



**REGULAR BOARD MEETING
Tuesday, November 11, 2008 at 7:00 p.m.
Windsor Essex Catholic Education Centre
John Paul II Boardroom**

A G E N D A

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. Remembrance Day Prayer Service and Presentation
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, October 28, 2008 --
 - ii) Minutes of Regular Meeting, October 28, 2008 1 - 6
 - b. Items from the In-Camera Meeting of November 11, 2008 --

- 10. Communications:
 - a. External (Associations, OCSTA, Ministry):
 - i) Memorandum from the Ontario Catholic Schools Trustees' Association (OCSTA) dated October 31, 2008 re: Minister of Finance Pre-Budget Consultation 7 - 8
 - ii) Memorandum from the Ministry of Education dated November 4, 2008 re: Modernization of School Board Governance 9 - 11
 - b. Internal (Reports from Administration):
 - i) Report: Administrative Staff Report (P. Picard) 12 - 13
 - ii) Report: Legal Services Annual Report - 2007 - 08 Fiscal Year (M. Iatonna) 14 - 15
 - iii) Report: 2007-08 Annual Report on Trustee Expenses (M. Iatonna) 16 - 18
 - iv) Report: Pupil Accommodation Reviews - Status Report as of November 3, 2008 (J. Berthiaume/M. Iatonna/L. Staudt) 19 - 20

- 11. Unfinished Business:
 - a. Deferred Notice of Motion (from October 28, 2008): Trustee Soulliere - *“At the next regular scheduled meeting of the Board, I will move or cause to be moved, that the Board establish a multi-disciplinary committee to review current programs, practices and procedures existing within our school communities regarding prevention of smoking, and alcohol and drug abuse and to provide feedback to the Board on current best practices with recommendations for improvements by the end of April 2009.”* --

- 12. New Business:
 - a. Field Trips:
 - i) Assumption College Catholic High School - Montreal (L. Staudt) 22 - 26
 - ii) St. Thomas of Villanova Catholic Secondary School - Chicago (L. Staudt) 27 - 32
 - b. Report: Appointment to Special Education Advisory Committee (SEAC) (C. Geml) 33 - 38

- 13. Committee Reports:
 - a. Report: Special Education Advisory Committee (SEAC) Meeting Minutes of September 18, 2008 (C. Geml) 39 - 42

- 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 at 7:00 p.m.)
 - Tuesday, November 25, 2008
 - **Tuesday, December 9, 2008 (Organizational Meeting - 7:30 p.m./Mass - 6:45 p.m.)**
 - Tuesday, December 16, 2008
 - Tuesday, January 13, 2009
 - Tuesday, January 27, 2009
 - Tuesday, February 10, 2009
 - Tuesday, February 24, 2009
 - Tuesday, March 10, 2009
 - Tuesday, March 31, 2009
 - Tuesday, April 14, 2009
 - Tuesday, April 28, 2009
 - Tuesday, May 12, 2009
 - Tuesday, May 26, 2009
 - Tuesday, June 9, 2009
 - Monday, June 22, 2009
20. Closing Prayer
21. Adjournment

John Macri
Board Chairperson

Joseph Berthiaume
Director of Education & Secretary-Treasurer



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

REGULAR BOARD MEETING
Tuesday, October 28, 2008 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 | |
| C. Resendes, Student Trustee | |
| N. Lau, Student Trustee | |

Regrets:

Rev. L. Brunet, Board Chaplain

Administration:

- | | |
|--------------------------|-----------|
| J. Berthiaume (Resource) | P. Murray |
| C. Geml | C. Norris |
| M. Iatonna | |

Recorder:

D. Steffens

1. Call To Order - Chair Macri called the meeting to order at 7:44 p.m.
2. Opening Prayer - The meeting opened with a prayer.
3. Recording of Attendance - Fr. Brunet sent regrets.
4. Approval of Agenda
Moved by Trustee Holland and seconded by Trustee Janisse that the October 28, 2008 Regular Board meeting agenda be approved as distributed. Carried.
5. Questions Pertaining to Agenda - None.
6. Disclosure of Interest - Pursuant to the Municipal Conflict of Interest Act. - Trustee Courtney disclosed interest in relation to agenda item 10b(ii) *Community Use of Schools Annual Report* due to her employment and did not participate in the discussion or vote on any question raised on that item.

