



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, February 14, 2006 at 7:00 p.m. Windsor Essex Catholic Education Centre John Paul II Boardroom

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
 - a. School Based Music Instruction Pilot Project (J. Ouellette/M. Welsh)
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 Special In-Camera Meeting, January 26, 2006
 - ii) Minutes of In-Camera Meeting, January 31, 2006
 - iii) Minutes of Regular Meeting, January 31, 2006 1 - 10
 - b. Items From In-Camera Meetings of January 26 and February 14, 2006
10. Communications
- a. External (Associations, OCSTA, Ministry)
 - i) Email from Oliver Carroll, Chair Toronto Catholic District School Board, dated February 3, 2006 11
 - ii) Open letter from Minister of Education Gerald Kennedy, dated February 3, 2006 12 - 13
 - b. Internal (Reports from Administration)
 - i) Report: Administrative Staff Report (J. Berthiaume) 14 – 15
 - ii) Report: High School Council – November 24, 2005 Meeting (J. Berthiaume) 16 – 19
 - iii) Report: Annual Playground Equipment Inspection & Repair Program – Interim Report (P. Marchini/T. Robins/W. Wong) 20 – 21
 - iv) Report: Legal Services – December 2005 (P. Marchini) 22 - 23
 - v) Verbal Report: Request for Proposal – Benefits Consultant (P. Marchini)
11. Unfinished Business
- a. Notice of Motion - Trustee Alexander (amended motion deferred from the January 31, 2006 meeting): *“At the next Board meeting, I shall move or cause to be moved that the Windsor-Essex Catholic District School Board invite submissions from interested consultants regarding the delivery of its total benefits package; and, that this invitation will be in the form of a detailed RFP and is to be widely circulated and further that a minimum of two trustee representatives sit on this committee.”*
 - b. Notice of Motion - Trustee Porcellini: *“At the next regular scheduled meeting of the Board, I shall move or cause to be moved that the Board approve the expenditure of funds to cover the conference registration fees only, for two parent council representatives from each family of schools (to a maximum of 16 representatives) to attend the annual general meeting of the Ontario Association of Parents in Catholic Education (OAPCE) yearly, to a maximum expenditure of \$4,000 annually.”*
 - c. Notice of Motion - Trustee Porcellini: *“At the next regular scheduled meeting of the Board, I shall move or cause to be moved that the Board immediately suspend our protocol on Fifth Disease, and develop a policy or policies regarding this disease that will be circulated for comment to all our stakeholders and presented to the Board for approval, as per our normal procedure for policy development and review.”*

- d. Notice of Motion - Trustee Porcellini: *“At the next regular scheduled meeting of the Board, I shall move or cause to be moved that the Board send a letter to the Prime Minister-elect indicating our support for the previously announced national child care funding initiatives, known as the Best Start program in our region, indicating as well that we as a Board consider this initiative to be of paramount importance in the educational development of the children in our community and therefore beyond the scope of party politics, and urging the Prime Minister-elect to honour the funding commitments of the initiative.”*

12. New Business

- a. Report: St. Michael’s Adult Education Program – Lease Improvements (P. Marchini/J. Ouellette/T. Robins) 24 - 29
- b. Report: Canada Day Designation (J. Berthiaume/P. Littlejohns) 30
- c. Report: School Year Calendar 2006 – 2007 (J. Berthiaume) 31 - 34

13. Committee Reports

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

- a. Deferred from June 27, 2005: Board Policy Review Committee – Board Policy Revisions: *A:12 Code of Ethics / Conflict of Interest (Amended Policy)*
- b. Deferred for six months from October 25, 2005: Motion by Trustee Soulliere and seconded by Trustee DiMenna *“that the Board add two (2) more psychologists to its psychology department for a total of four (4), and that the cost be applied to the general budget to offset the cost of educational assistant lunch supervision to the Special Education budget.”*

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, February 28, 2006
- Tuesday, March 28, 2006
- Tuesday, April 11, 2006
- Tuesday, April 25, 2006
- Tuesday, May 9, 2006
- Tuesday, May 23, 2006
- Tuesday, June 13, 2006
- Monday, June 26, 2006

20. Closing Prayer

21. Adjournment

John Macri
Board Chairperson

Michael Moher
Director of Education & Secretary



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, January 31, 2006 at 7:00 p.m. Windsor Essex Catholic Education Centre John Paul II Boardroom

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	
A. Kishek, Student Trustee	
J. Devos, Student Trustee Alternate	
L. Willson Student Trustee Designate	

Administration:

M. Moher (Resource)	P. Littlejohns
J. Berthiaume	C. Marier
P. Marchini	R. Mousaly
J. Ouellette	P. Picard
S. Freeman	E. Poirier
C. Geml	T. Robins
K. Gignac	L. Staudt

Recorder:

D. Steffens

1. Call To Order - Chair Macri called the meeting to order at 7:15 p.m.
2. Opening Prayer – Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance – All trustees present.
4. Approval of Agenda

Amendments:

- A revised Board Report was distributed for agenda item 10b(ii) Trustee Attendance July – December 2005.
- Agenda Items 11 c Notice of Motion Trustee Soulliere and 11 d Report: Fiscal 2005 Special Education renumbered to 11 d and 11 c respectively.

Moved by Trustee DiMenna and seconded by Trustee Holland that the January 31, 2006 Regular Board meeting agenda be approved as amended. Carried.

5. Questions Pertaining to Agenda – None.
6. Disclosure of Interest - Pursuant to the Municipal Conflict of Interest Act. – Trustee Porcellini disclosed interest in agenda items 10b(v) *Board Health, Dental and Life Benefit Program*, 8a(i) *Special Education Advisory Committee Delegation*, and 11b *Notice of Motion – Trustee Alexander* due to the employment of husband. Trustee Holland disclosed interest in agenda item 11b *Notice of Motion – Trustee Alexander*. Trustee Courtney disclosed interest in agenda item 10b(v) *Board Health, Dental and Life Benefit Program*.
7. Presentations

- a. Healthy Active Living Program

Vice-Principal Greg Peck and teacher Brian Steer along with several students who are participating in the Health Active Living Pilot Program at St. Francis Catholic Elementary School presented a overview of the program’s goals and an energetic sampling of the activities that students participate in as part of the daily program. The program is intended to complement the upcoming Ministry initiative of providing 20 minutes of physical activity in every school and to help instil a life long commitment towards healthy active living. Trustee Keane congratulated the school on the success of the Healthy Active Living program as well as for recently receiving the first annual Clean Green School Challenge Platinum Award, which was presented by Mayer Francis. Parent volunteer Nancy Knowles was commended for her dedication as environmental club leader at St. Francis Catholic School.

