the *Administrative Staff Report* on hiring, retirement and resignation of staff dated March 29, 2005 for information.

BACKGROUND:

FINANCIAL:

COMMENTS:

TIMELINES:

APPENDICES:

- Administrative Staff Report dated March 29, 2005

March 29, 2005

**Windsor-Essex Catholic District School Board
Administrative Staff Report**

	Employee Name	Position	Location	Date	Reason
HIRING:	Lyndsay Scholey	Part-Time Custodian	Supply	March 16, 2005	
RETIREMENT:	Barbara Brazier	Secondary Teacher	Catholic Central	June 30, 2005	
	Lucy Buccella	Elementary Teacher	Notre Dame	June 30, 2005	
	Maureen Byrne	Elementary Teacher	Stella Maris	June 30, 2005	
	Onofrio Cutrone	Custodian	Christ the King	April 29, 2005	
	Pierre Doyon	Secondary Teacher	Catholic Central	June 30, 2005	
	Louise DuPerron	Elementary Teacher	L. A. Desmarais	June 30, 2005	
	Maria Giuliani	Secondary Teacher	St. Anne Secondary	June 30, 2005	
	Marie Guthrie	Elementary Teacher	St. Joseph Elementary	June 30, 2005	
	Beverly Haas	Elementary Teacher	St. Jules	June 30, 2005	
	Paul Harvey	Secondary Vice-Principal	Cardinal Carter	June 30, 2005	
	Colleen Higginbottom	Elementary Teacher	Stella Maris	June 30, 2005	
	Brian F. Hogan	Secondary Teacher	Assumption Secondary	June 30, 2005	
	Mary Kay Hogan	Secondary Teacher	St. Thomas of Villanova	June 30, 2005	
	Claudette Ilijanich	Elementary Teacher	St. John the Baptist	June 30, 2005	
	Victoria Marchand	Elementary Teacher	Our Lady of Lourdes	June 30, 2005	
	Rosemary Murphy	Elementary Teacher	St. Christopher (Primary)	June 30, 2005	
	Anita Proulx	Secondary Teacher	St. Joseph's Secondary	April 30, 2005	
	Paulette Renaud	Elementary Teacher	Our Lady of Lourdes	June 30, 2005	
	Christine Ross	Secondary Teacher	St. Thomas of Villanova	June 30, 2005	
	Roland St. Pierre	Elementary Teacher	St. John the Baptist	June 30, 2005	
RESIGNATION:	Anh Vu	Occasional Teacher	Supply	March 8, 2005	
	Leila Weston	Secondary Teacher	St. Anne Sec. (On Leave)	May 10, 2005	

March 29, 2005

**Windsor-Essex Catholic District School Board
Administrative Staff Report**

Teacher Retirements - Upcoming *Have given notice; have yet to retire	Elementary: 20	Secondary: 8	Total: 28
Teacher Retirements - Year to Date ** Have retired as of this date	Elementary: 4	Secondary: 6	Total: 10
Teacher Resignations - Upcoming	Elementary: 0	Secondary: 1	Total: 1
Teacher Resignations - Year to Date	Elementary: 1	Secondary: 0	Total: 1



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John Macri, Board Chairperson

BOARD REPORT

Meeting Date:
March 29, 2005

Public **In-Camera**
PRESENTED FOR: Information Approval

PRESENTED BY: Senior Administration

SUBMITTED BY: Michael B. Moher, Director of Education
Peter S. Marchini, Superintendent of Business

SUBJECT: **PUBLIC SECTOR SALARY DISCLOSURE ACT, 1996
DISCLOSURE FOR 2004**

RECOMMENDATION:

That the Board receive the report *Public Sector Salary Disclosure Act, 1996 Disclosure for 2004* as information.

BACKGROUND:

The Ministry of Education Public Sector Salary Disclosure Act 1996 mandates that by March 16th, School Boards report on all employees who have earned in excess of \$100,000 during the previous calendar year.

The enclosed schedule "2004 Public Sector Salary Disclosure" provides this information for the Windsor-Essex Catholic District School Board.

FINANCIAL:

Not applicable.

COMMENTS:

This information has been forwarded to the Ministry of Education and Training.

TIMELINES:

Forwarded to the Ministry on March 16, 2005.

APPENDICES:

- 2004 Public Sector Salary Disclosure

RECORD OF EMPLOYEES' 2004 SALARIES AND BENEFITS

Sector	Employer	Surname	Given Name	Position Title	Salary Paid	Taxable Benefits
School Bd.	Windsor Essex Cath. D.S.B.	Berthiaume	Joseph	Superintendent	135,425.65	Nil
School Bd.	Windsor Essex Cath. D.S.B.	Byrne	James	Principal	102,965.97	923.52
School Bd.	Windsor Essex Cath. D.S.B.	Marchini	Peter	Superintendent	134,932.22	Nil
School Bd.	Windsor Essex Cath. D.S.B.	Mohr	Michael	Director of Ed.	156,646.20	Nil
School Bd.	Windsor Essex Cath. D.S.B.	Murray	Patrick	Principal	104,676.02	911.04
School Bd.	Windsor Essex Cath. D.S.B.	Quellette	Janet	Superintendent	128,024.16	Nil

I certify that the information provided on this record is correct in accordance with the Public Sector Salary Disclosure Act, 1996.

Name *Edie S. Maricelli*

Position Title *Superintendent of Business*

Phone Number *519 - 253-2481*

Date *3/04/05*



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BOARD REPORT

Meeting Date:
March 29, 2005

Public **In-Camera**
PRESENTED FOR: Information Approval
PRESENTED BY: Senior Administration
SUBMITTED BY: Michael B. Moher, Director of Education
Peter S. Marchini, Superintendent of Business
SUBJECT: **LEGAL SERVICES – JANUARY 2005**

RECOMMENDATION:

That the report *Legal Services – January 2005* be received as information.

BACKGROUND:

By the terms of the agreement with the board the board's solicitors, Shibley Righton LLP are requested to report fees and services on a regular basis.

This report is supported by documentation that has been provided to and reviewed by senior administration. Records provided indicate hourly rates, time billed, description of services and total amount invoiced.

FINANCIAL:

For the month of January 2005 legal fees submitted are as follows:

* Real Estate and property matters	\$7,832
* Labour, incl. Negotiations, contract administration and arbitrations	\$25,900
• Litigation (incl. OLRB hearings, Spec. Ed., Human Rights and Safe School issues).	\$9,750
* Other Misc. (on-going legal advice and consultation)	<u>\$5,279</u>
TOTAL	<u>\$48,761</u>

COMMENTS:

A portion of the January fees for real estate (\$7,432) will be charged to New Pupil Place Grant Capital project accounts.

TIMELINES:

February 2005 Report – April 2005 Board meeting.

APPENDICES:

- None



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Michael B. Moher, Director of Education

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BOARD REPORT

Meeting Date:
March 29, 2005

PRESENTED FOR: Public In-Camera
Information Approval

PRESENTED BY: Senior Administration

SUBMITTED BY: Michael B. Moher, Director of Education
Peter S. Marchini, Superintendent of Business
Tim Robins, Controller of Facility Services

SUBJECT: GOOD PLACES TO LEARN CAPITAL PLANNING PROCESS

RECOMMENDATION:

That the report *Good Places To Learn Capital Planning Process* be accepted as information.

That, the Board establish a Good Places to Learn Capital Planning Advisory Committee with municipal, school, community and public representation, as well as Board Trustees.

BACKGROUND:

The Good Places to Learn documentation provides a new framework for school board capital planning. Boards will now be required to set and maintain rolling five-year capital plans as a condition of Ministry facilities funding. The first plan is due in October 2005.

One of the key components of the Good Places to Learn plan is:

- Open decision-making, improved board oversight and public participation in capital planning.

The Ministry is requesting that boards strike a Capital Planning Advisory Committee. The committee will help provide feedback from the broader community in the early stages of the capital planning process.

On a broader scale, the Board's new Capital Plan must include a ten-stage process as follows:

1. Program Objectives

Student program objectives incorporating provincial objectives including:

- ❖ Objectives set by the board pertaining to the Ontario Disabilities Act
- ❖ Findings of School Safety Audits being completed by school communities.

Provincial objectives include:

- ❖ Caps of 20 students in primary grades
- ❖ Retention of 10% more 16-17 year olds
- ❖ Childcare spaces.
- ❖ Spaces for community activity.
- ❖ Specialized physical education, arts and technology space.
- ❖ Supplementary measures for declining enrolment boards.

Action Required:

- Administration will review its capital plan to meet the Ontario Disabilities Act legislation.
- Incorporate funding from School safety audits.
- Determine where facility additions are required as a result of provincial objectives.
- Classroom additions rather than portables will be included in the October plan.
- The board will be required to approve the second phase of the four-year phase in of the Primary Class Size cap for the 2005/2006 school year.
- Additional information from the Ministry will be required regarding the other provincial initiatives before final classroom addition needs can be determined.

- **The Superintendent of Business and Controller of Facility Services will coordinate this process with the Superintendent of Curriculum.**

2) Community Engagement

This report recommends the establishment of a Capital Planning Advisory Committee.

Action Required:

- The early establishment of this committee will provide administration with an opportunity to share its capital needs with the committee and receive their input prior to drafting the October Capital Plan.

- **The Controller of Facility Services should chair the committee and report on their recommendations to the Board.**

3) Facilities Needs Plan

Board and provincial objectives need to be assessed as to the impact on board facilities. Timetabling changes or boundary adjustments may need to be looked at.

Action Required:

- Once further details regarding provincial objectives are received, the Capital Plan will incorporate corresponding facility needs.
- **The Superintendent of Business and Controller of Facility Services will coordinate this action with the board's Superintendent of Curriculum and the Director of Education.**

4) Demographic Projections

Data should be used to produce a projection of how population trends will influence future facility needs. The Ministry is requesting that boards work with municipalities and the province to establish medium and long-term trends.

Action Required:

- The Superintendent of Business has convened meetings with the board's Planner and the Town of LaSalle. Residential subdivision proposals, school sites and town service capabilities have been discussed as well as possible cooperation with the town regarding future elementary facility site selection.
- The board's planner will draft a report regarding short and long-term needs within the Town of LaSalle.
- Enrolment projections and population trends within the board's jurisdiction were prepared for the January 2005 Capital Strategy Blueprint for the Future Plan.
- The board's planner reviewed these projections in light of current census data.
- Prior to completion of the October 2005 Capital Plan, all projections will once again be reviewed by Mr. Dragicevic.
- **The Superintendent of Business will work with the board's Planner to review enrolment projections and residential growth patterns within the Board's jurisdiction.**

5) Capital Development

Facility needs should reconcile potential costs against potential financial capacity.

The board will need to indicate the status of reserves, outstanding debt, property dispositions, EDC's etc.

Action Required:

- **The Superintendent of Business will provide necessary financial documentation pertaining to Disposition of Properties and New Pupil Place Grant Reserves as they relate to the New Pupil Place debenture issues.**

6) School Valuation Committee

The board must establish a committee that will set local criteria for understanding a schools education and economic value. School valuations will be conducted to understand the implications of individual school challenges.

Action Required:

- Administration will seek additional information from the Ministry as to the constitution of this committee and the criteria to be included in the facility review.
- **Board Superintendents, Supervisors and the Controller of Facility Services will collaborate on the compiling of data for this review.**

7) Partnership

The board should actively seek partnership opportunities with coterminous school boards. The plan should also evaluate partnership opportunities with municipalities, libraries, parks and recreation and other agencies.