7. Presentations: None.
8. Delegations:
- a. Delegation Regarding Items Not on the Agenda
- i) Holy Name Catholic Elementary School Advisory Council - Pupil Accommodation Concerns: Rene Deschamps, Vice-Chair of the Holy Name Catholic Elementary School Advisory Council was present on behalf of the school advisory council to petition trustees to consider moving forward with an expansion of the school facility in order to accommodate the present and projected enrolment given the developmental planning that is occurring in the school area.
- b. Delegations Regarding Items On the Agenda - None.
9. Action Items:
- a. Approval of Minutes
- i) Minutes of In-Camera Meeting, October 14, 2008
Moved by Trustee Soulliere and seconded by Trustee Keane that the minutes of the Committee of the Whole Board In-Camera meeting of October 14, 2008 be adopted as distributed. Carried.
- ii) Minutes of Regular Meeting, October 14, 2008
Moved by Trustee DiMenna and seconded by Trustee Courtney that the minutes of the Regular Board meeting of October 14, 2008 be adopted as distributed. Carried.
- b. Items from the In-Camera Meeting of October 28, 2008
- Vice-Chair Courtney reported that the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board meeting on October 28, 2008 pursuant to the Education Act - Section 207, to consider specific personnel, real property matters, labour relations matters, and other matters permitted or required to be kept private and confidential under the Freedom of Information and Protection of Privacy Act. Trustees Porcellini and Keane declared a conflict of interest during the October 28, 2008 In-Camera Session and excused themselves from the relevant discussion items.
- Moved by Trustee Courtney and seconded by Trustee Janisse that the recommendations and directions of the Committee of the Whole Board at its in-camera meeting of October 28, 2008 be approved. Carried.**
- Vice-Chair Courtney made the following announcements:
- receipt of the Administrative Staff Report, dated October 28, 2008
 - receipt of the Audit Committee In-Camera Report

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 Janisse that the Board receive the *Administrative Staff Report on hiring, retirement and resignation of staff dated October 28, 2008 for information.* Carried.

ii) Report: Community Use of Schools Annual Report

In accordance with the reporting requirements of Board Policy A: 03 Community Use of Schools, the Board received the Community Use of Schools Annual Report providing charges to the Community Use of Schools Grant as of August 31, 2008. An administrative report detailing specific usage data will be provided at a future meeting.

Moved by Trustee Holland and seconded by Trustee Janisse that the Board receive the *Community Use of Schools Annual Report as information.* Carried.

iii) Report: Secondary Assessment, Evaluation, and Reporting Procedures and Guidelines

The Board received the Secondary Assessment, Evaluation, and Reporting Procedures and Guidelines that was prepared to support teachers in assessing and evaluating student achievement at the secondary level.

Moved by Trustee Holland and seconded by Trustee Alexander that the Board receive the *Secondary Assessment, Evaluation, and Reporting Procedures and Guidelines as information.* Carried.

iv) Report: Status - Policy Review and Development

Pursuant to Board Policy A: 01 Policy Development, Approval and Review Process, the Board received an annual plan for policy review, including a tracking of all Board policies scheduled for review in 2008-09 and prior.

Moved by Trustee Alexander and seconded by Trustee Soulliere that the Board receive the *status report on policy review and development as information.* Carried.

v) Report: 2007-08 Capital Renewal Program Status as of October 20, 2008

Moved by Trustee Holland and seconded by Trustee DiMenna that the Board receive the *2007-08 Capital Renewal Program Status as of October 20, 2008 as information.* Carried.

vi) Report: Long Term Capital Debt Financing

The Board previously directed administration to initiate specific actions to proceed with a debenture issue to finance the Board's non-permanently financed capital debt. Based on the most recent information received from the Ontario School Board Financing Corporation (OSBFC), a debenture issue is now anticipated to take place in early 2009.

Moved by Trustee DiMenna and seconded by Trustee Janisse that the Board receive the report on Long Term Capital Debt Financing as information. Carried.

11. Unfinished Business:

- a. Notice of Motion from October 14, 2008: Trustee Soulliere deferred this notice of motion to the November 11, 2008 meeting: *"At the next regular scheduled meeting of the Board, I will move or cause to be moved, that the Board establish a multi-disciplinary committee to review current programs, practices and procedures existing within our school communities regarding prevention of smoking, and alcohol and drug abuse and to provide feedback to the Board on current best practices with recommendations for improvements by the end of April 2009."*

12. New Business:

a. Field Trips:

- i) St. Joseph's Catholic High School - Toledo, OH

Moved by Trustee Alexander and seconded by Trustee DiMenna that the Board approve St. Joseph's Catholic High School Field Trip to Toledo, Ohio to participate in the model United Nations Debate from December 4 to 6, 2008. Carried.

- ii) Holy Names Catholic High School - Windsor Flying Club

Moved by Trustee Courtney and seconded by Trustee Keane that the Board approve Holy Names Catholic High School Field Trip to The Windsor Flying Club on November 5, 2008. Carried.

b. Report: 2008 - 09 Snow Removal Tender

Superintendent Iatonna reported that a tender was called for snow removal services and based on the submissions received, it is being recommended to issue purchase order contracts to the three low bidders in each of the 11 zones to be serviced over the next three years.

Moved by Trustee Janisse and seconded by Trustee Soulliere that the Board approve the issuance of Purchase Order Contracts for Snow Removal for the 2008-09, 2009-10 and 2010-11 school years to the following successful bidders:

Riverside Auto Spa

2008-09 Areas A1,A5,A7,A8,A9,A10	\$18,420.00 plus GST per event
2009-10 Areas A1,A4,A5,A7,A8,A9,A10	\$20,933.80 plus GST per event
2010-11 Areas A1, A4,A5,A7,A8,A9,A10	\$20,043.00 plus GST per event

Exteriors By Wade

2008-09 Areas A2,A3,A4,A6	\$12,080.00 plus GST per event
2009-10 Areas A2,A3,A6	\$ 8,710.00 plus GST per event
2010-11 Areas A2,A3,A6	\$ 9,045.00 plus GST per event

Preferred Restoration (Windsor) Ltd.