8. Delegations

- a. Delegation Regarding Items Not on the Agenda
 - i. Special Education Advisory Committee (SEAC) Delegation

Jennifer Jaco-McKay, Vice-Chair of the Special Education Advisory Committee (SEAC) was present on behalf of SEAC to bring forward concerns related to fiscal 2005 special education budget report. Specific concerns included the charge of educational assistant lunchtime supervision to the special education budget with no offset received from the Learning Opportunities Grant (LOG) as in past years, provisions in place to support special education children while the educational assistant is assigned to lunchtime supervision, the charge of 100% of social worker salaries to the special education budget when many needs are unrelated to special needs under Ministry definition, and revisions to the 2005 Fiscal Special Education Budget Board Report received in December 2005. Ms. Jaco-McKay also conveyed the Committee’s concern that they have not been able to provide meaningful input into the development of the special education budget for several years and the need to receive special education financial statements on a quarterly basis.

Trustees sought clarification from administration regarding the concerns raised by SEAC. Superintendent Marchini reported the 2005 Fiscal Special Education Budget had

been revised to show an expense adjustment of \$192,312 in supply costs that should have been charged to the FSL program and a revenue allocation increase of \$333,000 due to confirmation received on January 24, 2006 from the Ministry of Education for the Special Education Equipment (ISA I) grant and indicated that the revised report would be presented later in the meeting. Superintendent Marchini also provided a brief overview of the 2006 Fiscal Special Education Budget report that will be presented for the Board's consideration and approval later in the meeting concerning the issue of salary and benefits costs for educational assistants and social workers. Superintendent Marchini indicated that the Board is in compliance with respect to spending all special education revenue on special education expenditures.

Superintendent Berthiaume clarified that the provision of lunchtime supervision by educational assistants and administrators is utilized to meet the legislated requirements for teachers to receive a 40-minute uninterrupted lunch break. Superintendent Ouellette indicated that the hours of work for educational assistants were extended by 20 minutes to ensure that lunchtime supervision does not detract from the allocated time to be spent with special needs children.

Trustee Porcellini declared an interest midway through discussion on this item due to her husband's employment, as the discussion pertains references to lunchtime supervision provisions contained within OECTA contracts.

- b. Delegations Regarding Items On the Agenda – None.

9. Action Items

- a. Approval of Minutes

- i) Minutes of In-Camera Meeting, December 1, 2005 (*deferred item*)

Moved by Trustee Janisse and seconded by Trustee Porcellini that the minutes of the Special In-Camera Meeting of December 1, 2005 be adopted as distributed. Carried.

Recorded Vote: In favour: Trustees Porcellini, Janisse, DiMenna, Courtney and Macri.
Opposed: Trustees Keane, Alexander, Soulliere and Holland.

- ii) Minutes of In-Camera Meeting, January 17, 2006

Moved by Trustee Holland and seconded by Trustee Courtney that the minutes of the In-Camera meeting of January 17, 2006 be adopted as amended. Carried.

- iii) Minutes of Regular Meeting, January 17, 2006

Amendments:

- Page Six – Agenda Item 16 Remarks/Questions by Trustees – The last sentence of Trustee Soulliere's comments amended to read: Trustee Soulliere inquired into the provision of quarterly financial statements as directed in a Board motion from years past.

Moved by Trustee Janisse and seconded by Trustee Keane that the minutes of the Regular Meeting of January 17, 2006 be adopted as amended. Carried.

b. Items From In-Camera Meeting of January 31, 2006

Vice-Chair Courtney reported The Windsor-Essex Catholic District School Board convened a closed Committee of the Whole meeting January 31, 2006, pursuant to the Education Act - Section 207, to consider specific personnel, 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. Trustee Soulliere declared a conflict of interest and excused herself from the relevant discussion item.

Moved by Trustee Courtney and seconded by Trustee Janisse that the recommendations and directions of the Committee of the Whole Board at its meeting of January 31, 2006 be approved. Carried.

Vice-Chair Courtney made the following announcement:

- o The extension of retirement for Mary-Anne Lucier for one additional school year.
- o The appointment of Mark Gillis to the position of Department Head – Technological Studies at Assumption College Catholic High School effective February 2, 2006.
- o The appointment of Cari Meneghini to the position of Department Head – Modern Languages / Art at F. J. Brennan Catholic High School effective February 2, 2006.

10. Communications

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

b. Internal (Reports from Administration)

i) Report: Administrative Staff Report

Moved by Trustee DiMenna and seconded by Trustee Soulliere that the Board receive the *Administrative Staff Report on hiring, retirement and resignation of staff dated January 31, 2006 for information. Carried.*

ii) REVISED Report: Trustee Attendance July – December 2005

Moved by Trustee Holland and seconded by Trustee Janisse that the Board receive the revised report *Trustee Attendance – July to December 2005 as information. Carried.*

iii) Report: Feasibility of Expanding Elementary French Immersion Program to County

Superintendent Ouellette and Rosa Cipparone, Communications Coordinator - Learning Support Services, presented the Feasibility of Expanding Elementary French Immersion Program to County Report, which included a financial analysis, feedback from county principals and a suggested implementation process. Based on extensive review and feedback, administration recommends that, should the expansion be approved, one central site be selected to assist in the sustainability of the program and student transportation dynamics.

Discussion ensued regarding the source of funding to implement the program, the number of students required in order to successfully proceed, transportation costs,

the potential impact on enrolment at other county schools, clarification of additional revenues generated by the expansion, requirement for additional teachers, capital investments related to additional space that will be required within the first few years and costs related to additional learning resource materials.

Moved by Trustee Soulliere and seconded by Trustee Porcellini that the Board receive the report Feasibility of Expanding Elementary French Immersion Program to County as information.

and, that the board endorse the timelines and expansion of the program at Holy Name Catholic Elementary School.

Moved by Trustee Alexander and seconded by Trustee Soulliere that the recommendation be amend to cap the program at one class for this coming school year. *Motion withdrawn.*

Director Moher indicated that, since it is difficult to anticipate the level of interest in the program, administration would report back to the board for further direction if enrolment is not sufficient or greatly exceeds the expectations outlined in the report.

Original motion. *Carried.* Recorded Vote: In favour: Trustees Alexander, Soulliere, Holland, DiMenna, Porcellini, Janisse and Keane. Opposed: Trustee Courtney

iv) Report: Health and Dental – Retiree Benefits Participants

Trustee Macri left the meeting at 9:08 p.m. Trustee Courtney assumed the Chair.

Superintendent Marchini presented the report Health and Dental – Retiree Benefits Participants as a follow-up to the January 17, 2006 board report entitled Retire Benefits – Board Annual Cost, which provided the number of former Windsor and Essex Catholic School Board Directors and Superintendents currently enrolled in the Board’s retiree benefit plan.

Moved by Trustee Soulliere and seconded by Trustee DiMenna that the Board receive the report Health and Dental - Retiree Benefits Participants as information. *Carried.*

v) Report: Board Health, Dental and Life Benefit Program

At 9:09 p.m., Trustee Courtney declared an interest and vacated the Chair. Trustee DiMenna assumed Chair. Trustees Holland and Porcellini also did not participate in discussion due to declaration of interest. Trustee Macri re-entered the meeting at 9:11 p.m. and reassumed Chair.