Action Required:

- The board has successfully enacted partnership agreements in the past with local municipalities. The Holy Cross/Town of LaSalle facility sharing partnership is an excellent example.
- Administration in its assessment of facility needs will continue to explore with local municipalities the potential of locating future elementary schools in areas that meet residential growth expectations and may be coordinated with municipal recreation or park development.
- **The Superintendent of Business and board Planner will oversee this action.**

8) Five year Action Plan

The October 2005 plan should indicate how the Good Places to Learn fund resources were used in the first and second phases. School valuations should be conducted for schools that are candidates for replacement if applicable.

The Plan should include:

- ❖ Five year renewal plans from regular funding using life-cycle planning
- ❖ New Schools planned under New Pupil Places or other sources.
- ❖ Identify schools that will be subject to school valuations
- ❖ Identify schools that may be subject to school closing procedures.
- ❖ Identify schools that may be available for regional use.
- ❖ Direct and indirect implications for operational grants from facilities decisions.

The plan should identify challenges where facilities are causing program limitations.

Action Required:

- The board's School Valuation Committee (structure yet to be determined) will review all board facilities and create a list of schools (if any) that should be reviewed. The Ministry valuation criteria have not yet been released.
- Schools that may be subject to school closing procedures will be subject to review by the board's Executive Council and included in the Capital Plan.
- **Superintendent of Curriculum, Superintendent of Business and Controller of Facility Services will provide financial and educational implications pertaining to decisions regarding board facilities.**
- **Controller of Facility Services will coordinate the development of a five (5) year renewal plan.**
- **Superintendent of Business will provide data on new schools such as St. Joseph and St. Anne's funded through NPPG's.**

9) Community Input on Action Plan

The action plan should be submitted for public consumption prior to board approval.

Action Required:

- Since the plan is to be submitted for board approval in October 2005, the community should receive a "draft" plan in September
- **The Superintendent of Business and board's Communication Officer will coordinate the release of the board plan. – September 2005.**

10) Board Approval

Administration to submit report with recommendations in October 2005.

Once capital plans are complete the Ministry will review and approve them. The Ministry will provide incentives for partnerships and transfer of surplus properties.

Boards must maintain provincial data bases and submit an annual report on their capacity to support programs. The Ministry will publish a report of board plans and annual reports on provincial status and its own actions.

FINANCIAL:

Stage One of the Good Places to Learn provided the board with \$588,780 annually. This grant will fund the principal and interest payments on an \$8,094,000 debenture. Funding under Stage Two – Four of Good Places to Learn will be announced after the boards submit their Capital Plan in October 2005.

COMMENTS:

This new funding model for board facility capital expenditures replaces the New Pupil Place Grant funding formula. The Good Places to Learn memorandum also proposes new school closure guidelines.

School valuation will become the focus of board and community discussions. Highlights of the proposed guidelines include:

- Mandatory public notice of one year before a school is closed.
- Several opportunities for public input with wide notice to the community.
- A task force would be appointed, headed by a Trustee, with board membership to hold public meetings, solicit feedback and gain community consensus.
- Boards would be responsible for tracking student's retention and performance for students from closed schools.

Once a school is closed, a board will benefit from reduced operating costs, however the boards pupil capacities will no longer be reduced and additional New Pupil Place Grants will not be generated through the closure.

TIMELINES:

May 31, 2005 – Report of Capital Planning Advisory Committee

August 2005 – “Draft” Five-year Capital Plan Report to board

September 2005 – Release of “Draft” plan to public

October 2005 – Final Plan submission to Ministry

APPENDICES:

- Ministry Memorandum dated March 18, 2005 - 2005:B4 Good Places to Learn: Stage 1 School Repairs

2005:B4

MEMORANDUM TO: Directors of Education

FROM: Wayne Burtnyk
Assistant Deputy Minister (A)
Business and Finance Division

DATE: March 18, 2005

SUBJECT: **Good Places to Learn: Stage 1 School Repairs**

I am writing further to Memorandum 2005:B2 of February 18th, to provide you with additional information regarding Stage 1 allocations for school repairs under the Good Places to Learn initiative. It is hoped that this additional information will help boards to plan for their renewal projects this summer. I also enclose a timeline for further actions to follow-up on the February 17 announcement.

As the Minister indicated in his February 17th announcement, the Government has taken significant action to help school boards address their urgent and high repair needs and to improve the existing inventory of school buildings.

Board Allocation

The Good Places to Learn initiative focuses on addressing urgent and high repair needs that were identified through an inspection of all schools carried out under the direction of Physical Planning Technologies Incorporated (PPTI) in 2002 and 2003. The definition of *urgent* and *high* was derived from PPTI's technical assessment of the condition of those building components identified as fundamental to the operation of a school. Detailed data of school renewal needs, including projects by priority level and by year, has been compiled in board-specific databases using the ReCAPP asset management software.

The detailed renewal data were adjusted to reflect updates to the School Facilities Inventory System for 2004-05. For the purposes of this initiative, schools not operating a regular day school program in 2004-05 are not included in the database. Schools that have been identified as candidates for replacement by virtue of having a facilities condition index of 65%, or greater, are also excluded from the high and urgent needs identified in the database.

A paper listing facilities with urgent and high needs projects is available on the Ministry's FTP site at <ftp://ftp.edu.gov.on.ca/sfis/facilities-policy-review>. Boards also have access to the detailed list of projects through their ReCAPP data base. Boards are requested to review this material carefully and advise the Ministry's Business Services Branch by April 15, 2005, if there are any errors and omissions. Issues identified will be reviewed on a case-by-case basis. Any adjustments necessary will be taken into consideration in the allocation of funds under Stage 2 of this initiative.

An overview of how the Stage 1 allocation was calculated is as follows. Each board's projected financed amount, as communicated in the B2 Memorandum, is designed to address approximately 40% of a base figure for renewal needs. The base figure is calculated as either the total urgent and high needs for 2003 and 2004, or 40% of the total repair needs for those two years, whichever is greater.

With respect to Stage 2 of Good Places to Learn, advice will be sought from the sector on the best way to allocate the remaining funds under this initiative, with final decisions being made after boards have finalized their long-term capital plans in the Fall.

Financing for Repair Projects

Although this is technically a 2005-06 initiative, boards should not wait until September 2005 to begin to address their urgent and high needs priority projects. For work undertaken this summer, boards are expected to arrange short-term financing to cover expenditures. Funding will be provided to boards for the interest costs incurred over the summer to support this initiative.

Boards are also expected to make similar short-term financing arrangements for the urgent and high needs work that is undertaken during the 2005-06 school year. The Province will cover these short-term interest costs as well, until such time as boards' commitments under Stage 1 can be consolidated, with the help of the Province, into a long-term financing vehicle. Boards are therefore required to wait for Ministry direction before making any long-term financing decisions related to this initiative.

The Ministry has established a target short-term interest rate of 2.75% to finance the cost of repairs for Stage 1 renewal. If your board is able to obtain this rate or a lower one, through your own credit arrangements, please advise staff in the Business Services Branch. If your board is unable to arrange financing at this rate, please notify the Business Services Branch and we will provide assistance through the joint government and school board task force on capital financing, led by Peter Derochie, President of the Ontario School Boards Financing Corporation. Further information about the task force will be provided shortly.

Boards that have benefited in the past from inter-board bulk purchasing are strongly encouraged to continue these practices in order to find the most cost effective way of repairing their schools. All boards should consider entering into such cooperative arrangements. To support boards' efforts in this area, Peter Derochie has also been asked to lead an inter-board group to explore ways of coordinating bulk bidding and purchasing of building components and services to take advantage of economies of scale. Any savings achieved through this approach will be retained by boards to support further renewal activity.

Flexibility in Project Selection

Boards have the flexibility to choose renewal projects for Stage 1 from their total urgent and high needs for 2003 and 2004 identified in their ReCAPP database. It is not necessary to receive Ministry approval of individual projects undertaken through this initiative. However, boards are asked to pass a formal resolution indicating that funds from Stage 1 of Good Places to Learn will only be used to address repair projects that have been identified as urgent and high needs in the ReCAPP database. Please forward a copy of your board resolution to the Business Services Branch.

Boards are encouraged to undertake as much work as possible this summer. The Ministry, however, recognizes that this may not always be possible or cost effective because of local circumstances, such as the availability of tradespeople, or the price structure of a particular kind of work or building component. Boards' entitlements under Stage 1 will not be affected if they are unable to fully undertake projects this summer.

To maximize the long-term benefit from this investment, Stage 1 repair projects should only take place in schools that will remain open for 10 years or more. Repairs to schools that may be considered for future closure can still be made through your annual Grant for School Renewal.

Reporting

Boards are asked to report to the Ministry by June 15, 2005, through the School Renewal Report on SFIS, on the specific projects they plan to complete before classes begin in September, 2005. The Ministry may conduct site visits to assess the progress of projects.

Boards will be asked to prepare annual public reports that document the renewal improvements made to each school, the costs, and any savings achieved as part of the Stage 1 initiative.

Licensing with PPTI

The Ministry of Education has negotiated a Software License and Database Services Agreement on behalf of the entire school board system with PPTI. All boards are expected to sign the license agreement, with the cost being covered by funding allocated to boards for that purpose in the 2004-05 funding regulation. Once school boards have signed their individual licensing agreements with PPTI, they will be given access to their individual ReCAPP databases. This access will allow boards to update their school building condition assessment information developed from the inspections of all schools in 2003 and will also assist boards in project selection and in developing effective school renewal programs.

Next Steps

The Ministry will be working with boards on all aspects of the implementation of the Good Places to Learn policy. Provided below is a timeline outlining when further information will be available on the various aspects of the policy and opportunities for board consultation.

Beginning of April

- Notify boards of process for review of school closing decisions made during provincial moratorium (after December, 2003)

Late April

- Final school closure guidelines and school valuation templates

Early May

- Guidelines for capital planning process for comments
- Release funding criteria and preliminary list of schools eligible for replacement as Prohibitive to Repair

Early June

- School closure reviews complete

September

- Planning for Phase 2 high and urgent needs renewal projects based on updated ReCAPP database and Ministry SFIS

October

- Long-term capital plans due to Ministry

If you have any questions regarding the information provided in this memorandum, please contact Kerry Pond at (416) 325-4030 (e-mail: kerry.pond@edu.gov.on.ca) or Lygia Dallip at (416) 325-2017 (e-mail: lygia.dallip@edu.gov.on.ca) of the Ministry's Business Services Branch.

Good Places to Learn underscores the Government's commitment to creating learning environments that support higher student achievement. I look forward to your cooperation and support as we move forward to implement this new approach to the renewal of Ontario's schools.



Wayne Burtnyk
Assistant Deputy Minister (A)
Business and Finance Division

cc: Senior Business Officials



Windsor-Essex Catholic District School Board

1325 California Avenue, Windsor, Ontario N9B 3Y6
Telephone (519) 253-2481 Fax: (519) 253-0620

Michael B. Moher, Director of Education

John Macri, Board Chairperson

BOARD REPORT

Meeting Date:
March 29, 2005

Public **In-Camera**

PRESENTED FOR: Information Approval

PRESENTED BY: Senior Administration

SUBMITTED BY: Michael B. Moher, Director of Education
Joseph Berthiaume, Superintendent of Education
Janet Ouellette, Superintendent of Education

SUBJECT: 2005 SPRING MUSKOKA WOODS LEADERSHIP EXPERIENCE

RECOMMENDATION:

That the Board approve the *2005 Spring Muskoka Woods Leadership Experience* field trip.