2008-09 Area A11	\$ 2,515.00 plus GST per event
2009-10 Area A11	\$ 2,515.00 plus GST per event
2010-11 Area A11	\$ 2,515.00 plus GST per event

Carried.

13. Committee Reports:

- a. Report: City School Board Liaison Meeting of June 26, 2008

Discussion at the June 26 meeting included the shared funding model for the installation of bus bays, other methods to address traffic and safety issues, and the Safe Routes to School pilot program.

Moved by Trustee Holland and seconded by Trustee Soulliere that the Board receive the Minutes of the June 26, 2008 City and School Boards Liaison Committee Meeting as information. Carried.

- b. Report: High School Council Meeting Notes of June 19, 2008

Moved by Trustee Keane and seconded by Trustee Porcellini that the Board receive the report for the June 19, 2008 High School Council meeting as information. Carried.

- c. Report: Audit Committee Meeting of October 15, 2008

Moved by Trustee Soulliere and seconded by Trustee DiMenna that the Board receive the Notes from the Audit Committee Meeting of October 15, 2008 as information. Carried.

- d. Verbal Report: Ad Hoc Elementary French Immersion Study Committee - Trustee DiMenna provided a brief update on the committee activities and indicated a full report will be brought to the Board at a future meeting.

14. Notice of Motion - None.

15. Remarks and Announcements:

- a. Chairperson John Macri wished members of the Student Senate well at their system-wide Faith Development day on October 30 and congratulated members of the Board and OECTA Secondary Bargaining unit for reaching a tentative agreement.
- b. Director of Education Joseph Berthiaume provided comment on the following activities that support the four pillars of the board's strategic plan: student achievement initiatives, Catholic faith formation, community partnerships, and employee development; and commented on the Commissioning Ceremony for School Council Chairpersons that was held on October 21.

c. Board Chaplain Rev. Brunet sent regrets this evening.

16. Remarks/Questions by Trustees

- Trustee Soulliere thanked administration for setting up an E-Learning session with her at Cardinal Carter Secondary School in order to provide her with an overview of the process.
- Trustee DiMenna congratulated the St. Anthony Catholic Elementary school community for receiving a Gold Recognition Award for their participation in the Quality Daily Physical Education program.
- Student Trustee Resendes invited everyone to the Student Senate Annual Faith Development Day which is being held October 30.
- Student Trustee Lau commented on his attendance at the recent Rachel's Challenge event.

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 at 7:00 p.m.)

- Tuesday, November 11, 2008
- Tuesday, November 25, 2008
- **Tuesday, December 9, 2008 (Organizational Meeting - 7:30 p.m./Mass - 6:45 p.m.)**
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- Tuesday, May 12, 2009
- Tuesday, May 26, 2009
- Tuesday, June 9, 2009
- Monday, June 22, 2009

20. Closing Prayer - The meeting closed with a prayer.

21. Adjournment - There being no further business, the Regular Board meeting of October 28, 2008 adjourned at 8:32 p.m.

Not approved.

John Macri
Board Chairperson

Joseph Berthiaume
Director of Education & Secretary-Treasurer



Ontario Catholic School
Trustees' Association

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T. 416.932.9460 F. 416.932.9459
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Paula Peroni, *President*
Nancy Kirby, *Vice President*
John Stunt, *Executive Director*

October 31, 2008



MEMORANDUM

TO: Chairpersons and Directors of Education
- All Catholic District School Boards and School Authorities

FROM: Carol Devine, Director, Legislative and Political Affairs

SUBJECT: **Minister of Finance Pre-Budget Consultation**

The Minister of Finance will be hosting pre-budget consultations with individuals, organizations, associations and other stakeholders across the province as part of the government's ongoing dialogue with the citizens of Ontario.

In particular, the Minister is interested in hearing Ontarian's views on what more the government can do during uncertain economic times to prudently manage Ontario's finances and protect important public services.

OCSTA has indicated our interest in participating in a roundtable discussion in Ottawa or Toronto. School boards may receive an invitation to participate in the round-table discussions in your local area. The schedule of consultations is attached. If your board does not receive an invitation, but would like to participate, you may request a spot at a consultation by calling 1-866-989-9002.

When preparing your comments, please consider the following questions:

1. During this period of global economic uncertainty and fiscal challenges, what should the Ontario Government's top priorities be for the 2009 Budget?
2. During uncertain economic times, should the Ontario Government work towards achieving a balanced budget or run a deficit in order to do everything it can to protect priority programs and services?
3. Given the current fiscal challenges, what government programs could be delayed, phased in more slowly, or eliminated?
4. What further steps can the Ontario Government take to promote economic growth and job creation?
5. How can the Ontario Government work more effectively with other levels of government and other key partners during challenging economic times?

WRITTEN SUBMISSIONS

Should a board prefer to make a written submission, visit the Ministry of Finance website at www.fin.gov.on.ca to submit your ideas for the 2009 Budget. Click on the “Tell Us What You Think” item in the What’s New menu and complete the form provided.