Superintendent Marchini presented the Board Health, Dental and Life Benefit Program which supplements the January 17, 2006 board report entitled Retire Benefits – Board Annual Cost and provides an overview of the costs, the history of the past few years and a recommended timeline to implement a Request for Proposal (RFP) for a Benefit Provider. Discussion ensued with regard to the length of term the board approved for

the original contract with the existing Benefits Consultant and the process utilized for the approval of the increase in consultant fees from 1.1% to 1.5%. A revised report will be provided at the next Board meeting containing a recommended timeline to implement an RFP for a Benefits Consultant rather than a Benefits Provider.

Moved by Trustee Alexander and seconded by Trustee Janisse that the Board Health, Dental and Life Benefit Program Report be deferred for two weeks and that the report be revised to include a recommended plan to implement a Request for Proposal for a Benefits Consultant. Carried.

11. Unfinished Business

- a. Notice of Motion - Trustee Holland (*deferred from December 13, 2005 and January 17, 2006*): “*At the next Board meeting, I shall move or cause to be moved that the Board strike a Committee to re-examine the role of the Board Chaplain in consultation with the Bishops of the Diocese of London.*”

Trustee Holland indicated that she would withdraw the notice of motion at this time and reintroduce it for consideration in the spring.

- b. Notice of Motion - Trustee Alexander:
Trustees Holland and Porcellini disclosed interest in this item and did not participate in discussion.

Trustee Alexander amended this notice of motion to read:

That the Windsor-Essex Catholic District School Board invite submissions from interested consultants regarding the delivery of its total benefits package; and, that this invitation will be in the form of a detailed RFP and is to be widely circulated and further that a minimum of two trustee representatives sit on this committee.

Following brief discussion, the amended notice of motion was deferred for two weeks to allow for completion of the revised Board Health, Dental and Life Benefit Program Report.

- c. Notice of Motion - Trustee Soulliere: “*At the next Board meeting, I shall move or cause to be moved that a forensic audit of the special education budget be completed to determine what general expenses have been charged to the envelop if any.*”

Trustee Soulliere indicated that the purpose of the notice of motion is to determine if the requirements of the Ministry of Education with respect to special education expenditures have been met.

Moved by Trustee Soulliere and seconded by Trustee Alexander that a forensic audit of the special education budget be completed to determine what general expenses have been charged to the envelop if any. Motion defeated.

- d. Report: Fiscal 2005 Special Education Budget Report (*deferred from December 13, 2005*)

Superintendent Marchini indicated that the report deferred at the December 13, 2005 meeting has been revised to show an expense adjustment of \$192,312 in supply costs that should have been charged to the FSL program and a revenue allocation increase of \$333,000

due to confirmation received on January 24, 2006 from the Ministry of Education for the Special Education Equipment (ISA I) grant. The 2004/2005 fiscal period ended with a Special Education Surplus of \$175,168 to be carried into 2005/2006 in order to cover a projected deficit of \$170,313.

Discussion ensued with respect to the protocol used in presenting the revised report to the Special Education Advisory Committee (SEAC) prior to receipt by the Board, the regulated advisory function of SEAC, variances in specific budget line allocations and actual expenditures, the portion of LET prep-time allocated, and the appropriateness of including of educational assistant lunchtime supervision under the Special Education budget without an offset from the Learning Opportunities Grant. Director Moher indicated that, in his opinion, the full amount of special education grants has been spent on special education expenditures.

Moved by Trustee Janisse and seconded by Trustee Porcellini that the Board accept the report Fiscal 2005 Special Education Budget Report and attachment as information.

Moved by Trustee Soulliere and Trustee Alexander that the Board defer the Fiscal 2005 Special Education Budget Report until a legal opinion can be obtained from the Board Solicitor as to whether or not the Board has met regulatory requirements by charging Educational Assistant lunchtime supervision to special education envelope. *Motion defeated.*

Trustee Holland exited the meeting.

Original motion. *Carried.* Recorded Vote: In favour: Trustees Porcellini, Janisse, Keane, DiMenna and Courtney. Opposed: Trustees Alexander and Soulliere.

12. New Business

a. Report: Fiscal 2006 Special Education Budget Report

Superintendent Marchini provided an overview of the 2005/2006 expenditures and grant allocations by envelope for the Special Education program. The 2005/2006 fiscal year Special Education budget has a projected deficit of \$170,313 which will be offset the 2004/2005 surplus of \$175,168 leaving a net surplus of \$4,855. Recommendations pertaining to prorating of the salary and benefits for Educational Assistants and Social Workers were based on input from the SEAC and discussion at Executive Council.

Moved by Trustee Janisse and seconded by Trustee DiMenna that the Board receive the Fiscal 2006 Special Education Budget Report as information; and, that commencing in the fiscal period 2005/2006 the Special Education Financial Statement be charged with 95% of the salary and benefit cost of Educational Assistants and 80% of the salary and benefit cost of Social Workers and Behavioural Specialists.
Carried.

b. Report: Tender – New/Refurbished Dell Computers

Rose Mousaly, Supervisor of Information Technology provided relevant background and rationale for the selected tender bid.

Moved by Trustee Alexander and seconded by Trustee Porcellini that the Board approve the tender bid from Dell for \$412.85 taxes included per refurbished computer; and, that a purchase order contract be issued upon Board approval for 750 computers totalling \$309,637.50. Carried.

c. Report: Partnership Agreement Between Assumption University and the Windsor-Essex Catholic District School Board

Steve Freeman, Supervisor of Faith Development, reported on recent meetings held between the Director, himself and representatives of Assumption University to enter into a partnership intended to further promote the goals Catholic education as a life long learning process. The agreement runs through April 2008 and then continues from year to year, unless either partner gives written notice of their intention to dissolve the partnership. Director Moher will provide the agreement to the Board Solicitor for review.

Moved by Trustee DiMenna and seconded by Trustee Keane that the Board approve the Partnership Agreement with Assumption University to further mutual goals for Catholic education. Carried.

13. Committee Reports

a. Special Education Advisory Committee (SEAC) Minutes of November 10, 2005

Trustee Soulliere noted recommendations contained on page four of the minutes.

Moved by Trustee Soulliere and seconded by Trustee DiMenna that the Board receive the minutes of the November 10, 2005 Special Education Advisory Committee meeting as information. Carried.