BACKGROUND: This trip is in relation to the students' program/courses. (See attached letter)

FINANCIAL: None.

COMMENTS: This field trip request is in compliance with the Field Trip Policy (SC:04). All procedures with regard to the policy have been followed.

TIMELINES:

Community 1 Elementary Schools (April 30 – May 3): Our Lady of the Annunciation, St. Anthony, St. Bernard (W), Our Lady of Mount Carmel, St. John the Evangelist, Holy Name, W. J. Langlois, St. Joseph, Notre Dame, Christ the King, L. A. Desmaris;

Community 2 Elementary Schools (May 3 – May 6): St. John the Baptist, St. Angela, St. Anne, St. Christopher, Immaculate Conception, St. John Vianney, Holy Cross, Our Lady of Perpetual Help;

Community 3 Secondary Schools (April 29 – May 6): St. Joseph's, St. Thomas of Villanova, Cardinal Carter, F. J. Brennan.

APPENDICES:

- Letter and information package dated March 8, 2005
- Requests for Approval of Field Trip – SC:04 Form A



St. John Vianney Catholic School

8405 Cedarview, Windsor, Ontario N8S 1K9

Telephone: (519) 948-8817 Fax: (519) 948-6719

Email: www.wecdsb.on.ca/137

Principal: Mr. S. Freeman Vice-Principal: Mr. G. Peck

Secretaries: Ms. L. Robillard & Mrs. H. Hayes

The Windsor-Essex Catholic District School
Director of Education Mr M Moher

Superintendent Mrs J Ouellette
Trustee Mrs B Holland

March 8, 2005

Dear Mr. Moher:

We are writing on behalf of the attached lists of schools for permission to attend the Muskoka Woods Sports Resort. Our objectives include:

- promote the awareness and importance of youth participation in outdoor recreational activities
- provide our students with the opportunity for leadership training and the development of cooperative skills (teamwork)
- provide our students with the opportunity for personal growth and confidence through recreational activities
- create a Christian environment that is supportive, encouraging and that challenges students and staff to 'do their best'

This spring we are pleased to accommodate 19 elementary schools and 4 secondary schools with a total of approximately 1,000 students. Please find attached our Muskoka Woods Leadership Experience package and the *Request for Approval of Field Trip Forms* from the interested schools.

Our organizing team would be pleased to address any questions or concerns you may have pertaining to this request.

Thank you for your time and consideration!

Sincerely,

The Team

Gregory Peck
Paul Picard
Jim McMahon
Cathy Geml
Therese Barichello

**WECDSB
MUSKOKA WOODS
LEADERSHIP EXPERIENCE
2005**

'A Life-Changing Experience'

Our Muskoka Community

Community #1

April 30th to May 3rd

	Holy Name
Our Lady of the Annunciation	St. Joseph
St. Bernard	Notre Dame
St. Anthony	Christ the King
Our Lady of Mount Carmel	L.A. Desmaris
St. John the Evangelist	
W. J. Langlois	

Our Muskoka Community

Community #2

May 3rd to May 6th

St. John the Baptist

St. Angela

St. Christopher

St. Anne

Immaculate Conception

St. John Vianney

Holy Cross

Our Lady of Perpetual Help

'A Life-Changing Experience'

Our Muskoka Community

Community #3

Friday, April 29th to May 6th

Muskoka Woods Staff

WECD SB Teaching Staff

St. Joseph Secondary School

St. Thomas of Villanova Secondary School

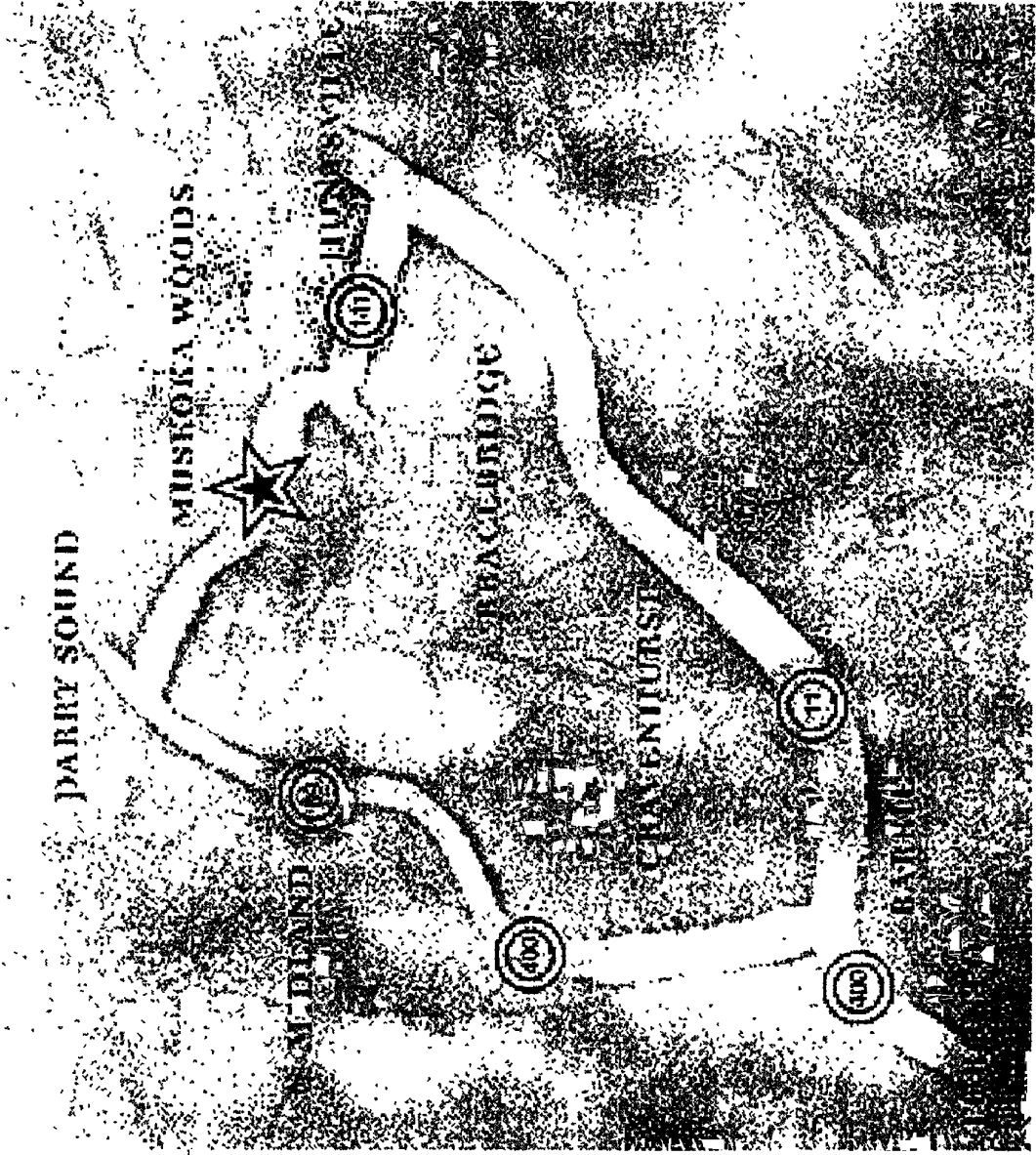
Cardinal Carter Secondary School

Brennan Secondary School

Father Jim Roche

Windsor Paramedic Bike Patrol Association

Muskoka Woods Sports Resort



'A Life-Changing Experience'

Why Muskoka Woods?

- The Muskoka Woods Sports Resort is located on over 1000 beautiful wooded acres and 2800 feet of shoreline on Lake Rosseau, in the heart of the Muskoka Lakes Region.
- Muskoka Woods provides the ideal environment to challenge students through sports, recreation and education, in a beautiful outdoor setting.

'A Life-Changing Experience'

Our Purpose

- promote the awareness and importance of youth participation in outdoor recreational activities
- provide our students with the opportunity for leadership training and the development of cooperative skills (teamwork)
- provide our students with the opportunity for personal growth and confidence through recreational activities - challenge by choice
- create a Christian environment that is supportive, encouraging and that challenges students and staff to 'do their best' - the Muskoka Spirit

Our Muskoka Activities

High Ropes
Rollerblading
Mountain Biking
Rocket Building
Archery
Skateboarding
Ultimate Frisbee
Extreme Biking
Rollerskating
Orienteering
Indoor Ropes
Low Ropes
Drama
Canoeing

Golf
Hiking
Pyramid Building
Folk & Creative Dance
Kinball
Badminton
Cooperative Games
Crazy Games
Spirit Night
Journal Writing
Initiative Games
Golf
Beach Volleyball
The BIG Hike

'A Life-Changing Experience'

A Muskoka Day

- 6:00 a.m. Fresh air wake-up/grooming/cabin cleaning and inspection
- 8:00 a.m. Prayer, hearty breakfast & morning announcements
- 9:00 a.m. Activity period #1
- 10:00 a.m. Activity period #2
- 11:00 a.m. Activity period #3
- 12:00 p.m. Activity period #4
- 1:00 p.m. Prayer, lunch & afternoon announcements
- 2:00 p.m. Activity period #5
- 3:00 p.m. Activity period #6
- 4:00 p.m. Activity period #7
- 5:00 p.m. Activity period #8
- 6:00 p.m. Prayer, dinner & evening announcements
- 7:30 p.m. Evening program
- 9:30 p.m. **HOMEWORK & snack**
- 11:00 p.m. Lights out!!!

Bottom Line

Elementary Students - 3 nights/4 days

Accommodations, meals and program fees per student \$270.00
Transportation via highway coach \$75.00
Total cost per student \$345.00

Secondary Students - 4 nights/5 days

Accommodations, meals and program fees per student \$148.50
Transportation via highway coach \$75.00
Total cost per student \$223.50

Teaching Staff

Accommodations, meals and fun \$135.00
Transportation via highway coach \$75.00
Total cost per staff/University student \$210.00

The Muskoka Spirit

*“You don’t have to be the best...you
just have to do your best!”*

‘A Life-Changing Experience’



Request for Approval of Field Trip

School	L.A. Desmarais Catholic School		Date of Trip	04/30/05 to 05/03/05	
Destination	Muskoka Woods Sports Resort		Mode of Transportation	Highway Coach	
School Departure Time	6:00 am	School Arrival Time	7:00 pm	Name of Carrier	Erie
# of Male Students	19	Grade of Students	5	Number of Supervisors	Female 1 Male 2
# of Female Students	8	Personal Cost Per Student	\$10.00	Travel Company Involved	
Total Cost Per Student	\$345.00				

EDUCATIONAL RATIONALE

Name of Teacher: Rob Morin, Robbie-Lynn Schreindler and Louie Urso

Purpose of Trip: Leadership Training/Recreation/Personal Growth

Relationship to Students' Program/Course: Cross Curricular - Health & Physical Education/Language/Arts/Religion

Pre-Trip Preparation(s) by Students: Student Journal/Spirit Presentation/Itinerary Organization

Follow-Up Activities Planned: School leadership initiatives.

If Activity is Occuring over a Weekend Indicate Plans for Students to Attend a Eucharistic Celebration: Father Jim Roche will celebrate the Eucharist.

Date Submitted	02/18/2005	Name of Teacher	Rob Morin
Approval Date	02/18/2005	Name of Principal	Louie Urso
Approval Date		Name of Superintendent	<i>[Signature]</i>
Approval Date		Board of Trustees Approval (per Superintendent)	

**For Same Day Local/Regional Trip, submit request to Principal 2 weeks prior to trip.
 For Multiple Days Local/Regional Trips, submit request to Superintendent 4 weeks prior to trips.
 For Special Trips, submit request to Superintendent for Board approval 8 weeks prior to trip.**

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip.