Submissions may also be emailed to submissions@ontario.ca, sent by fax to 416-325-0969 or mailed to:

The Honourable Dwight Duncan,
Minister of Finance,
c/o Budget Secretariat,
Frost Building North,
3rd Floor, 95 Grosvenor Street,
Toronto, ON M7A 1Z1.

Ministry of Education

Minister

Mowat Block
 Queen's Park
 Toronto ON M7A 1L2
 Telephone (416) 325-2600
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Ministère de l'Éducation

Ministre

Édifice Mowat
 Queen's Park
 Toronto ON M7A 1L2
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MEMORANDUM TO: Chairs of District School Boards and School Authorities

FROM: Honourable Kathleen Wynne
 Minister of Education

DATE: November 4, 2008

SUBJECT: **Modernization of School Board Governance**

In "Energizing Ontario Education" released last winter, the government recognized that:

School board leadership (trustees, directors and supervisory officers) also needs ongoing development to improve the ability of board leaders to act together within the district to implement the core priorities and provide the supporting conditions required. In this respect, further efforts are needed to improve school board governance and the relationship between trustees and directors. Ten years after substantial changes to school board governance, it is time to clarify and modernize the role of trustees to ensure that they have the supports they need to make sound decisions essential to student success.

I am pleased to inform you that we are moving forward to fulfil this commitment, with the creation of a Governance Review Committee. Its mandate will be to:

- Recommend ways to modernize and clarify in the *Education Act* the duties, powers and accountabilities of school boards, chairs, individual trustees and directors of education, while reinforcing the relationship between elected officials as a group and the director of education as sole employee accountable to the board;
- Identify and recommend effective practices in governance applicable to the education sector, including:
 - Codes of conduct for trustees, enforceable at the provincial or board level;
 - Audit committees with external members;
- Propose an appropriate long-term capacity building program for trustees;
- Recommend, after consultation with trustee associations, appropriate content and format of eventual provincial interest regulations designed to ensure that a board achieves student outcomes specified in the regulation, such as improved literacy and numeracy and graduation rates.

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The following matters are outside the scope of the mandate of the committee: trustee expenses, trustee honoraria, board boundaries and the current regime of four school systems.

The modernization of school board governance is overdue. For example, the *Education Act* refers to boards' powers to erect fences, establish cadet corps and purchase milk for students, but it doesn't define boards' accountability to improve student achievement.

Most importantly, sound governance is key to the improvement of outcomes in any organization. The committee's deliberations will be informed by the ongoing work on school board governance as part of the Operational Review initiative. So far, 14 boards have voluntarily been assessed by external consultants against leading practices in governance.

The Governance Review Committee will be co-chaired by Rick Johnson and Madeleine Chevalier. Rick Johnson is president of the Canadian School Boards' Association, past president of the Ontario Public School Boards' Association (OPSBA) and chair of the Trillium-Lakelands District School Board. Madeleine Chevalier is a trustee and past chair of the Conseil des écoles catholiques de langue française du Centre-Est and former president of the Fédération nationale des conseils scolaires francophones.

Other members will include : Harold Brathwaite, executive director of the Retired Teachers of Ontario and former director of education of the Peel District School Board; Denis S. Chartrand, former director of education of the Conseil des écoles publiques de l'Est de l'Ontario and former chair of the Council of Directors of Education (CODE); Penny Milton, CEO of the Canadian Education Association, former chair of the Toronto Board of Education, former executive director of OPSBA and former Ontario Deputy Minister; Paula Peroni, president of the Ontario Catholic School Trustees' Association, vice-president of the Canadian Catholic School Trustees' Association and chair of the Sudbury Catholic District School Board.

The committee will seek input from provincial stakeholders and engage with trustees and directors of education, as well as focus groups of school councils and parent representatives, to inform its recommendations expected by the end of the winter of 2009. Further information regarding the consultation process will follow.

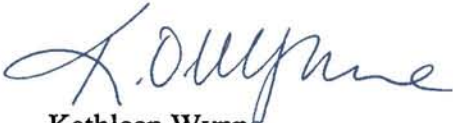
The Ministry's intention is to seek legislative amendments to the *Education Act* as a result of this governance review during the spring of 2009, and file provincial interest regulations on student outcomes, literacy, numeracy and graduation rates during the summer of 2009.

Good governance involves an increasing use of data and results to assess our collective work, monitor progress, and address situations where additional guidance may be necessary. I have asked the Deputy Minister to engage with representatives from CODE to develop minimal requirements for Directors' 2008 Annual Reports. These requirements will encourage the sharing of consistent information across the system about the important work we are all engaged in. This will also better support trustees in making critical decisions around student success.

.../3

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I thank you for your ongoing leadership of Ontario's publicly-funded schools. I look forward to the upcoming work to modernize the governance of our sector and reinforce our shared ownership and responsibility for the government's three key education goals to improve student achievement, reduce gaps in student outcomes and increase confidence in publicly-funded education.