14. Notice of Motion

- Trustee Porcellini: *“At the next regular scheduled meeting of the Board, I shall move or cause to be moved that the Board approve the expenditure of funds to cover the conference registration fees only, for two parent council representatives from each family of schools (to a maximum of 16 representatives) to attend the annual general meeting of the Ontario Association of Parents in Catholic Education (OAPCE) yearly, to a maximum expenditure of \$4,000 annually.”*
- Trustee Porcellini: *“At the next regular scheduled meeting of the Board, I shall move or cause to be moved that the Board immediately suspend our protocol on Fifth Disease, and develop a policy or policies regarding this disease that will be circulated for comment to all our stakeholders and presented to the Board for approval, as per our normal procedure for policy development and review.”*

- Trustee Porcellini: *“At the next regular scheduled meeting of the Board, I shall move or cause to be moved that the Board send a letter to the Prime Minister-elect indicating our support for the previously announced national child care funding initiatives, known as the Best Start program in our region, indicating as well that we as a Board consider this initiative to be of paramount importance in the educational development of the children in our community and therefore beyond the scope of party politics, and urging the Prime Minister-elect to honour the funding commitments of the initiative.”*

15. Remarks and Announcements

- a. Chairperson – No comments this evening.
- b. Director of Education Moher reported that construction of the two new high schools in the East Windsor and Lakeshore areas will affect F. J. Brennan, St. Joseph’s and St. Anne’s high school boundaries. In order to maintain enrolment stability at all three schools, existing school boundaries will continue to be in effect until both new schools have been opened to allow time for a thorough study and community consultation process of all three schools.
- c. Board Chaplain – No comments this evening.

16. Remarks/Questions by Trustees

- Trustee Porcellini thanked St. Angela Catholic Elementary School for inviting her to their recent read-a-thon and congratulated Catholic Central High School basketball team on their performance at the University’s invitational tournament. Trustee Porcellini congratulated Mr. Laforet’s class at Immaculate Conception who were voted AM800’s first “Class of the Week.” Trustee Porcellini indicated she would be attending Windsor City Council on February 7 to speak on the Best Start initiative. Trustee Porcellini inquired into what activities the Board would be doing to celebrate Black History month. Trustee Porcellini indicated that the City of Windsor will convene a Culture Summit on February 23 and hopes that our board will send a representative to participate. Trustee Porcellini asked that information be provided on plans to respond to the Ministry of Education’s new Parent Involvement Policy. Trustee Porcellini indicated that she provided fellow trustees with a copy of the Board’s protocol regarding Fifth’s Disease for their review prior to the next Board meeting.
- Trustee Keane congratulated Emelda Byrne who will join JoAnne Shea in teaching the Principal Qualifications Course. Trustee Keane congratulated Diane Bedard for being honoured with the Ontario Library Association Distinguished Service Award. Trustee Keane asked that letters of commendation be sent to these individuals as well as to Nancy Knowles, parent volunteer at St. Francis Catholic Elementary School. Trustee Keane commented about the veteran cab strike and conveyed his hope for a quick settlement. Trustee Keane indicated that the Ad Hoc Committee members will be meeting next week to discuss the Communications Services Coordinator recruitment process.
- Trustee Alexander asked for a copy of the Director’s comments with regard to maintaining status quo until the new high schools opened prior to making long-term decision on boundaries.
- Trustee Soulliere commented on the issue of charging of LET prep-time to the special education budget and indicated that SEAC may pursue province wide lobbying to have the Ministry review that charge to special education. Trustee Soulliere commented that while the Board is not required by the Ministry to provide documentation on how the Learning Opportunity Grant

funding is spent, the Board may want to consider mandating how the funding is allotted internally. Trustee Soulliere inquired into the status of the Board's Capital Plan and confirmation of the submission date to the Ministry. Trustee Soulliere requested documentation from the Chair.

Moved by Trustee Janisse and seconded by Trustee Porcellini that the meeting continue past 11:00 p.m. Carried.

- Trustee Courtney congratulated St. Francis Catholic Elementary School on their Clean Green School Challenge Platinum Award and commended members of administration who worked on the television advertisement promoting JK/SK Registration.

17. Pending Items

- a. Deferred from June 27, 2005: Board Policy Review Committee – Board Policy Revisions: *A:12 Code of Ethics / Conflict of Interest (Amended Policy)*
- b. Deferred for six months from October 25, 2005: Motion by Trustee Soulliere and seconded by Trustee DiMenna *“that the Board add two (2) more psychologists to its psychology department for a total of four (4), and that the cost be applied to the general budget to offset the cost of educational assistant lunch supervision to the Special Education budget.”*

18. Continuation of In-Camera - The Board reconvened to In-Camera Committee of the Whole meeting following adjournment.

19. Future Board Meetings: (unless stated otherwise all meetings will be held at the Windsor Essex Catholic Education Centre - 1325 California Avenue, Windsor)

- Tuesday, February 14, 2006
- Tuesday, February 28, 2006
- Tuesday, March 28, 2006
- Tuesday, April 11, 2006
- Tuesday, April 25, 2006
- Tuesday, May 9, 2006
- Tuesday, May 23, 2006
- Tuesday, June 13, 2006
- Monday, June 26, 2006

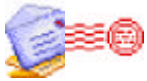
20. Closing Prayer – Father Brunet closed the meeting with a prayer.

21. Adjournment - There being no further business, the Regular Board Meeting of January 31, 2006 adjourned at 11:05 p.m. at the call of the Chair.



not approved

John Macri
Board Chairperson

Michael Moher
Director of Education & Secretary



Friday, February 03, 2006 7:57:48 PM
Message

From:  "oliver" <olivercarroll@rogers.com>
Subject: Toronto Catholic School Board
To:  **John Macri**

Attachments:  Attach0.html

John, on Friday February 17 we hope to hold a meeting in Hamilton, of Chairs, V/C and Directors or alternates, of a number of Catholic and Public Boards. The purpose of the meeting is to talk about current or looming deficit issues especially in regard to salary benchmarks. We would hope to get a sense of the size of the potential problem and develop a strategy to address it. This strategy would then go back to individual Boards for further discussion.

I understand your coterminous Board may also be attending. Would you be available to join us? When would a good time be to call you to discuss it? Oliver Carroll, Chair - TCDSB
416-691-6787

Ministry of Education
Office of the Minister

Mowat Block
Queen's Park
Toronto ON M7A 1L2

Ministère de l'Éducation
Bureau du Ministre

Édifce Mowat
Queen's Park
Toronto ON M7A 1L2



February 3, 2006

**An open letter from Minister of Education Gerard Kennedy
concerning the financial status of the Dufferin-Peel Catholic District School Board**

I am writing to update parents, students, staff and the public on a provincial review of the Dufferin-Peel Catholic District School Board's (DPCDSB) financial status.

The McGuinty government has invested just over \$2 billion more annually to support students in publicly funded education since taking office. The DPCDSB has received its full share, with \$100 million more funding in 2005/06 compared to 2002/03 — an increase of 19 per cent. This means the support for each Dufferin-Peel student has increased from \$6,500 in 2002-03 to \$7,489 in 2005-06, which equals \$989 or 15 per cent *more* per student.

Notwithstanding this, you may be aware of the board's stated intention, after filing an initial balanced budget, to file a deficit of \$15 million in the current school year, raising potential concern about its ability to provide services to its students in this and future years.

The ministry has held a series of meetings with the board since last June to try to determine the basis for any potential deficit and to arrive at solutions. Most recently, meetings were held through a joint working group that had its final meeting on Wednesday.