In accordance with the Municipal Freedom of Information and Protection of Privacy Act, 1989, information in forms and documents pertaining to a student registered/enrolled within the Windsor-Essex Catholic District School Board is collected under the legal authority of the Education Act and its Regulations and the Ontario Student Record Guideline, 1980



Request for Approval of Field Trip

School	Christ the King		Date of Trip	04/30/2005 to 05/03/05	
Destination	Muskoka Woods Sports Resort		Mode of Transportation	Highway Coach	
School Departure Time	6.00am	School Arrival Time	7:00pm	Name of Carrier	Erie
# of Male Students	27	Grade of Students	Eight	Number of Supervisors	Female 2 Male 2
# of Female Students	20	Personal Cost Per Student	\$300 00	Travel Company Involved	
Total Cost Per Student	\$345 00				

EDUCATIONAL RATIONALE

Name of Teacher: Kevin Bellaire, Tom Adams, Joie Jobin and Christine Stillmack

Purpose of Trip: Leadership Training/Recreation/Personal Growth

Relationship to Students' Program/Course: Cross Curricular - Health & Physical Education/Language/Arts/Religion

Pre-Trip Preparation(s) by Students: Student Journal/Spirit Presentation/Itinerary Organization

Follow-Up Activities Planned: School leadership initiatives

If Activity is Occurring over a Weekend Indicate Plans for Students to Attend a Eucharistic Celebration: Father Jim Roche will celebrate Eucharist on Sunday May 1, 2005

Date Submitted	03/04/2005	Name of Teacher	Tom Adams and Joie Jobin
Approval Date	03/08/2005	Name of Principal	Kevin Bellaire
Approval Date		Name of Superintendent	Joseph Berthiaume
Approval Date		Board of Trustees Approval (per Superintendent)	

**For Same Day Local/Regional Trip, submit request to Principal 2 weeks prior to trip.
 For Multiple Days Local/Regional Trips, submit request to Superintendent 4 weeks prior to trips.
 For Special Trips, submit request to Superintendent for Board approval 8 weeks prior to trip.**

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip

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Request for Approval of Field Trip

School	Our Lady of Mount Carmel		Date of Trip	04/30/05 to 05/03/05	
Destination	Muskoka Woods Sports Resort		Mode of Transportation	Highway Coach	
School Departure Time	06:00 AM	School Arrival Time	07:00 PM	Name of Carrier	Erie
# of Male Students	26	Grade of Students	8	Number of Supervisors	Female 1 Male 2
# of Female Students	18	Personal Cost Per Student		Travel Company Involved	
Total Cost Per Student	\$345.00				

EDUCATIONAL RATIONALE

Name of Teacher: Rick Barron

Purpose of Trip: Leadership Training/Recreation/Personal Growth

Relationship to Students' Program/Course: Cross Curricular - Health & Physical Education/Language/Arts/Religion

Pre-Trip Preparation(s) by Students: Student Journal/Spirit Presentation/Itinerary Organization

Follow-Up Activities Planned: School Leadership Initiatives

If Activity is Occuring over a Weekend Indicate Plans for Students to Attend a Eucharistic Celebration: Father Jim Roche will celebrate the Eucharist.

Date Submitted	02/28/2005	Name of Teacher	Rick Barron
Approval Date	04/28/2005	Name of Principal	Kathy Lovell
Approval Date		Name of Superintendent	Joseph Berthiaume
Approval Date		Board of Trustees Approval (per Superintendent)	

**For Same Day Local/Regional Trip, submit request to Principal 2 weeks prior to trip.
 For Multiple Days Local/Regional Trips, submit request to Superintendent 4 weeks prior to trips.
 For Special Trips, submit request to Superintendent for Board approval 8 weeks prior to trip.**

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip

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Request for Approval of Field Trip

School	Our Lady of the Annunciation		Date of Trip	04/30/05 to 05/03/05	
Destination	Muskoka Woods Sports Resort		Mode of Transportation	Highway Coach	
School Departure Time	6.00 am	School Arrival Time	7:00 pm	Name of Carrier	Erie
# of Male Students	13	Grade of Students	8	Number of Supervisors	Female 2 Male 1
# of Female Students	6	Personal Cost Per Student	\$345.00	Travel Company Involved	
Total Cost Per Student	\$345.00				

EDUCATIONAL RATIONALE

Name of Teacher: Tara Pitre / Mike Drouillard

Purpose of Trip: Leadership Training/Recreation/Personal Growth

Relationship to Students' Program/Course: Cross Curricular - Health & Physical Education/Language/Arts/Religion

Pre-Trip Preparation(s) by Students: Student Journal/Spirit Presentation/Itinerary Organization

Follow-Up Activities Planned: School leadership initiatives.

If Activity is Occuring over a Weekend Indicate Plans for Students to Attend a Eucharistic Celebration: Father Jim Roche will celebrate the Eucharist .

Date Submitted	02/22/2005	Name of Teacher	Tara Pitre
Approval Date	02/23/2005	Name of Principal	Colleen Keech
Approval Date		Name of Superintendent	Joseph Berthiaume
Approval Date		Board of Trustees Approval (per Superintendent)	

For Same Day Local/Regional Trip, submit request to Principal 2 weeks prior to trip.
For Multiple Days Local/Regional Trips, submit request to Superintendent 4 weeks prior to trips.
For Special Trips, submit request to Superintendent for Board approval 8 weeks prior to trip.

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip

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Request for Approval of Field Trip

School	St. Joseph		Date of Trip	04/30/05 to 05/03/05	
Destination	Muskoka Woods Sports Resort		Mode of Transportation	Highway Coach	
School Departure Time	6:00 am	School Arrival Time	7 00 pm	Name of Carrier	Erie
# of Male Students	23	Grade of Students	8	Number of Supervisors	Female 3 Male 3
# of Female Students	28	Personal Cost Per Student	384.00	Travel Company Involved	N/A
Total Cost Per Student	\$345.00				

EDUCATIONAL RATIONALE

Name of Teacher: Vicky Walker, Fred Macapagal

Purpose of Trip: Leadership Training/Recreation/Personal Growth

Relationship to Students' Program/Course: Cross Curricular - Health & Physical Education/Language/Arts/Religion

Pre-Trip Preparation(s) by Students: Student Journal/Spirit Presentation/Itinerary Organization

Follow-Up Activities Planned: School leadership initiatives.

If Activity is Occuring over a Weekend Indicate Plans for Students to Attend a Eucharistic Celebration: Father Jim Roche will celebrate the Eucharist .

Date Submitted	02/21/2005	Name of Teacher	Vicky Walker, Fred Macapagal
Approval Date	02/21/2005	Name of Principal	Liz Pagliaroli
Approval Date		Name of Superintendent	Joe Berthiaume
Approval Date		Board of Trustees Approval (per Superintendent)	

**For Same Day Local/Regional Trip, submit request to Principal 2 weeks prior to trip.
 For Multiple Days Local/Regional Trips, submit request to Superintendent 4 weeks prior to trips.
 For Special Trips, submit request to Superintendent for Board approval 8 weeks prior to trip.**

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip

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Request for Approval of Field Trip

School	St. John the Evangelist Catholic School, Woodslee		Date of Trip	04/30/05 to 05/03/05	
Destination	Muskoka Woods Sports Resort		Mode of Transportation	Highway Coach	
School Departure Time	6.00 am	School Arrival Time	7:00 pm	Name of Carrier	Erie
# of Male Students	16	Grade of Students	8	Number of Supervisors	Female 2 Male 2
# of Female Students	7	Personal Cost Per Student	\$345.00	Travel Company Involved	
Total Cost Per Student	\$345.00				

EDUCATIONAL RATIONALE

Name of Teacher: Mr. R. Samrah, Mrs. M. Ingratta, Mrs. J. Gillis, Mr. R. Sasso

Purpose of Trip: Leadership Training/Recreation/Personal Growth

Relationship to Students' Program/Course: Cross Curricular - Health & Physical Education/Language/Arts/Religion

Pre-Trip Preparation(s) by Students: Student Journal/Spirit Presentation/Itinerary Organization

Follow-Up Activities Planned: School leadership initiatives.

If Activity is Occuring over a Weekend Indicate Plans for Students to Attend a Eucharistic Celebration: Father Jim Roche will celebrate the Eucharist.

Date Submitted	02/21/2005	Name of Teacher	Mr. Samrah, Mrs. Ingratta, Mrs. Gillis
Approval Date	02/21/2005	Name of Principal	Mr. Randal Sasso
Approval Date		Name of Superintendent	<i>[Signature]</i>
Approval Date		Board of Trustees Approval (per Superintendent)	

For Same Day Local/Regional Trip, submit request to Principal 2 weeks prior to trip.
For Multiple Days Local/Regional Trips, submit request to Superintendent 4 weeks prior to trips.
For Special Trips, submit request to Superintendent for Board approval 8 weeks prior to trip.

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip.

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Request for Approval of Field Trip

School	St. Bernard-Windsor		Date of Trip	04/30/05 to 05/03/05	
Destination	Muskoka Woods Sports Resort		Mode of Transportation	Highway Coach	
School Departure Time	6.00 am	School Arrival Time	7 00 pm	Name of Carrier	Erie
# of Male Students	22	Grade of Students	8	Number of Supervisors	Female 2 Male 2
# of Female Students	22	Personal Cost Per Student	\$345 00	Travel Company Involved	
Total Cost Per Student	\$345 00				

EDUCATIONAL RATIONALE

Name of Teacher: Laura Hammett, Ian Drago, Ben McKinnon & Rhonda Mayea (EA)

Purpose of Trip: Leadership Training/Recreation/Personal Growth

Relationship to Students' Program/Course: Cross Curricular - Health & Physical Education/Language/Arts/Religion

Pre-Trip Preparation(s) by Students: Student Journal/Spirit Presentation/Itinerary Organization

Follow-Up Activities Planned: School leadership initiatives.

If Activity is Occuring over a Weekend Indicate Plans for Students to Attend a Eucharistic Celebration: Father Jim Roche will celebrate the Eucharist .

Date Submitted	02/18/2005	Name of Teacher	Mrs. Laura Hammett
Approval Date	02/18/2005	Name of Principal	Mr. Gary Renaud
Approval Date		Name of Superintendent	Janet Ouellette
Approval Date		Board of Trustees Approval (per Superintendent)	

For Same Day Local/Regional Trip, submit request to Principal 2 weeks prior to trip.
For Multiple Days Local/Regional Trips, submit request to Superintendent 4 weeks prior to trips.
For Special Trips, submit request to Superintendent for Board approval 8 weeks prior to trip.

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip.

In accordance with the Municipal Freedom of Information and Protection of Privacy Act, 1989, information in forms and documents pertaining to a student registered/enrolled within the Windsor-Essex Catholic District School Board is collected under the legal authority of the Education Act and its Regulations and the Ontario Student Record Guideline, 1980.