Kathleen Wynne
Minister of Education

- c. **Members of the Education Partnership Table**
Directors of education
Supervisory officers of school authorities



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

Meeting Date:
November 11, 2008

BOARD REPORT

Public **In-Camera**

PRESENTED FOR: Information Approval

PRESENTED BY: Senior Administration

SUBMITTED BY: Joseph Berthiaume, Director of Education
P. Picard, Superintendent of Human Resources
J. Bumbacco, Assistant Superintendent, Human Resources
P. Littlejohns, Manager of Human Resources

SUBJECT: ADMINISTRATIVE STAFF REPORT

RECOMMENDATION:

That the Board receive the *Administrative Staff Report* on hiring, retirement and resignation of staff dated November 11, 2008 for information.

SYNOPSIS:

BACKGROUND COMMENTS:

FINANCIAL IMPACT:

TIMELINES:

APPENDICES:

- Administrative Staff Report dated November 11, 2008

REPORT REVIEWED BY:

<input checked="" type="checkbox"/> EXECUTIVE COUNCIL	Review Date:	November 3, 2008
<input checked="" type="checkbox"/> SUPERINTENDENT	Approval Date:	November 4, 2008
<input checked="" type="checkbox"/> DIRECTOR OF EDUCATION:	Approval Date:	November 5, 2008

October 28, 2008

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

	Employee Name	Position	Date
HIRING:	Shawn Gilliam	Elementary Teacher	October 1, 2008
RESIGNATION:			
RETIREMENT:	David Krymusa	Custodian	October 31, 2008
OTHER:			



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

Meeting Date:
 November 11, 2008

BOARD REPORT

Public **In-Camera**
PRESENTED FOR: Information Approval
PRESENTED BY: Senior Administration
SUBMITTED BY: Joseph Berthiaume, Director of Education
 Mario latonna, Superintendent of Business
SUBJECT: **LEGAL SERVICES ANNUAL REPORT – 2007/08 FISCAL YEAR**

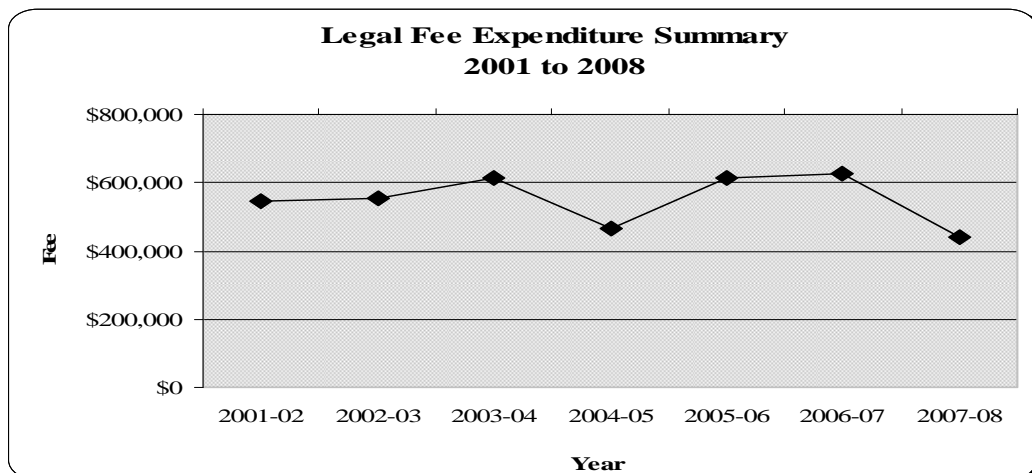
RECOMMENDATION:

That the Board receive the report Legal Services Annual Report as information.

SYNOPSIS: This annual report is provided to present a cumulative summary of 2007/08 legal fees and provides a seven (7) year comparison of legal expenditures.

BACKGROUND COMMENTS: Legal services are presently provided to the Board by Shibley Righton LLP under an agreement which expired March 31, 2008. At the Board Meeting of January 15, 2008, a two (2) year extension was approved, for an expiration of March 31, 2010.

The 2007/08 legal fees have shown a significant decrease compared to past years.



FINANCIAL IMPACT:

2001/02 Fiscal year:	\$ 547,614.97
2002/03 Fiscal year:	\$ 553,146.60
2003/04 Fiscal year:	\$ 615,667.54
2004/05 Fiscal year:	\$ 466,950.22
2005/06 Fiscal year:	\$ 612,863.45
2006/07 Fiscal year:	\$ 624,749.61
2007/08 Fiscal year:	\$ 440,301.50

2007/08 Fiscal Year (breakdown) is as follows:

*Real Estate and Property Matters	\$36,508.50
*Labour (incl. Negotiations, Contract Administration and Arbitration)	\$228,113.50
*Litigation (inc. OLRB Hearings, Spec Ed., Human Rights and Safe School Issues)	\$5,790.00
*Other Misc. (On-going Legal Advice and Consultation)	\$169,889.50

TOTAL	\$440,301.50
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The above fees do not include disbursements and GST.

TIMELINES:

Next Annual Report to be submitted in the fall of 2009.