Some progress has been made, but some of the information obtained by the ministry through these meetings also raised concerns that could not be resolved by the working group. To resolve these concerns, I will be appointing an outside investigator who will provide a clear picture of the board's finances, its management processes and options for solutions. Please be assured that the board, its trustees and administration, and its schools continue to operate as before, and all students continue to receive the same services while the report is being completed.

The ministry remains open-minded and optimistic that an investigator will help the board and ministry to resolve this issue in a timely manner that will also ensure quality education for all students.

Status to Date

In its work to date, the ministry's principal concern is that the board's recent spending has increased at a higher rate than increases in either enrolment, inflation or the rate of growth at surrounding boards.

2005-06 revised estimates compared to 2002-03 actuals:

Revenue	up 19%
Number of Students	up 3%
Inflation	up 7%
Spending	up 27%

The board has a planned spending increase this year of 6.8 per cent over last year, despite board enrolment having grown by only 1.9 per cent, and salary cost increases of approximately 2 per cent. If a more carefully planned level of spending had been followed, the deficit could have been much lower or potentially eliminated.

Certain non-classroom areas, such as administration, also appear to be significantly higher than spending at comparable boards.

After examining the three areas where the board has expressed funding concerns (teacher salaries, transportation and special education) the ministry believes that the board's situation with respect to these challenges has actually improved significantly — rather than worsened — in the past two years.

The board has been using proceeds of a one-time surplus to meet some of its financial obligations for the past two years. This has apparently been done without a plan for ongoing viability — a management practice that is, itself, the source of some concern to the ministry.

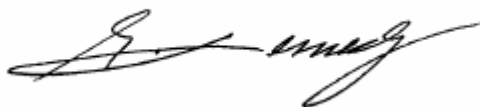
The above concerns are some of the issues to be reviewed by the investigator.

Conclusion

Our government is in its second year of a four-year plan to improve and build confidence in Ontario's publicly funded education system. We certainly agree that more needs to be done. At the same time, we strongly believe that all boards can safely balance their books, while providing a high-quality education for our students. In fact, some twenty of our school boards recorded surpluses at the end of the last school year.

While there are differences between the board and the ministry position at this time, I want to assure you that we will maintain an atmosphere of mutual respect, and that the interests of students will remain at the forefront of every consideration. Further, we will make updates available throughout the process.

Sincerely,



Gerard Kennedy, MPP
Minister



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:
February 14, 2006

Public **In-Camera**

PRESENTED FOR: 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
P. Picard, 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 February 14, 2006 for information.

BACKGROUND:

FINANCIAL:

COMMENTS:

TIMELINES:

APPENDICES:

- Administrative Staff Report dated February 14, 2006

February 14, 2006

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

	Employee Name	Position	Location	Date	Reason
HIRING:	Derrick Ballard	Elementary Teacher	Our Lady of Perp.Help	February 3, 2006	
	Kimberly Pearce	Secondary Teacher	St. Joseph's Secondary	February 2, 2006	
	Ellen Tinoco	Secondary Teacher	F. J. Brennan Secondary	February 2, 2006	
RETIREMENT:	Louis Bortolin	Secondary Teacher	Holy Names Secondary	June 30, 2006	
RESIGNATION:	Fran Georgeff	Occasional Teacher	Supply	February 2, 2006	
Teacher Retirements - Upcoming *Have given notice; have yet to retire		Elementary: 2	Secondary: 3	Total: 5	
Teacher Retirements - Year to Date ** Have retired as of this date		Elementary: 2	Secondary: 3	Total: 5	
Teacher Resignations - Upcoming		Elementary: 0	Secondary: 0	Total: 0	
Teacher Resignations - Year to Date		Elementary: 3	Secondary: 0	Total: 3	



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BOARD REPORT

Meeting Date:
February 14, 2006

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

PRESENTED BY: Senior Administration

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

SUBJECT: **HIGH SCHOOL COUNCIL – NOVEMBER 24, 2005 MEETING**

RECOMMENDATION:

That the Board receive the minutes of the High School Council dated November 24, 2005, as information.

BACKGROUND:

All minutes of the High School Council are to be received by the Board.

FINANCIAL: None.

COMMENTS:

It was decided, by general consensus, that following meetings, the recording secretary would prepare a report and forward it to the Chair. If they agreed with the information contained in the report, it would be forwarded to the Board as information and the Council at their next meeting would approve the minutes.

Because of the length of time between meetings, there may be information contained in the report that would be received by Trustees after the fact, however, minutes are not posted to the board's website until they are formally approved by the High School Council.

TIMELINES:

APPENDICES:

- Report of November 24, 2005 meeting is attached.



WINDSOR-ESSEX CATHOLIC DISTRICT SCHOOL BOARD

HIGH SCHOOL COUNCIL MEETING

November 24, 2005

~ Catholic Central Catholic High School ~

7:00 p.m.

REPORT

PRESENT

Parent Representatives

Assumption	Zelika Trepanier
F. J. Brennan	Kerri Bulmer
Holy Names	Carol Delisle
St. Anne's	Patricia Machina, Joe Bachmeier
St. Joseph's	Katie Desjardins
St. Thomas of Villanova	Mary Sagat

Trustees

Board Representative

Principal

Recording Secretary

Patrick Keane, Shannon Porcellini
Superintendent Janet Ouellette
Darlene Kennedy
Celeste DiPonio

REGRETS

F. J. Brennan	Robin Marentette
Catholic Central	Anna St. Antoine, Sandra Couvillon
Cardinal Carter	Liz Matte
SEAC Representative	Claudio DelDuca
Student Trustee	Amy Kishek, Alternate Jennifer Devos

Mary Sagat, Chairperson, called the meeting to order at 7:08 p.m. and led the opening prayer.

Mary Sagat

- acknowledged the hospitality of Catholic Central in their preparations for the meeting.
- acknowledged the new School Council Reps. from Assumption, Zelika Trepanier, Joe Bachmeier of St. Anne's Kerri Bulmer from Brennan and Katie Desjardins from St. Joseph's
- welcomed trustees Pat Keane, Shannon Porcellini and her child Gwen and also made mention that Mrs. Porcellini would represent Catholic Central tonight.

Additions/Amendments to Agenda

- none

Approval of Minutes – June 9, 2005

Moved by: Pat Machina

Seconded by: Kerri Bulmer

THAT the minutes of the October 20, 2005 meeting be approved. Carried.

Election of Chair

Mary Sagat asked if there were any nominations for Chair, Co-chair or Vice-chair. She then suggested that perhaps as the year goes on, someone may be interested to partner the position. It was suggested that in the event that Mary Sagat may be unavailable for a meeting, that the Chair person of the host school would run the meeting.

Mary Sagat was re-elected through acclamation.

Within an hour of our meeting, regrettably Trustee Shannon Porcellini departed, as infant Gwen was not feeling well.