Windsor-Essex Catholic District School Board
 1325 California Avenue
 Windsor, Ontario, N9B 3Y6
 (519)253-2481

SC:04 Form A

Request for Approval of Field Trip

School	ST ANTHONY SIMON		Date of Trip	04/30/05 to 05/01/05	
Destination	Muskoka Woods Sports Resort		Mode of Transportation	Highway Coach	
School Departure Time	8:00 am	School Arrival Time	7:00 pm	Name of Carrier	Erie
# of Male Students	18	Grade of Students	8	Number of Supervisors	Female 2 Male 1
# of Female Students	16	Personal Cost Per Student	10.00	Travel Company Involved	
Total Cost Per Student	\$345.00				

EDUCATIONAL RATIONALE

Name of Teacher: JANIE KUZNIAR, Joel McMahon, Nicole Dimitropoul

Purpose of Trip: Leadership Training/Recreation/Personal Growth

Relationship to Students' Program/Course: Cross Curricular - Health & Physical Education/Language/Arts/Religion

Pre-Trip Preparation(s) by Students: Student Journal/Spirit Presentation/Itinerary Organization

Follow-Up Activities Planned: School leadership initiatives.

If Activity is Occurring over a Weekend indicate Plans for Students to Attend a Eucharistic Celebration: Father Jim Roche will celebrate the Eucharist.

Date Submitted	Feb 25/05	Name of Teacher	Janie Kuzniar
Approval Date	Feb 25/05	Name of Principal	[Signature]
Approval Date		Name of Superintendent	[Signature]
Approval Date		Board of Trustees Approval (per Superintendent)	

For Same Day Local/Regional Trip, submit request to Principal 2 weeks prior to trip.
For Multiple Days Local/Regional Trips, submit request to Superintendent 4 weeks prior to trips.
For Special Trips, submit request to Superintendent for Board approval 8 weeks prior to trip.

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip

In accordance with the Municipal Freedom of Information and Protection of Privacy Act, 1989, information in forms and documents pertaining to a student registered/enrolled within the Windsor-Essex Catholic District School Board is collected under the legal authority of the Education Act and its Regulations and the Ontario Student Record Guideline, 1980.

April 1999

Original: Teacher Responsible

at school

"Learning together in faith and service"



Request for Approval of Field Trip

School	W.J. Langlois		Date of Trip	Ex. mm/dd/yyyy 04/30/05 to 05/03/05	
Destination	Muskoka Woods Sports Resort		Mode of Transportation	Highway Coach	
School Departure Time	6:00 am	School Arrival Time	7:00 pm	Name of Carrier	Erie
# of Male Students	15	Grade of Students	8	Number of Supervisors	Female <input type="text" value="2"/> Male <input type="text" value="2"/>
# of Female Students	20	Personal Cost Per Student	\$345.00	Travel Company Involved	
Total Cost Per Student	\$345.00				

EDUCATIONAL RATIONALE

Name of Teacher Melissa Lucier / Tina Grusas / J.P. Trepanier / Rino Licata

Purpose of Trip Leadership Training/Recreation/Personal Growth

Relationship to Students' Program/Course Cross Curricular - Health & Physical Education/Language/Arts/Religion

Pre-Trip Preparation(s) by Students Student Journal/Spirit Presentation/Itinerary Organization

Follow-Up Activities Planned School leadership initiatives

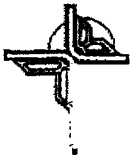
If Activity is Occuring over a Weekend Indicate Plans for Students to Attend a Eucharistic Celebration Father Jim Roche will celebrate the Eucharist .

Date Submitted	<u>02/21/2005</u>	Name of Teacher	<u>Melissa Lucier</u>
Approval Date	<u>02/21/2005</u>	Name of Principal	<u>Rino Licata</u>
Approval Date		Name of Superintendent	<u>J. Berthiaume</u>
Approval Date		Board of Trustees Approval (per Superintendent)	

**For Same Day Local/Regional Trip, submit request to Principal 2 weeks prior to trip.
 For Multiple Days Local/Regional Trips, submit request to Superintendent 4 weeks prior to trips.
 For Special Trips, submit request to Superintendent for Board approval 8 weeks prior to trip.**

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip.

In accordance with the Municipal Freedom of Information and Protection of Privacy Act, 1989, information in forms and documents pertaining to a student registered/enrolled within the Windsor-Essex Catholic District School Board is collected under the legal authority of the Education Act and its Regulations and the Ontario Student Record Guideline, 1980.



Request for Approval of Field Trip

School	Notre Dame		Date of Trip	04/30/05 to 05/03/05	
Destination	Muskoka Woods Sports Resort		Mode of Transportation	Highway Coach	
School Departure Time	6:00 am	School Arrival Time	7:00 pm	Name of Carrier	Erie
# of Male Students	28	Grade of Students	8	Number of Supervisors	Female 2 Male 2
# of Female Students	23	Personal Cost Per Student	\$300.00	Travel Company Involved	
Total Cost Per Student	\$345.00				

EDUCATIONAL RATIONALE

Name of Teacher: Jamie Bumbacco, Karen Lawrenson, Darryl Fanick, Cindy Parent

Purpose of Trip: Leadership Training/Recreation/Personal Growth

Relationship to Students' Program/Course: Cross Curricular - Health & Physical Education/Language/Arts/Religion

Pre-Trip Preparation(s) by Students: Student Journal/Spirit Presentation/Itinerary Organization

Follow-Up Activities Planned: School leadership initiatives.

If Activity is Occuring over a Weekend Indicate Plans for Students to Attend a Eucharistic Celebration: Father Jim Roche will celebrate the Eucharist

Date Submitted	02/21/2005	Name of Teacher	Karen Lawrenson
Approval Date	02/21/2005	Name of Principal	Jamie Bumbacco
Approval Date		Name of Superintendent	
Approval Date		Board of Trustees Approval (per Superintendent)	

**For Same Day Local/Regional Trip, submit request to Principal 2 weeks prior to trip.
 For Multiple Days Local/Regional Trips, submit request to Superintendent 4 weeks prior to trips.
 For Special Trips, submit request to Superintendent for Board approval 8 weeks prior to trip.**

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip.

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Request for Approval of Field Trip

School	HOLY NAME CATHOLIC ELEMENTARY		Date of Trip	Ex. mm/dd/yyyy 04/30/05 to 05/03/05	
Destination	Muskoka Woods Sports Resort		Mode of Transportation	Highway Coach	
School Departure Time	6 00 am	School Arrival Time	7 00 pm	Name of Carrier	Erie
# of Male Students	28	Grade of Students	EIGHT	Number of Supervisors	Female 3 Male 4
# of Female Students	32	Personal Cost Per Student	\$300.00	Travel Company Involved	
Total Cost Per Student	\$345.00				

EDUCATIONAL RATIONALE

Name of Teacher **Sean Ryan**

Purpose of Trip **Leadership Training/Recreation/Personal Growth**

Relationship to Students' Program/Course **Cross Curricular - Health & Physical Education/Language/Arts/Religion**

Pre-Trip Preparation(s) by Students **Student Journal/Spirit Presentation/Itinerary Organization**

Follow-Up Activities Planned **School leadership initiatives.**

If Activity is Occuring over a Weekend Indicate Plans for Students to Attend a Eucharistic Celebration
Father Jim Roche will celebrate the Eucharist .

Date Submitted	02/21/2005	Name of Teacher	Sean Ryan
Approval Date	02/21/2005	Name of Principal	David Lozinsky
Approval Date		Name of Superintendent	<i>[Signature]</i>
Approval Date		Board of Trustees Approval (per Superintendent)	

**For Same Day Local/Regional Trip, submit request to Principal 2 weeks prior to trip.
 For Multiple Days Local/Regional Trips, submit request to Superintendent 4 weeks prior to trips.
 For Special Trips, submit request to Superintendent for Board approval 8 weeks prior to trip.**

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip

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Request for Approval of Field Trip

School	St. John the Baptist		Date of Trip	05/03/05 to 05/06/05	
Destination	Muskoka Woods Sports Resort		Mode of Transportation	Highway Coach	
School Departure Time	5.00 am	School Arrival Time	3:00 pm	Name of Carrier	Erie
# of Male Students	29	Grade of Students	8	Number of Supervisors	Female 2 Male 2
# of Female Students	29	Personal Cost Per Student	\$235.00	Travel Company Involved	
Total Cost Per Student	\$345.00				

EDUCATIONAL RATIONALE

Name of Teacher: Steve Gregetz, Lindsay Hasen, Jeff Drouillard, Sharon O'Hagan Wong

Purpose of Trip: Leadership Training/Recreation/Personal Growth

Relationship to Students' Program/Course: Cross Curricular - Health & Physical Education/Language/Arts/Religion

Pre-Trip Preparation(s) by Students: Student Journal/Spirit Presentation/Itinerary Organization

Follow-Up Activities Planned: School leadership initiatives.

If Activity is Occuring over a Weekend Indicate Plans for Students to Attend a Eucharistic Celebration: Father Jim Roche will celebrate the Eucharist.

Date Submitted	02/21/2005	Name of Teacher	Steve Gregetz
Approval Date	02/21/2005	Name of Principal	Sharon O'Hagan Wong
Approval Date		Name of Superintendent	Janet Ouellette
Approval Date		Board of Trustees Approval (per Superintendent)	

For Same Day Local/Regional Trip, submit request to Principal 2 weeks prior to trip.
For Multiple Days Local/Regional Trips, submit request to Superintendent 4 weeks prior to trips.
For Special Trips, submit request to Superintendent for Board approval 8 weeks prior to trip.

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip.

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Request for Approval of Field Trip

School	St. John Vianney		Date of Trip	05/03/05 to 05/06/05	
Destination	Muskoka Woods Sports Resort		Mode of Transportation	Highway Coach	
School Departure Time	5:00 am	School Arrival Time	3:00 pm	Name of Carrier	Erie
# of Male Students	35	Grade of Students	7	Number of Supervisors	Female 2 Male 2
# of Female Students	25	Personal Cost Per Student	\$345.00	Travel Company Involved	
Total Cost Per Student	\$345.00				

EDUCATIONAL RATIONALE

Name of Teacher: Patrick Fioret, Colleen Shannon, Theresa Luscombe, Steve Freeman

Purpose of Trip: Leadership Training/Recreation/Personal Growth

Relationship to Students' Program/Course: Cross Curricular - Health & Physical Education/Language/Arts/Religion

Pre-Trip Preparation(s) by Students: Student Journal/Spirit Presentation/Itinerary Organization

Follow-Up Activities Planned: School leadership initiatives.

If Activity is Occuring over a Weekend Indicate Plans for Students to Attend a Eucharistic Celebration: Father Jim Roche will celebrate the Eucharist.

Date Submitted	03/06/2005	Name of Teacher	Patrick Fioret
Approval Date	03/06/2005	Name of Principal	Steve Freeman
Approval Date		Name of Superintendent	<i>John D'Amico</i>
Approval Date		Board of Trustees Approval (per Superintendent)	

**For Same Day Local/Regional Trip, submit request to Principal 2 weeks prior to trip.
 For Multiple Days Local/Regional Trips, submit request to Superintendent 4 weeks prior to trips.
 For Special Trips, submit request to Superintendent for Board approval 8 weeks prior to trip.**

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip.