APPENDICES: None

REPORT REVIEWED BY:

<input checked="" type="checkbox"/> EXECUTIVE COUNCIL	Review Date:	November 3, 2008
<input checked="" type="checkbox"/> SUPERINTENDENT	Approval Date:	November 3, 2008
<input checked="" type="checkbox"/> DIRECTOR OF EDUCATION:	Approval Date:	November 4, 2008



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

Meeting Date:
 November 11, 2008

BOARD REPORT

Public **In-Camera**
PRESENTED FOR: Information Approval
PRESENTED BY: Senior Administration
SUBMITTED BY: Joseph Berthiaume, Director of Education
 Mario latonna, Superintendent of Business
SUBJECT: **2007-08 ANNUAL REPORT ON TRUSTEE EXPENSES**

RECOMMENDATION:

That the Board receive the 2007-08 Annual Report on Trustee Expenses as information.

SYNOPSIS: This report presents an annual summary of the expenses of each Trustee for the 2007-08 fiscal year, in accordance with Board Policy *T02 Conventions, Meetings, Out of Pocket Expenses*.

BACKGROUND COMMENTS: The *Education Act* provides parameters for trustee honoraria and reimbursement for travel expense, professional development and reasonable out-of-pocket expenses incurred as a result of carrying out their duties in accordance with board policy. Funds available to support trustee honorariums and to reimburse them for expenses incurred in the course of their duties are governed by several policies of the Windsor-Essex Catholic District School Board, including: *T01 Student Trustee; T02 Conventions, Meetings, Out of Pocket Expenses; T06 Honoraria for Trustees; and, A:04 Travel, Meal, Professional Development, and Compensation for Use of Auto*.

Honorarium

Section 191 of the *Education Act* provides:

s.191 (1) A board may pay each of its members an honorarium in an amount determined by the board, and

s.191 (2) A board may pay to its chair and vice-chair an additional honorarium in an amount determined by the board,

within limits set in regulation by the Minister.

The *Education Act* further provides that:

s.191 (3) Despite this Act or any other Act, where an elected member of a board is, under a by-law or resolution of a board, paid a salary, indemnity, allowance or other remuneration, one-third of such amount shall be deemed to be for expenses incident to the discharge of his or her duties as a member of the board.

Therefore one-third of each Trustee's honorarium is deemed a tax-free expense allowance that he or she may use at his or her sole discretion.

Honoraria for elected trustees is adjusted annually in accordance with *Ontario Regulation 357/06 Honoraria for Board Members* and duly included in the Board's approved fiscal budget. The annual Honoraria for student trustees is determined through *Ontario Regulation 7/07 Student Trustee* and is also included in the Board's fiscal budget.

Expenses

In addition to the above deemed tax-free expense provision of the honorarium, the *Act* also provides:

s. 191.2 (3) A Board may establish a policy under which a member of a board may be reimbursed for all or part of his or her out-of pocket expenses reasonably incurred in connection with carrying out the responsibilities of a board member.

The Ministry of Education's *School Board Administration and Governance Grant*, provides for an annual allotment of up to \$5,000 to be used toward trustee reimbursement for travel, professional development and other reasonable out-of-pocket expenses. In addition to this allotment, the Board has approved through Board policy that trustee travel expense within the City of Windsor and County of Essex is to be reimbursed separately through an annual "pooled" budget amount. This additional cost is also charged to the School Board Administration and Governance Grant portion of the Board's funding.

FINANCIAL IMPACT: A summary of individual trustee expenditures is attached.

TIMELINES: September 1, 2007 through August 31, 2008.

APPENDICES:

- 2007-08 Summary of Trustee Expenses

REPORT REVIEWED BY:

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL	Review Date:	November 3, 2008
<input checked="" type="checkbox"/>	SUPERINTENDENT	Approval Date:	November 4, 2008
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	November 5, 2008

2007-08 SUMMARY OF TRUSTEE EXPENSES

Trustee Name	2007-08*	Mileage** (Local)	Mileage/ Transportation (Out of District)	Conference/ Seminar Registration	Accommodation	Meals	Communications	Other Misc.	Subtotal	Outstanding Advance Monies	Fiscal Year
	Annual Honorarium						(Includes Internet, Telephone/Fax/ Cellphone & Computer)				2007 - 08 TOTAL**
Fred Alexander	\$10,595.89	\$536.36	\$840.32	\$1,044.75	\$937.93	\$172.75	\$1,324.36	\$11.83	\$4,331.94	\$0.00	\$4,331.94
Joan Courtney (Vice-Chair)	\$13,646.42	\$942.08	\$740.86	\$848.35	\$416.91	\$76.09	\$939.42	\$237.92	\$3,259.55	\$0.00	\$3,259.55
Mary DiMenna	\$10,595.89	\$2,104.06	\$0.00	\$0.00	\$0.00	\$0.00	\$545.45	\$0.00	\$545.45	\$0.00	\$545.45
Barbara Holland	\$10,595.89	\$360.46	\$2,948.80	\$0.00	\$0.00	\$0.00	\$711.79	\$428.93	\$4,089.52	\$0.00	\$4,089.52
Chris Janisse	\$10,595.89	\$898.28	\$0.00	\$0.00	\$0.00	\$0.00	\$1,680.75	\$90.00	\$1,770.75	\$0.00	\$1,770.75
Patrick Keane	\$10,595.89	\$552.92	\$640.90	\$1,251.51	\$976.93	\$228.45	\$1,060.52	\$841.69	\$5,000.00	\$0.00	\$5,000.00
John Macri (Chair)	\$16,696.77	\$324.96	\$0.00	\$0.00	\$0.00	\$0.00	\$587.90	\$206.36	\$794.26	\$0.00	\$794.26
Shannon Porcellini	\$10,595.89	\$346.38	\$684.40	\$0.00	\$230.52	\$395.25	\$2,545.34	\$589.55	\$4,445.06	\$0.00	\$4,445.06
Lisa Soulliere	\$10,595.89	\$2,783.92	\$343.00	\$656.25	\$416.92	\$22.57	\$1,020.84	\$161.83	\$2,621.41	\$0.00	\$2,621.41
Sub-Totals	\$104,514.42	\$8,849.42	\$6,198.28	\$3,800.86	\$2,979.21	\$895.11	\$10,416.37	\$2,568.11	\$26,857.94	\$0.00	\$26,857.94
Student Trustees (Bradley/Resendes)	\$5,000.00	\$1,013.38	\$2,133.08	\$1,170.00	\$2,770.31	\$804.57	\$0.00	\$3.75	\$6,881.71	\$0.00	\$6,881.71
TOTALS	\$109,514.42	\$9,862.80	\$8,331.36	\$4,970.86	\$5,749.52	\$1,699.68	\$10,416.37	\$2,571.86	\$33,739.65	\$0.00	\$33,739.65
Fr. Larry Brunet (Board Chaplain)	\$2,923.26	\$422.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Notes:

* Annual Honorarium for elected trustees is set at one level from September 1 to November 30; and, another from December 1 to August 31. Student Trustees receive an annual honorarium of \$2,500 each.

** Fiscal Year 2007 - 08 Total Column does not include reimbursements for "Mileage Local" - Expenses pertaining to mileage to attend local meetings and events (within Essex County) is reimbursed through an account that is budgetted for annually over and above the \$5,000 allotment for Trustee Expenses.

Membership Fees:

Ontario Catholic Schools Trustees Association (OCSTA) 2007-08 Membership Fees:	\$77,424.00
Ontario Student Trustees Association (OSTA-AEGO) 2007-08 Membership Fees:	\$1,248.35
Trustee Group Accident Insurance 2008:	\$528.00
	\$79,200.35



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

Meeting Date:
 November 11, 2008

BOARD REPORT

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

PRESENTED BY: Senior Administration

SUBMITTED BY: Joseph Berthiaume, Director of Education
 Linda Staudt, Superintendent of Education
 Mario Iatonna, Superintendent of Business
 Patrick Murray, Academic Supervisor, Facilities Services
 Colleen Norris, Coordinator of Policy Development

SUBJECT: **PUPIL ACCOMMODATION REVIEWS - STATUS REPORT AS OF NOVEMBER 3, 2008**

RECOMMENDATION:

That the Board receive as information this report on the status of the pupil accommodation reviews that have been approved by the Board and on the establishment of Accommodation Review Committees (ARC's) for the group of schools located in East Windsor, including St. Bernard (Windsor), St. Jules and Our Lady of Lourdes, and the group of schools located in West Windsor, including St. Francis, St. James and St. John.

SYNOPSIS: On October 14, 2008, the Board approved proceeding with accommodation reviews of elementary schools located within the areas of East Windsor and West Windsor. The Director identified, through a report to the Board on its capital needs, two groups of schools facing challenges in providing a suitable and equitable range of learning opportunities for students. Based on the approval of the Board to proceed with pupil accommodation reviews of these two groups of schools, an Accommodation Review Committee are being established for each group of schools as required under Board procedure Pr A: 05 Pupil Accommodation Review.

BACKGROUND COMMENTS: In review of the capital plan for 2008, the Director identified the East Windsor group of schools, St. Bernard (Windsor), St. Jules and Our Lady of Lourdes, and the West Windsor group of schools, St. Francis, St. James and St. John as facing one or more of the following conditions/challenges:

- Experiencing or forecasting an adverse impact on learning opportunities due to declining enrolment;

- Reorganization involving the groups of schools could enhance program and learning opportunities for students;
- Teaching/learning spaces are not suitable to provide the programs needed to serve the community and retrofitting may be cost prohibitive;
- One or more of the schools in the groups is experiencing higher building maintenance expenses than what is typical for the system and/or is in need of major capital improvements;
- Under normal staffing allocation practices, it would be necessary to assign three grades to one class in one or more of the schools.

It is required under Board Procedure Pr. A: 05 Pupil Accommodation Review that an ARC be established in the accommodation review of each group of schools, to lead the public review of the group of schools, and to study, report and make recommendations to the Board on accommodation options for the ARC’s assigned group of schools.

Two Arcs are being established, one for the East Windsor group of schools and one for the West Windsor group of schools. Each ARC may consist of potentially 24 + members, as follows:

- 2 Trustees (one from the specific area, the other chairs the ARC)
- School Superintendent (representing the school/area)
- From each school in the group:
 - The school principal or designate
 - Teacher representative
 - Non-teaching staff representative
 - 3 parents (one of whom is school council chair or designate)
- The ARC will invite a municipal councillor to join the Committee
- The ARC will invite a member of the business community to join the Committee
- The ARC may appoint additional members as resources including the Pastor (s) of the parishes in which the affected schools are located and various members of board administration as necessary.