Business Arising from Previous Minutes

Joe Bachmeier asked for clarification regarding the *Trust Licence Agreement* that was circulated through Peter Marchini's office. This was received by some schools not others, to be completed and signed and has created some confusion. Trustee Keane and Superintendent Ouellette will follow up with the business department as to the source and will advise at our next meeting.

Joe Bachmeier noted the "Action item" on the last agenda – question about OAPCE and the different policy features of the insurance coverage. He asked for an explanation and clarification of what this insurance will cover, that is not covered by our Board Insurance. Superintendent Ouellette will check with Ken Gignac from the Finance Dept. on possible duplication features.

PRESENTATION

None

STUDENT SENATE REPORT (*Amy Kishek or Jennifer Devos*)

- Neither Student Senate Trustee present this evening.
- Mary Sagat indicated that Amy Kishek has been very busy lobbying the Minister of Education as part of OTSA (Ontario Student Trustees' Association) to formalize student trustees voting on school boards. Mary shared the Windsor Star article.
- Mary also gave a brief report on the *Student Senate Faith Day held Wednesday, Nov. 2nd* at the Fogolar Furlan Club over 300 students attended and she noted the attendance of Director Moher, Mr. Keane and Mr. Alexander. She indicated that this Event will be highlighted in OAPCE's quarterly newsletter.

SEAC REPORT

- None. Mr. DelDuca was not present.
- Superintended Ouellette noted that the minutes appear with the board minutes and anyone interested can read them on the board web site. She indicated that there was nothing urgent to report on. She said that there will not be a meeting in December. The next meeting is scheduled for January 2006. She noted that Mr. DelDuca was present at the last meeting, so he may report back at our next meeting.

POLICY REVIEW (*Joe Bachmeier*)

Mr. Bachmeier is our new member for the Policy Review Committee. He indicated that he will be attending the next policy review meeting at the Board scheduled for December 13th. Mr. Bachmeier stated that he needs copies of the new policies that will be under review and the correct date of the next meeting. Superintendent Ouellette will make sure that Mr. Bachmeier receives this information.

TRADES ON TOUR

Superintendent Janet Ouellette paraphrased a memorandum from Susan Friedl, Coordinator of Experiential Learning/OYAP highlighting the conference agenda and overview of the Trades on Tour: A Parent/Youth Conference to be held at St. Clair College in May 2006.

This full day conference to be held on a Saturday at St. Clair College, will include an Overview of Apprenticeship, Keynote Address by a "local or well-known person", carousel breakout session, lunch and optional Industry tours. Carousel workshops will include 4 trade sectors; career cruising, essential skills and career pathways. Also, one interactive, youth-oriented workshop would be included and could adopt a game show (like a Family Feud format). In forming our planning team, we will wish to include School Council parent volunteers; a Chair from the Elementary group and a Chair from the Secondary group would be ideal.

She indicated that St Clair College and local industry is providing the opportunity to bring together parents with their children. She indicated that this is a huge initiative in the province. Examples of commitment, OYAP grant \$200 - \$300 hundred thousand per year. She stated that our teachers and administrators went on a bus tour last Tuesday and looked at the construction trade and came back to say that every job site begged them to encourage our students to go into the construction trades as they have had to import people. She noted that many students that drop out of school, go in as unskilled labourers. If these same students

would complete the trades, they could then go in as skilled labourers and make more money. These are very viable fields for our children. Part of what they would like to do is have parents sit on the planning committee, so that what they are planning will be useful and attractive to parents. Very helpful if someone from this group will be a secondary rep. She urged to have someone call her and volunteer. Superintendent Ouellette also commended the tremendous work that Susan Friedl is doing for our board, and the great success she has had identifying students early on and encouraging them to take the direction of the trades.

CHAIRPERSON'S REPORT (*Mary Sagat*)

- Mary shared and circulated three articles that appeared in the Windsor Star: 1) Bishop Fabbro meeting the children who wrote Essay's at St. Anne's Parish; 2) Bishop Fabbro's Dinner/Fundraiser for St. Peter's Seminary; 3) EQAO 2005 results.
- She gave Catholic Central and Holy Names a supply of the OAPCE recent personalized newsletter to take back to their School Councils, also for St. Anne's and Brennan. She spoke of Assumption's proposed wetland project as presented to the Board by Principal Mary-Margaret Parent and its commitment from the U of W & financial pledges from other sponsors.

SUPERVISOR'S REPORT (*Janet Ouellette*)

- Student Success initiative from Ministry – our board has put a *Student Success Teacher* in each high school. Their job is to identify, logistically help and support these students to successfully complete the credits for the secondary school diploma.
- Janet along with Darlene Kennedy also noted the great work and difference that Linda Staudt, Supervisor of Student Pathways for Success has done in identifying early on "Students At Risk." They also noted Kathy Furlong and her role with Students At Risk. She reiterated that it is better to build on success rather than failure.
- Parent teacher interviews were last week, and this is also the beginning of the registration process for Grade 8's going to high school next year.
- Boundary Questions. Both Superintendent Ouellette and Trustee Keane noted that the board is not looking at any boundary changes until the two new schools are built. At that time there would be a formal boundary review and consultation process. In the meantime, any requests that come in would be looked at case by case.

OAPCE REPORT (*Mary Sagat*)

- OAPCE's vigilant concerns of current Provincial Property Assessment legislation discriminating against Roman Catholic Separate School Supports by allowing for automatic rollover to the designation of Public School supporter as a result of any changes to a family's status.
- She noted the default is automatic once the province-wide software program is accessed. She said this is a big issue province-wide and that Catholic ratepayers should confirm their status regularly. This is important matter for statistics gathering provincially. Superintendent Ouellette indicated that she would look into informing parents through Synervice.

Trustee Pat Keane

- Noted that Michael Moher, Director is retiring at the end of this school year.
- December 2nd – Together in Faith Day, all employees of the system meet, half at Assumption and half at Villanova.
- Fr. James Mulligan, author of Catholic Education-Ensuring a Future will be speaking at Assumption. Book presented – Dynamic speaker Sister Clare Fitzgerald, from Boston College will be at Villanova with early morning start time.

NEW BUSINESS/OTHER

- None
- Chairperson, Mary Sagat concluded the meeting with a closing prayer
- ***Adjourned 8:56***

The next meeting is scheduled for:

Thursday, January 19th 2006
St. Anne's High School
7:00 P.M.



Windsor-Essex Catholic District School Board

1325 California Avenue, Windsor, Ontario N9B 3Y6
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Michael B. Moher, Director of Education

John Macri, Board Chairperson

BOARD REPORT

Meeting Date:
February 14, 2006

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
Timothy J. Robins, Controller, Facilities Services
Wilfred Wong, Manager, Operations & Maintenance Services

SUBJECT: **ANNUAL PLAYGROUND EQUIPMENT INSPECTION & REPAIR PROGRAM – INTERIM REPORT.**

RECOMMENDATION:

That the Board approve the repairs to the playground equipment received from the original equipment manufacturers for a total value of \$67,663.00 incl. g.s.t., and the pilot program for addressing pea gravel surfaces.