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Request for Approval of Field Trip

School	Holy Cross		Date of Trip	05/03/05 - 05/06/05	
Destination	Muskoka Woods		Mode of Transportation	bus/coach	
School Departure Time	05:00 am	School Arrival Time	04 00 pm	Name of Carrier	Coach Canada
# of Male Students	31	Grade of Students	8	Number of Supervisors	Female 4 Male 4
# of Female Students	41	Personal Cost Per Student	\$345.00	Travel Company Involved	
Total Cost Per Student	\$345 00				

EDUCATIONAL RATIONALE

Name of Teacher: Linda DiPasquale, Mary Mistretta, Jack McCart

Purpose of Trip: Muskoka Woods leadership experience, fitness for life

Relationship to Students' Program/Course: leadership, phys ed

Pre-Trip Preparation(s) by Students: journal creation, complete all forms, submit payment

Follow-Up Activities Planned: journal writing, scrapbooking, video presentation

If Activity Is Occuring over a Weekend Indicate Plans for Students to Attend a Eucharistic Celebration: yes eucharistic celebration, closing liturgy

Date Submitted	03/08/2005	Name of Teacher	Linda DiPasquale
Approval Date	03/08/2005	Name of Principal	Paul Picard
Approval Date		Name of Superintendent	<i>[Signature]</i>
Approval Date		Board of Trustees Approval (per Superintendent)	

**For Same Day Local/Regional Trip, submit request to Principal 2 weeks prior to trip.
 For Multiple Days Local/Regional Trips, submit request to Superintendent 4 weeks prior to trips.
 For Special Trips, submit request to Superintendent for Board approval 8 weeks prior to trip.**

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip

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Request for Approval of Field Trip

School	Immaculate Conception		Date of Trip	Ex. mm/dd/yyyy May 3-6, 2005	
Destination	Muskoka Woods Sports Resort		Mode of Transportation	Bus	
School Departure Time	5 am	School Arrival Time	4 pm	Name of Carrier	Coach Canada
# of Male Students	15	Grade of Students	8	Number of Supervisors	Female 2 Male 2
# of Female Students	9	Personal Cost Per Student	\$275.00	Travel Company Involved	N/A
Total Cost Per Student	\$300.00				

EDUCATIONAL RATIONALE

Name of Teacher: Brian Marenchin

Purpose of Trip: Leadership Training/Recreation/Personal Growth

Relationship to Students' Program/Course: Cross Curricular - Health & Physical Education/Language/Arts/Religion

Pre-Trip Preparation(s) by Students: Student Journal/Spirit Presentation/Itinerary Organization

Follow-Up Activities Planned: School Leadership Initiatives

If Activity is Occuring over a Weekend Indicate Plans for Students to Attend a Eucharistic Celebration: Father Jim Roche will celebrate Eucharist on Sunday, May 1, 2005

Date Submitted	03/08/2005	Name of Teacher	Brian Marenchin
Approval Date	03/08/2005	Name of Principal	Mr J. McMahon
Approval Date		Name of Superintendent	<i>[Signature]</i>
Approval Date		Board of Trustees Approval (per Superintendent)	

**For Same Day Local/Regional Trip, submit request to Principal 2 weeks prior to trip.
 For Multiple Days Local/Regional Trips, submit request to Superintendent 4 weeks prior to trips.
 For Special Trips, submit request to Superintendent for Board approval 8 weeks prior to trip.**

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip.

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Request for Approval of Field Trip

School	Our Lady of Perpetual Help		Date of Trip	05/03/05 to 05/06/05	
Destination	Muskoka Woods Sports Resort		Mode of Transportation	Highway Coach	
School Departure Time	5:00 am	School Arrival Time	3:00 pm	Name of Carrier	Erie
# of Male Students	27	Grade of Students	8	Number of Supervisors	Female 3 Male 2
# of Female Students	25	Personal Cost Per Student		Travel Company Involved	
Total Cost Per Student	\$345.00				

EDUCATIONAL RATIONALE

Name of Teacher: Teresa Laporte

Purpose of Trip: Leadership Training/Recreation/Personal Growth

Relationship to Students' Program/Course: Cross Curricular - Health & Physical Education/Language/Arts/Religion

Pre-Trip Preparation(s) by Students: Student Journal/Spirit Presentation/Itinerary Organization

Follow-Up Activities Planned: School leadership initiatives

If Activity is Occuring over a Weekend Indicate Plans for Students to Attend a Eucharistic Celebration: Father Jim Roche will celebrate the Eucharist.

Date Submitted	02/21/2005	Name of Teacher	Teresa Laporte
Approval Date	02/21/2005	Name of Principal	MARILYN VILLALTA
Approval Date		Name of Superintendent	<i>[Signature]</i>
Approval Date		Board of Trustees Approval (per Superintendent)	

For Same Day Local/Regional Trip, submit request to Principal 2 weeks prior to trip.
For Multiple Days Local/Regional Trips, submit request to Superintendent 4 weeks prior to trips.
For Special Trips, submit request to Superintendent for Board approval 8 weeks prior to trip.

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip.

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Request for Approval of Field Trip

School	St. Angela Catholic School		Date of Trip	05/03/05 to 05/06/05	
Destination	Muskoka Woods Sports Resort		Mode of Transportation	Highway Coach	
School Departure Time	5:00 am	School Arrival Time	3:00 pm	Name of Carrier	Erie
# of Male Students	30	Grade of Students	8	Number of Supervisors	Female 2 Male 2
# of Female Students	21	Personal Cost Per Student	\$320.00	Travel Company Involved	
Total Cost Per Student	\$345.00				

EDUCATIONAL RATIONALE

Name of Teacher: Lisa LaBute, John Boglitch, Jeff Fairlie, Shelley Belezuz

Purpose of Trip: Leadership Training/Recreation/Personal Growth

Relationship to Students' Program/Course: Cross Curricular - Health & Physical Education/Language/Arts/Religion

Pre-Trip Preparation(s) by Students: Student Journal/Spirit Presentation/Itinerary Organization

Follow-Up Activities Planned: School leadership initiatives.

If Activity is Occuring over a Weekend Indicate Plans for Students to Attend a Eucharistic Celebration: Father Jim Roche will celebrate the Eucharist.

Date Submitted	02/21/2005	Name of Teacher	L. LaBute
Approval Date	02/21/2005	Name of Principal	M. Harding
Approval Date		Name of Superintendent	<i>[Signature]</i>
Approval Date		Board of Trustees Approval (per Superintendent)	

**For Same Day Local/Regional Trip, submit request to Principal 2 weeks prior to trip.
 For Multiple Days Local/Regional Trips, submit request to Superintendent 4 weeks prior to trips.
 For Special Trips, submit request to Superintendent for Board approval 8 weeks prior to trip.**

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip

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Request for Approval of Field Trip

School	St. Anne French Immersion School		Date of Trip	05/03/05 to 05/06/05	
Destination	Muskoka Woods Sports Resort		Mode of Transportation	Highway Coach	
School Departure Time	5:00 am	School Arrival Time	3 00 pm	Name of Carrier	Erie
# of Male Students	7	Grade of Students	8	Number of Supervisors	Female 1 Male 1
# of Female Students	11	Personal Cost Per Student	\$245 00	Travel Company Involved	
Total Cost Per Student	\$345 00				

EDUCATIONAL RATIONALE

Name of Teacher: Michael Cusinato

Purpose of Trip: Leadership Training/Recreation/Personal Growth

Relationship to Students' Program/Course: Cross Curricular - Health & Physical Education/Language/Arts/Religion

Pre-Trip Preparation(s) by Students: Student Journal/Spirit Presentation/Itinerary Organization

Follow-Up Activities Planned: School leadership initiatives.

If Activity is Occuring over a Weekend Indicate Plans for Students to Attend a Eucharistic Celebration: Father Jim Roche will celebrate the Eucharist .

Date Submitted	02/21/2005	Name of Teacher	Michael Cusinato <i>M Cusinato</i>
Approval Date	02/21/2005	Name of Principal	Carol Seguin <i>Carol Seguin</i>
Approval Date	Feb 22/05	Name of Superintendent	<i>J. Buthmann</i>
Approval Date		Board of Trustees Approval (per Superintendent)	

For Same Day Local/Regional Trip, submit request to Principal 2 weeks prior to trip.
For Multiple Days Local/Regional Trips, submit request to Superintendent 4 weeks prior to trips.
For Special Trips, submit request to Superintendent for Board approval 8 weeks prior to trip.

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip.

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Request for Approval of Field Trip

School	St. Christopher School		Date of Trip	05/03/05 to 05/06/05	
Destination	Muskoka Woods Sports Resort		Mode of Transportation	Highway Coach	
School Departure Time	5.00 am	School Arrival Time	3:00 pm	Name of Carrier	Erie
# of Male Students	32	Grade of Students	8	Number of Supervisors	Female 2 Male 2
# of Female Students	32	Personal Cost Per Student	\$245 00	Travel Company Involved	
Total Cost Per Student	\$345 00				

EDUCATIONAL RATIONALE

Name of Teacher: Mr. David Palamides and Ms Anna Mancini

Purpose of Trip: Leadership Training/Recreation/Personal Growth

Relationship to Students' Program/Course: Cross Curricular - Health & Physical Education/Language/Arts/Religion

Pre-Trip Preparation(s) by Students: Student Journal/Spirit Presentation/Itinerary Organization

Follow-Up Activities Planned: School leadership initiatives.

If Activity is Occuring over a Weekend Indicate Plans for Students to Attend a Eucharistic Celebration: Father Jim Roche will celebrate the Eucharist .

Date Submitted	02/21/2005	Name of Teacher	Mr. Palamides and Ms. Mancini
Approval Date	02/21/2005	Name of Principal	Melissa Farrand
Approval Date		Name of Superintendent	Joseph Berthiaume
Approval Date		Board of Trustees Approval (per Superintendent)	

**For Same Day Local/Regional Trip, submit request to Principal 2 weeks prior to trip.
 For Multiple Days Local/Regional Trips, submit request to Superintendent 4 weeks prior to trips.
 For Special Trips, submit request to Superintendent for Board approval 8 weeks prior to trip.**

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip.

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Request for Approval of Field Trip

School	St. Thomas of Villanova		Date of Trip	04/29/2005	
Destination	Muskoka Woods Sports Resort		Mode of Transportation	Coach Bus	
School Departure Time	6 00	School Arrival Time	4:00	Name of Carrier	Canada Coach
# of Male Students	5	Grade of Students	11/12	Number of Supervisors	Female <input type="checkbox"/> Male <input checked="" type="checkbox"/> 2
# of Female Students	20	Personal Cost Per Student	\$200 00	Travel Company Involved	
Total Cost Per Student	\$200 00				

EDUCATIONAL RATIONALE

Name of Teacher: Mark Strong, Tom Beale

Purpose of Trip: Leadership Training/Recreation/Personal Growth

Relationship to Students' Program/Course: Cross Curricular - Health & Physical Education/Language/Arts/Religion

Pre-Trip Preparation(s) by Students: Ropes training/Spirit Presentation/Itinerary Organization

Follow-Up Activities Planned: School leadership initiatives

If Activity is Occuring over a Weekend Indicate Plans for Students to Attend a Eucharistic Celebration: Mass Scheduled - Father Roche

Date Submitted	03/08/2005	Name of Teacher	Mark Strong
Approval Date	03/08/2005	Name of Principal	Mike Seguin
Approval Date		Name of Superintendent	<i>[Signature]</i>
Approval Date		Board of Trustees Approval (per Superintendent)	

**For Same Day Local/Regional Trip, submit request to Principal 2 weeks prior to trip.
 For Multiple Days Local/Regional Trips, submit request to Superintendent 4 weeks prior to trips.
 For Special Trips, submit request to Superintendent for Board approval 8 weeks prior to trip.**

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip.