BACKGROUND:

At the Board Meeting held on October 25, 2005 Administration presented a report to the Board outlining the annual playground equipment inspection and repair program.

The report referenced Board draft policies B:07 and B:08, the Ontario School Board Insurance Exchange (OSBIE) recommendation and the National Standard for Children's Playspace and Equipment, Canadian Standard Association (CSA) document, as the basis for the requirement to conduct annual inspection and repair of playground equipment located on Board property.

The report outlined the timetable for the annual inspection, the prioritization of repairs and approach to be taken to complete all repairs.

FINANCIAL:

Funding to complete all repairs is available in the School Renewal Account.

COMMENTS:

1. All identified Hazard “A” repairs were immediately addressed following the Board Report of October 25, 2005.
2. An Request For Quotation (RFQ) was undertaken to complete the repairs for Hazard “B & C” based on priorities 1 & 2 as indicated in the October 25, 2005 report.
3. The Facilities Services Department retained the services of Playchek Services Inc. (the inspection company) to assist with the RFQ relating to all repairs. The services provided include repair specifications, tender documents and follow-up inspections to certify the equipment. The consultant’s fee is a maximum of \$1560.00.
4. Playchek Services Inc. approached all Original Equipment Manufacturers (OEM) to completed both warranty repair work and quotations for the specific OEM equipment.
5. Playcheck Services Inc. submitted the following quotations from the OEM companies:

Ape	\$24,219.00 incl. g.s.t.
*Henderson	\$ 818.00 incl. g.s.t.
Little Tykes	\$11,396.00 incl. g.s.t.
Bellair	\$23,861.00 incl. g.s.t.
<u>Recreation Depot</u>	<u>\$ 7,369.00 incl. g.s.t.</u>
Total	\$67,663.00 incl. g.s.t.

*Henderson does not offer retrofitting of playground equipment installed prior to September 1997.

6. To address the surfacing repairs the Facilities Services is testing a power washing and top-up approach for pea gravel. This test approach will be conducted at Christ the King and L. A. Desmarais. The quoted price from Recreation Depot @ \$1,200 per site plus g.s.t.
7. Non-OEM play structures and playground equipment is to be tendered by the Board through the Purchasing Manager and this will commence immediately.
8. The above costs represent Phase I or the repair program. Additional repair reports will be forthcoming, as tendering processes are completed.

TIMELINES:

OEM repairs are to be completed by spring.

APPENDICES:

None.



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John Macri, Board Chairperson

BOARD REPORT

Meeting Date:
February 14, 2006

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 – DECEMBER 2005**

RECOMMENDATION:

That the report *Legal Services – December 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 December 2005 legal fees submitted are as follows:

* Real Estate and property matters	\$437.50
* Labour, incl. Negotiations, contract administration and arbitration	\$36,530.00
* Litigation (incl. OLRB hearings, Spec. Ed., Human Rights and Safe School issues).	\$0
* Other Misc. (on-going legal advice and consultation)	<u>\$29,984.50</u>

TOTAL **\$66,952.00**

COMMENTS:

TIMELINES:

- January 2006 Report - March Board meeting.

APPENDICES:

- None



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BOARD REPORT

Meeting Date:

February 14, 2006

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
Janet Ouellette, Superintendent of Education
Tim Robins, Controller of Facility Services

SUBJECT: **ST. MICHAEL'S ADULT EDUCATION PROGRAM,
LEASEHOLD IMPROVEMENTS**

RECOMMENDATION:

That the St. Michael's Adult Education Program, Leasehold Improvements including renovations and furniture and equipment at the Rhodes Campus facility at an estimated cost of \$570,000 be approved.

BACKGROUND: Administration forwarded a report to the Board on the leasing of space for St. Michael's Adult Education program on October 11, 2005.

This report dealt with a lease agreement (10 year term) for the St. Michael's Adult Education Program. The program is currently delivered at St. Clair College. The board's lease agreement with the college expires on July 30, 2006. The college has informed the board that they are unable to renew this agreement.

Although the Rhodes facility was previously used by St. Clair College for classroom instruction, a number of renovations are required in order to adequately accommodate the existing program and staff.

Renovations to the facility will include:

- Additional washrooms to meet building code based on the number of students and staff attending programs
- Teacher Prep room

- Computer classroom
- Renovations to provide a Work Matters Classroom, including Life Skills area
- Custodian room
- Office and Conference areas
- Science Classroom and Prep room
- New telephone, card access system and computer wiring
- Other miscellaneous interior renovations

The final building configuration will be comprised of:

Standard Classrooms	10
Computer Classroom	1
Science and Prep room	1
Work Matters	<u>1</u>
TOTAL	13

The following staff compliment at this site:

Teachers	13
Principal	1
Secretarial	2
Educational Assistants	2
Custodian	<u>1</u>
TOTAL	19

FINANCIAL:

The current staff complement and other estimated supply costs total \$1,474,225. The net grant revenues associated with this program amount to \$1,767,000.

The board's architect Mr. G. McLean has provided administration with a detailed cost analysis of the renovation work required to transform this facility. The estimated cost of \$500,000 will be added to the next debenture issuance at a cost of \$35,000 per year for 25 years based on 4.8%. The furniture and equipment needs to open this facility are approximately \$70,000.

COMMENTS:

The cost to construct a 17,000 square foot facility with fees, furniture and equipment would be in excess of \$3.0 million excluding land acquisition costs.

St. Michael's Adult program currently offers applied level credits to adult age students 19 to 50+. Graduates of this year-round program (5 blocks of 9 weeks each, with continuous registration in January, March, May, August, November) earn a Ministry approved and recognized Ontario Secondary School Diploma.

The St. Clair College site meant that the program had limited hours and courses were restricted to applied high school courses only. The new Rhodes site will provide additional

classroom space, unlimited hours of instruction. It will also provide a new, specially designed location for our Work Matters program.

St. Michael's is also exploring the following possible expansions to the existing programs: Academic (university bound) courses; evening classes; ESL (English as a Second Language) classes for adults; adult non-credit courses such as Computer Education for Seniors: personal interest programs to citizens of east Windsor, Riverside, Forest Glade areas.

In addition, the new location at Rhodes Drive will provide many opportunities for cooperative education in this light industrial area, many of which will be within walking distance of the school.