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Request for Approval of Field Trip

School	Cardinal Carter Secondary School		Date of Trip	04/29/05 to 05/06/05	
Destination	Muskoka Woods Sports Resort		Mode of Transportation	Highway Coach	
School Departure Time	6.00 am	School Arrival Time	4:00 pm	Name of Carrier	Erie
# of Male Students	7	Grade of Students	11/12	Number of Supervisors	Female <input type="checkbox"/> Male <input type="checkbox"/>
# of Female Students	8	Personal Cost Per Student	\$226.80	Travel Company Involved	
Total Cost Per Student	\$226.80				

EDUCATIONAL RATIONALE

Name of Teacher: Colin Lesperance

Purpose of Trip: Leadership Training/Recreation/Personal Growth

Relationship to Students' Program/Course: Cross Curricular - Health & Physical Education/Language/Arts/Religion

Pre-Trip Preparation(s) by Students: Student Journal/Spirit Presentation/Itinerary Organization

Follow-Up Activities Planned: School leadership initiatives.

If Activity is Occuring over a Weekend Indicate Plans for Students to Attend a Eucharistic Celebration: Father Jim Roche will celebrate the Eucharist.

Date Submitted	02/28/2005	Name of Teacher	C Lesperance
Approval Date	02/28/2005	Name of Principal	L Clark
Approval Date		Name of Superintendent	<i>[Signature]</i>
Approval Date		Board of Trustees Approval (per Superintendent)	

For Same Day Local/Regional Trip, submit request to Principal 2 weeks prior to trip.
For Multiple Days Local/Regional Trips, submit request to Superintendent 4 weeks prior to trips.
For Special Trips, submit request to Superintendent for Board approval 8 weeks prior to trip.

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip.

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Request for Approval of Field Trip

School	F.J.Brennan Catholic High School		Date of Trip	04/29/05 to 05/06/05	
Destination	Muskoka Woods Sports Resort		Mode of Transportation	Highway Coach	
School Departure Time	6.00 am	School Arrival Time	4:00 pm	Name of Carrier	Erie
# of Male Students	10	Grade of Students	11/12	Number of Supervisors	Female <input type="checkbox"/> Male <input checked="" type="checkbox"/> 2
# of Female Students	10	Personal Cost Per Student	\$226.80	Travel Company Involved	

EDUCATIONAL RATIONALE

Name of Teacher Mark Baggio & Mike Kainz

Purpose of Trip Leadership Training/Recreation/Personal Growth

Relationship to Students' Program/Course Cross Curricular - Health & Physical Education/Language/Arts/Religion

Pre-Trip Preparation(s) by Students Student Journal/Spirit Presentation/Itinerary Organization

Follow-Up Activities Planned School leadership initiatives.

If Activity is Occuring over a Weekend Indicate Plans for Students to Attend a Eucharistic Celebration Father Jim Roche will celebrate the Eucharist .

Date Submitted	03/08/2005	Name of Teacher	Mark Baggio
Approval Date	03/08/2005	Name of Principal	JoAnne Shea
Approval Date		Name of Superintendent	
Approval Date		Board of Trustees Approval (per Superintendent)	

For Same Day Local/Regional Trip, submit request to Principal 2 weeks prior to trip.
For Multiple Days Local/Regional Trips, submit request to Superintendent 4 weeks prior to trips.
For Special Trips, submit request to Superintendent for Board approval 8 weeks prior to trip.

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip.

In accordance with the Municipal Freedom of Information and Protection of Privacy Act, 1989, information in forms and documents pertaining to a student registered/enrolled within the Windsor-Essex Catholic District School Board is collected under the legal authority of the Education Act and its Regulations and the Ontario Student Record Guideline, 1980



Request for Approval of Field Trip

School	St. Joseph's High School		Date of Trip	04/29/05 to 05/06/05	
Destination	Muskoka Woods Sports Resort		Mode of Transportation	Highway Coach	
School Departure Time	6.00 am	School Arrival Time	4 00 pm	Name of Carrier	Erie
# of Male Students	50	Grade of Students	11-12	Number of Supervisors	Female 2 Male 2
# of Female Students	60	Personal Cost Per Student	\$175 00	Travel Company Involved	
Total Cost Per Student	\$226.80				

EDUCATIONAL RATIONALE

Name of Teacher D Hollerhead, P. Paterson, E. Lalonde, L. Fogolin

Purpose of Trip Leadership Training/Recreation/Personal Growth

Relationship to Students' Program/Course Cross Curricular - Health & Physical Education/Language/Arts/Religion

Pre-Trip Preparation(s) by Students Student Journal/Spirit Presentation/Itinerary Organization

Follow-Up Activities Planned School leadership initiatives.

If Activity is Occuring over a Weekend Indicate Plans for Students to Attend a Eucharistic Celebration Father Jim Roche will celebrate the Eucharist .

Date Submitted	02/21/2005	Name of Teacher	D Hollerhead
Approval Date	02/21/2005	Name of Principal	Kevin Mulvey
Approval Date		Name of Superintendent	
Approval Date		Board of Trustees Approval (per Superintendent)	

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 For Multiple Days Local/Regional Trips, submit request to Superintendent 4 weeks prior to trips.
 For Special Trips, submit request to Superintendent for Board approval 8 weeks prior to trip.**

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip.

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Windsor-Essex Catholic District School Board

1325 California Avenue, Windsor, Ontario N9B 3Y6
Telephone (519) 253-2481 Fax: (519) 253-0620

Michael B. Moher, Director of Education

John Macri, Board Chairperson

BOARD REPORT

Meeting Date:
March 29, 2005

PRESENTED FOR: Public In-Camera
Information Approval

PRESENTED BY: Senior Administration

SUBMITTED BY: Michael B. Moher, Director of Education
Joseph Berthiaume, Superintendent of Education

SUBJECT: **HOLY NAMES CATHOLIC HIGH SCHOOL**
- Northern Edge Algonquin – April 27 to 30, 2005

RECOMMENDATION:

That the Board approve the Holy Names Catholic High School field trip to Northern Edge Algonquin for April 27 to 30, 2005.

BACKGROUND:

This trip is in relation to the students' program/courses.

FINANCIAL: None.

COMMENTS:

This field trip request is in compliance with the Field Trip Policy (SC:04). All procedures with regard to the policy have been followed.

TIMELINES:

APPENDICES:

- Request for Approval of Field Trip – SC:04 Form A
- Curriculum Content
- Itinerary



Request for Approval of Field Trip

School	<input style="width:95%;" type="text" value="Holy Names High School"/>		Date of Trip	<input style="width:95%;" type="text" value="04/27-30/05"/>	
Destination	<input style="width:95%;" type="text" value="South River, On. Northern Edge Algonquin"/>		Mode of Transportation	<input style="width:95%;" type="text" value="bus"/>	
School Departure Time	<input style="width:40%;" type="text" value="6am"/>	School Arrival Time	<input style="width:40%;" type="text" value="9pm"/>	Name of Carrier	<input style="width:95%;" type="text" value="TBD"/>
# of Male Students	<input style="width:40%;" type="text" value="11"/>	Grade of Students	<input style="width:40%;" type="text" value="11"/>	Number of Supervisors	Female <input style="width:20%;" type="text" value="2"/> Male <input style="width:20%;" type="text" value="2"/>
# of Female Students	<input style="width:40%;" type="text" value="11"/>	Personal Cost Per Student	<input style="width:40%;" type="text" value="\$325.00"/>	Travel Company Involved	<input style="width:95%;" type="text" value="na"/>
Total Cost Per Student	<input style="width:40%;" type="text" value="\$365.00"/>				

EDUCATIONAL RATIONALE

Name of Teacher	<input style="width:95%;" type="text" value="Mr. Dwayne Brunet"/>
Purpose of Trip	<input style="width:95%;" type="text" value="Canoe trip into Algonquin Park"/>
Relationship to Students' Program/Course	<input style="width:95%;" type="text" value="Hands on Outdoor activities to develop teamwork, self esteem, leadership, and"/>
Pre-Trip Preparation(s) by Students	<input style="width:95%;" type="text" value="Research, presentations, safety, first-aid, CPR, seminars"/>
Follow-Up Activities Planned	<input style="width:95%;" type="text" value="reflection paper, self and peer evaluation, trip evaluation"/>
If Activity is Occuring over a Weekend Indicate Plans for Students to Attend a Eucharistic Celebration	<input style="width:95%;" type="text" value="We will be home for Sunday mass"/>

Date Submitted	<input style="width:95%;" type="text" value="03/02/2005"/>	Name of Teacher	<input style="width:95%;" type="text" value="Mr. D. Brunet"/>
Approval Date	<input style="width:95%;" type="text"/>	Name of Principal	<input style="width:95%;" type="text" value="Jim Minello"/>
Approval Date	<input style="width:95%;" type="text"/>	Name of Superintendent	<input style="width:95%;" type="text" value="Joseph Berthiaume"/>
Approval Date	<input style="width:95%;" type="text"/>	Board of Trustees Approval (per Superintendent)	<input style="width:95%;" type="text"/>

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Northern Edge Algonquin Experiences are presented by experienced educators, outdoor guides and facilitators with attention to curricular needs appropriate to each group that visits.

Curriculum content for: Outdoor Activities , Grade 11, Open (PAD 300)

COURSE OVERVIEW

The focus of this course is on physical activity. Through active participation in a well-balanced enjoyable program (i.e., individual, dual, team, fitness, and interactive games), students will explore and continue to improve their movement skills, personal fitness, and personal competence. Students will gain the knowledge, skill and attitudes needed to maintain a healthy lifestyle through the investigation of personal safety/injury prevention, healthy sexuality and mental health. Students will develop a commitment to lifelong participation in enjoyable physical activity. The focus of this course will be on outdoor and lifelong activities.

OVERALL EXPECTATIONS

STRAND: Physical Activity

Overall expectations

By the end of this course, students will:

- Demonstrate personal competence in applying movement skills and principles; **(Performing the j- stroke in canoeing or lifting and portaging a canoe);**
- Apply their knowledge of guidelines and strategies that can enhance their participation in recreation and sport activities. **(Practicing no trace camping in Algonquin Park, where and how to put up a tent, how to build a fire for warmth and cooking, how to pack and waterproof personal clothing to fit into a limited space, how to set up a tarp for warmth and protection from the elements, how to use this same tarp as a sail with a tail wind when traveling in a canoe.);**

STRAND: Active Living

Overall expectations

By the end of this course, students will:

- Participate regularly in a balanced instructional program that includes a wide variety of physical activities that encourage lifelong participation; **(Allowing students to demonstrate an ability to take responsibility for carrying out tasks assigned by the group; demonstrate an understanding of strategies that facilitate group effectiveness (e.g., ensuring that tasks are completed, that members of the group are satisfied with the group process, and that the group's product is of high quality));**
- Demonstrate improved physical fitness; **(Enhanced skill and efficiency when paddling on ever-increasing durations);**

- Demonstrate responsibility for personal safety and the safety of others.
(Wearing a personal floatation device with a whistle at all times on the water, knowing proper emergency procedures before going camping, researching and planning for potential first-aid situations);

STRAND: Healthy Living

Overall expectations

By the end of this course, students will:

- Demonstrate, in a variety of settings, the knowledge and skills that reduce risk to personal safety;
(allowing students to apply safety procedures for injury prevention and demonstrate competence in determining and mitigating risk in undertaking various outdoor pursuits);

STRAND: Living Skills

Overall expectations

By the end of this course, students will:

- Use decision-making and goal-setting skill to promote healthy active living;
(Giving students the opportunity to apply communication skills and strategies that help develop positive relationships (e.g. the ability to express ideas and to listen and respond to others));
- Demonstrate an ability to use stress management techniques;
(Providing time and situations where strategies like relaxation, meditation, and paraphrasing within a group setting can be used);
- Demonstrate the social skills required to work effectively in groups and develop positive relationships with their peers.
(Allowing students the experience how cultural background may affect communication, interpersonal relationships, and leadership styles)

*****Bold writing in brackets indicates how many course expectations may be met by participating in an outdoor adventure to the EDGE.*****

FOR THE PAST SEVEN YEARS OUR CANOE TRIP INTO ALGONQUIN PARK HAS BEEN THE HIGHLIGHT OF MANY STUDENTS HIGH SCHOOL CAREERS. IT PROVIDES THE STUDENTS WITH A UNIQUE YET EXTREMELY VALUABLE TOOL IN WHICH TO MEET THE EXPECTATIONS OF THEIR COURSE. EXPERIMENTAL LEARNING AWAY FROM THE CLASSROOM SETTING ALLOWS STUDENTS A CHANCE TO FIND OUT WHO THEY REALLY ARE AND WHERE THEY ARE GOING. IT IS AN OPPORTUNITY LIKE NO OTHER FOR STUDENTS TO DISCUSS THEIR FEELINGS, BELIEFS, STRENGTHS AND WEAKNESSES AT A TIME IN THEIR LIFE WHEN THEY NEED TO TALK. THE VALUE OF A CANOE TRIP INTO ALGONQUIN PARK DURING PEAK FALL COLOURS CANNOT BE MEASURED. FOR MANY STUDENTS THIS WILL BE THE ONLY CHANCE IN THEIR LIVES TO EXPERIENCE GOD'S BEAUTY AWAY FROM THE HECTIC SOCIETY WE LIVE IN TODAY. WHAT AN OPPORTUNITY!

SINCERELY, MR. DWAYNE BRUNET

PAD 300 – OUTDOOR ACTIVITIES ALGONQUIN TRIP
SPRING 2005 ITENERARY

Wednesday April 27, 2005

- 6:00 am - depart for South River and Northern Edge Algonquin
- 11:30 am - lunch stop near Orillia
- 2:00 pm - arrive at Northern Edge Algonquin
- 2:30 pm - orientation and scavenger hunt
- 4:00 pm - begin preparation for canoe trip (safety, paddling...)
- 6:00 pm - dinner in the main lodge
- 7:00 pm - meeting/campfire
- 11:00pm - lights out

Thursday April 28, 2005

- 7:00 am - breakfast
- 8:00 am - food distribution and packing
- 9:30 am - Depart for Algonquin Park and our campsites on Craig Lake
- lunch on the way
- 3:30 pm - Arrive at our sites
- camp set up / dinner preparation
- 6:00 pm - dinner with activities and campfire to follow

Friday April 29, 2005

- 8:00 am - breakfast
- 9:30 am - group activities away from site
- 1:00 pm - lunch
- 2:00 pm - continue with activities and dinner preparation
- 6:00 pm - dinner
- campfire and activities to follow

Saturday April 30, 2005

- 5:30 am - breakfast
- camp take down and dawn paddle
- 11:30 am - arrive back at Northern Edge
- clean up and Lunch
- prepare for departure to Windsor
- 3:00 pm - depart for Windsor
- 5:30 pm - dinner stop around Milton
- 9:00 pm - arrive back at Holy Names

*** all times are approximate

*** Emergency only phone number is (705) 386-1595 or 1-800-953-3343



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Michael B. Moher, Director of Education

John Macri, Board Chairperson

BOARD REPORT

Meeting Date:
March 29, 2005

PRESENTED FOR: Public In-Camera
Information Approval

PRESENTED BY: Senior Administration

SUBMITTED BY: Michael B. Moher, Director of Education
Joseph Berthiaume, Superintendent of Education

SUBJECT: **ST. JOHN DE BREBEUF ELEMENTARY SCHOOL**
- Muskoka Woods – June 8 to 10, 2005

RECOMMENDATION:

That the Board approve the St. John de Brebeuf Catholic Elementary School Muskoka Woods field trip to participate in cooperative learning and physical education activities from June 8 to 10, 2005.

BACKGROUND:

This trip is in relation to the students' program/courses.

FINANCIAL: None.

COMMENTS:

This field trip request is in compliance with the Field Trip Policy (SC:04). All procedures with regard to the policy have been followed.

TIMELINES:

APPENDICES:

- Request for Approval of Field Trip – SC:04 Form A
- Letter from the school dated March 9, 2005
- Itinerary



Request for Approval of Field Trip

School	St. Johnde Brebeuf School		Date of Trip	Ex. mm/dd/yyyy June 8th to 10	
Destination	Kingsville		Mode of Transportation	bus	
School Departure Time	6:30AM	School Arrival Time	6:00PM	Name of Carrier	Erie Coach
# of Male Students	21	Grade of Students	8	Number of Supervisors	Female <input type="text" value="2"/> Male <input type="text" value="2"/>
# of Female Students	21	Personal Cost Per Student	\$0.00	Travel Company Involved	none
Total Cost Per Student	\$270.00				

EDUCATIONAL RATIONALE

Name of Teacher Dana Capaldi, Tom Fuerth

Purpose of Trip Cooperative Learning, Physical Education Activites

Relationship to Students' Program/Course group activites, decision making, interpersonal skills

Pre-Trip Preparation(s) by Students stress leadership and group cooperation

Follow-Up Activities Planned journal writing of events

If Activity is Occuring over a Weekend Indicate Plans for Students to Attend a Eucharistic Celebration

Date Submitted	03/09/2005	Name of Teacher	Dana Capaldi, Tom Fuerth
Approval Date	03/09/2005	Name of Principal	Ester Wilson
Approval Date		Name of Superintendent	Joe Berthiaume
Approval Date		Board of Trustees Approval (per Superintendent)	

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*"Learning together in
faith and service."*

St. John de Brebeuf Catholic School Council
43 Spruce Street South
Kingsville, Ontario
N9Y 1T8

tel: (519) 733-6589

fax: (519) 733-6580

March. 09, 2005

Dear Mr. Berthiaume,

I am writing this letter on behalf of the Grade 8 class at St. John de Brebeuf School for permission to attend Muskoka Woods from June 8 to 10, 2005.

Our program objectives include:

- ☺ promoting the awareness and importance of youth participation in outdoor recreational activities"
- ☺ providing the opportunity for leadership training and the development of cooperative skills
- ☺ providing the opportunity for personal growth and self-esteem

An itinerary of activities is attached.

The grade 8 students have organized hotdog days for our students throughout the year, in order to raise money for this event, as well as, chocolate bar sales and candle sales. Therefore, their personal cost will vary depending on the amount of sales they generated.

Please feel free to contact us if you have any questions or concerns. Thank you for your time and consideration.

Sincerely,

Ester Wilson, principal

Dana Capaldi, grade 8 teacher

Tom Fuerth, grade 8 teacher

**ST. JOHN DE BREBEUF SCHOOL
MUSKOKA WOODS
GRADE 8 TRIP
JUNE 8TH, 9TH, 10TH**

WEDNESDAY	JUNE 8TH
Departure	6:30AM sharp
1:00pm	Welcome lunch and group orientation
2:00pm	Activity period # 1
3:00pm	Activity period # 2
4:00pm	Activity period # 3
5:00pm	Activity period # 4
6:00pm	Dinner
7:00pm	Night hike
9:00pm	Evening entertainment
10:00pm	Journal writing and snack
11:00pm	Lights out
THURSDAY	JUNE 9TH
7:00am	Fresh air wake up/grooming/cabin cleaning/inspection
8:00am	Breakfast
9:00am	Activity period # 5
10:00am	Activity period # 6
11:00am	Activity period # 7
12:00pm	Activity period # 8
1:00pm	Lunch
2:00pm	Activity period # 9
3:00pm	Activity period # 10
4:00pm	Activity period # 11
5:00pm	Activity period # 12
6:00pm	Dinner
7:00pm	Freshen-up
8:00pm	Evening Entertainment
10:00pm	Journal Writing and Snack
11:00pm	Lights out

FRIDAY	JUNE 10TH
7:00am	Fresh air wake up/grooming/cabin cleaning/inspection
8:00am	Breakfast and Boarding of bus
9:00am	Departure from Muskoka
7:00pm	Arrival at St. John de Brebeuf School, Kingsville

Proposed activities:

High and low ropes	Tennis	Mountain Biking
Canoeing	Team Building Activities	Roller Skating
Campfires	Skate boarding	Folk Dance
Low Organizational Games	Hiking	In-door ropes
Scooter Mania	Beach Volleyball	Spirit Night
Co-operative games	Ultimate Frisbee	Orienteering
Archery	Physical Change	Initiative Games
Badminton	Music/drama	Golf
Aerobics	Lacrosse	Astronomy
Basketball	Flag football	Roller Blading
Rocket Design and Construction	Extreme Biking and Boarding	



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Michael B. Moher, Director of Education

John Macri, Board Chairperson

BOARD REPORT

Meeting Date:
March 29, 2005

Public **In-Camera**

PRESENTED FOR: Information Approval

PRESENTED BY: Senior Administration

SUBMITTED BY: Michael B. Moher, Director of Education
Joseph Berthiaume, Superintendent of Education

SUBJECT: BOARD POLICY REVISIONS

RECOMMENDATION:

That the Board approve policy *A:09 Education Resources Deselection* as amended.

BACKGROUND:

The following Board Policies have been reviewed by the stakeholders and brought forward by the Policy Review Committee for Executive Council and Board approval.

Policies that have been amended:

A:09 Education Resources Deselection

Policies with no changes:

SC:11 Trespassing

SC:13 Release of Student Information

SC:15 Code of Conduct

SC:16 Opening/Closing Exercises

ST:14 New Academic Programs

ST:16 HIV Presence in Students

ST:20 Collection of Personal Information

T:03 Information to Trustees

T:04 Electronic Participation in Board Meetings

T:05 Negotiation Procedures

FINANCIAL: n/a

COMMENTS:

TIMELINES:

APPENDICES:

- Board Policy A:09: Education Resources Deselection



Windsor-Essex Catholic District School Board

Section: **Administration**

Policy: **Educational Resources Deselection**

A:09

POLICY

The Windsor-Essex Catholic School Board shall maintain an updated and balanced collection of educational resources (such as books, videos, software and professional journals) in its schools and central Teachers' Resource Centres. This shall be accomplished through a weeding or de-selection process as detailed in this policy.

REGULATIONS

Education Act, Section 170,(1), (13); Regulation 298 s.7

PROCEDURES

1. All sites shall be required to complete the weeding of the educational resources that are located in their library resource centre **Learning Commons** premises by the end of the school year.
2. The Principal of the school shall give proper direction to the appropriate staff in order to ensure the task is completed by the end of the school year.
3. Weeding of the educational resources, excluding textbooks, will be done according to the "Guidelines for the Deselection of Educational Resources", attached as Appendix A.
4. Textbooks which are no longer approved by the MET for use with the current curriculum need to be properly disposed of following the same disposal procedures as all other educational resources according to the guidelines.
5. All items to be discarded should be clearly stamped **WITHDRAWN** over each occurrence of the school stamp and boxed for removal from the school.
6. Withdrawn books should not be placed in the classrooms for use by students. Deselection criteria apply to all resources, no matter what their location in the school.
7. Care should be taken if materials are to be disposed of in refuse or recycle containers. Check with custodial staff if in doubt as to how this should be handled.
8. Guidelines and supporting materials outlining procedures for deselection and disposal shall be available in each school and the Central Teachers' Resource Centres.

Approved by the Board: November 9, 1999

Reviewed by the Board: March 2005

Related Policy:

Related Board Committees:

Policy Review Date: **2009**