TIMELINES:

- Board approval – February 14, 2006
- Finalization of Plans – February 15, 2006
- Tender of construction – February 24, 2006
- Completion of Construction – April 28, 2006

APPENDICES:

- Schedule A – Revenue/Expenditure Schedule St. Michael's Adult Education Program 2005/06.
- Existing Floor Plan
- Proposed Floor Plan

"Schedule A"
Revenue/Expenditure schedule
St. Michael Adult Education Program 2005/2006
Rhodes Drive Campus

Operating Expenditures

Lease payments	\$161,725
Teacher salary & benefits (4 x \$79,900) ((9x \$68,000)	\$932,000
Principal salary & benefits	\$119,800
Education Assistants	\$78,600
Secretarial salary and benefits 2 x \$51,000	\$102,200
Custodian	\$54,900
Utilities (estimate)	\$20,000
Janitorial Supplies	<u>\$5,000</u>

Total Expenditures	\$1,474,225
---------------------------	--------------------

Grant Revenues

Continuing Education Grant	\$710,000
Day School under 21 (Net of allocation to School Operations)	<u>\$1,057,000</u>

TOTAL GRANT REVENUES	\$1,767,000
-----------------------------	--------------------

Net Surplus	\$292,775
--------------------	------------------

Building Renovations - per Architect estimate	\$500,000
Furniture & equipment allowance	\$70,000

LEGEND	
	EXISTING WALLS
	PROPOSED WALLS
	PROPOSED PARTITIONS
	PROPOSED CEILING
	PROPOSED FLOOR
	PROPOSED ROOF
	PROPOSED STAIRS
	PROPOSED ELEVATOR
	PROPOSED MECHANICAL ROOM
	PROPOSED MECHANICAL ROOM
	PROPOSED MECHANICAL ROOM



existing floor plan



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BOARD REPORT

Meeting Date:
February 14, 2006

Public **In-Camera**

PRESENTED FOR: Information Approval

PRESENTED BY: Senior Administration

SUBMITTED BY: Michael B. Moher, Director of Education
Joseph Berthiaume, Superintendent of Human Resources
Paulette Littlejohns, Manager of Human Resources

SUBJECT: CANADA DAY DESIGNATION

RECOMMENDATION:

**That the Board approve designation of the following days as Canada Day:
Ten-Month Support Staff Employees - June 30, 2006
Twelve-Month Employees – July 3, 2006**

BACKGROUND:

Canada Day is a statutory holiday that falls on Saturday this year. The collective agreement with CUPE Local 1358.1 outlines that their members are paid for the holiday on the last scheduled day of work in June.

FINANCIAL:

Not applicable

COMMENTS:

Administration has checked with the larger employers in this area and most are designating July 3, 2006 as the holiday.

By designating June 30, 2006 as a holiday for the ten-month employees, they are eligible to collect employment insurance benefits earlier during the summer months.

TIMELINES:

Not applicable

APPENDICES:

Not applicable



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BOARD REPORT

Meeting Date:
February 14, 2006

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: **SCHOOL YEAR CALENDAR - 2006-2007**

RECOMMENDATION:

That the Board approve the School Year Calendar - 2006-2007 for the Windsor-Essex Catholic District School Board.

BACKGROUND:

FINANCIAL: None.

COMMENTS:

TIMELINES: September 1, 2006 to June 30, 2007

APPENDICES:

- Elementary School Year Calendar 2006 - 2007
- Secondary School Year Calendar 2006 – 2007
- School Year Calendar Outline 2006 - 2007



Ministry of Education

School Year Calendar 2006 - 2007

ELEMENTARY

Legend: H - Statutory School Holiday
 E - Scheduled Examination Day
 P - Professional Activity Day
 B - Board Designated Holiday

Half Day

MONTH	Number of Instructional Days	Number of Professional Activity Days	Number of Scheduled Examination Days	1st Week			2nd Week			3rd Week			4th Week			5th Week										
				M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F			
August				1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31
September	19	0	0					H																		
October	21	0	0	2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	31	
November	22	0	0																							
December	15	1	0																							
January	18	0	0	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31
February	19	1	0																							
March	17	0	0																							
April	18	1	0	2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30		
May	22	0	0																							
June	19	1	0																							
July				2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	31	
TOTAL	190	4	0																							

Note: The 2006-07 calendar provides for 196 possible school days between September 1, 2006 and June 30, 2007. The school year shall include a minimum of at least 194 school days of which up to 4 days may be designated by the board as professional activity days and the remaining school days shall be instructional days. The boards may designate up to 10 instructional days as examination days.



Ministry of Education

School Year Calendar 2006 - 2007

Legend: H - Statutory School Holiday
 E - Scheduled Examination Day
 P - Professional Activity Day
 B - Board Designated Holiday
 Half Day

SECONDARY

MONTH	Number of Instructional Days	Number of Professional Activity Days	Number of Scheduled Examination Days	1st Week			2nd Week			3rd Week			4th Week			5th Week																
				M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F									
August						1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31				
September	19	0	0						1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29			
October	21	0	0						2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	31		
November	22	0	0							1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	
December	15	1	0							1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29		
January	13	0	5							1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31
February	20	0	0																													
March	17	0	0																													
April	18	1	0																													
May	22	0	0																													
June	13	2	5																													
July																																
TOTAL	180	4	10																													

Note: The 2006-07 calendar provides for 196 possible school days between September 1, 2006 and June 30, 2007. The school year shall include a minimum of at least 194 school days of which up to 4 days may be designated by the board as professional activity days and the remaining school days shall be instructional days. The boards may designate up to 10 instructional days as examination days.

Windsor-Essex Catholic District School Board
 School Year Calendar Outline
 2006 - 2007

Holidays	
Labour Day	September 4th
Thanksgiving Day	October 9th
Christmas Break	December 25 - January 5
March Break	March 12th - 16th
Easter	April 6th (Good Friday) April 9th (Easter Monday)
Victoria Day	May 21st

Elementary Schools				
Classes commence	September 5			
P.A. Day	December 1	Nov. 30 - 3 hrs. evening interviews -----	9-12 noon - 'Together in Faith' Day	PM - Curriculum Review & Implementation
P.A. Day	February 9	Curriculum Review & Implementation		
Parent Teacher Interviews	March 29	3 hrs. evening		
P.A. Day	April 13	AM - Curriculum Review & Implementation -----	PM - P.D. - Teacher Directed	
EQAO Assessment	May	Grade 3/6 Reading/Writing/Mathematics		
Classes end	June 27			
P.A. Day	June 28 (full day)	Curriculum Review & Implementation		
School Year ends	June 28			

Secondary Schools				
Classes commence	September 5			
2nd half of Semester 1 begins	November 9			
Interviews	week of November 13	one evening - 3 hrs. Parent/Teacher Interviews		
P.A. Day	December 1	9-12 noon - 'Together in Faith' Day -----	P.M. - Curriculum Review & Implementation	
EQAO Assessment	January	Grade 9 - Mathematics		
Examinations	Jan. 25, 26, 29, 30, 31			
Semester 2 begins	February 1			
EQAO Assessment	March	Grade 10 - Literacy		
2nd half of Semester 2 begins	April 16			
Interviews	week of April 23	one evening - 3 hrs. Parent/Teacher Interviews		
P.A. Day	April 13	Curriculum Review & Implementation		
Examinations	June 20, 21, 22, 25, 26			
Classes end	June 26			
P.A. Day	June 27 (full day)	Curriculum Review & Implementation		
P.A. Day	June 28 (full day)	Curriculum Review & Implementation		
School Year ends	June 28			