FINANCIAL IMPACT: N/A

TIMELINES: Parents/guardians, staff and school council members of the affected schools shall be informed through their respective schools, and the attached notice, of the formation of the Arcs. The decision shall also be posted to the Board’s website.

Each ARC must hold at least four public meetings over the course of at least 90 days and there must be at least 60 days notice of the first public meeting. At the end of the consultation process, each ARC must submit a report to the Director, and the Board must then provide a minimum of sixty (60) days notice prior to the Board meeting at which the Trustees will vote on the recommendations of the ARC and the recommendations of administration. The notice periods cannot include school holidays such as summer vacation, Christmas break and spring break.

APPENDICES:

- Notification to Parents/Guardians, staff and school council members of each school in the group.

REPORT REVIEWED BY:

- | | | | |
|-------------------------------------|------------------------|----------------|------------------|
| <input checked="" type="checkbox"/> | EXECUTIVE COUNCIL | Review Date: | November 3, 2008 |
| <input checked="" type="checkbox"/> | SUPERINTENDENT | Approval Date: | November 4, 2008 |
| <input checked="" type="checkbox"/> | DIRECTOR OF EDUCATION: | Approval Date: | November 5, 2008 |



1325 California Avenue
Windsor, ON N9B 3Y6
CHAIRPERSON: John Macri
DIRECTOR OF EDUCATION: Joseph Berthiaume
Telephone: (519) 253-2481 FAX: (519) 253-4819

November 12, 2008

Dear Staff, Parents/Guardians, and School Council Members:

As you may be aware, the Windsor-Essex Catholic District School Board approved proceeding with two accommodation reviews involving two groups of schools:

- East Windsor, including Our Lady of Lourdes, St. Bernard and St. Jules.
- West Windsor, including St. Francis, St. James and St. John

As required in the pupil accommodation review process, an Accommodation Review Committee (ARC) is being established for each group of schools, to study, report and make recommendations on the best accommodation options for maximizing educational opportunities for each group.

The need for the ARC study comes out of the Board's commitment to continue to monitor all factors, and plan for pupil accommodations that assist the Board in providing the highest quality educational programs and services. Various factors, including province wide declining enrolment, will be considered by the ARC when making recommendations for pupil accommodations that make the best use of all resources available to the Board.

The ARC composed of representatives from each school in the group, as well as community and parish representatives, will lead a public consultation process that will allow full opportunity for input. The ARC must assess each school in the group for its value to the student, value to the school board, value to the community and value to the local economy. Each school in the group will be assessed according to the same criteria with value to the student being given the greatest weight.

From its study and the input received from the public consultation process, the ARC will make recommendations that will assist the Board of Trustees in deciding on the best accommodation options for each group of schools. The ARC may consider many options in making their recommendations, including the reorganization of the schools, changes in boundaries, renovations to existing schools, or new school construction. Please be assured that a school's involvement in an ARC does not mean it is scheduled for closure, although school closure is an option that can be considered and recommended by the ARC.

As partners in Catholic education, we shall continue to strive and to provide the highest quality education for our students. You are invited to visit the Board's web site at www.wecdsb.on.ca for more information on ARC's and the pupil accommodation review process, as detailed within Board Policy A: 05 and Board Procedure Pr A: 05 Pupil Accommodation Review, and the Ministry of Education Pupil Accommodation Review Guidelines. You will be notified of the public consultation process.

Please feel free to contact Patrick Murray, Academic Supervisor – Facilities Services at (519) 253 – 2481 ext. 1159, or by e-mail at Patrick_Murray@wecdsb.on.ca should you have any questions.

Sincerely,

John Macri
Board Chair



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

Meeting Date:
 November 11, 2008

BOARD REPORT

Public **In-Camera**

PRESENTED FOR: Information Approval

PRESENTED BY: Senior Administration

SUBMITTED BY: Joseph Berthiaume, Director of Education
 Linda Staudt, Superintendent of Education

SUBJECT: **ASSUMPTION COLLEGE CATHOLIC HIGH SCHOOL**
 - **FIELD TRIP TO MONTREAL**

RECOMMENDATION:

That the Board approve Assumption College Catholic High School Field Trip to Montreal on May 28 to May 31, 2009.

SYNOPSIS: In accordance with Board Policy SC:04 Field Trips, this report seeks Board approval for 50 students in Grades 9 to 12 to perform at a public venue in Montreal, as well as participate in a workshop at McGill University. They will also be attending a Eucharistic Celebration at Notre Dame Cathedral. This field trip request is in compliance with the Field Trip Policy.

BACKGROUND COMMENTS: This field trip ties in the students' courses of study in music.

FINANCIAL IMPACT: \$30 per student.

TIMELINES: May 28 – 31, 2009

APPENDICES:

- Request for Approval of Field Trip – SC:04 Form A
- Letter of Support from Teacher, dated October 27, 2008
- Itinerary

REPORT REVIEWED BY:

<input checked="" type="checkbox"/> EXECUTIVE COUNCIL	Review Date:	November 3, 2008
<input checked="" type="checkbox"/> SUPERINTENDENT	Approval Date:	November 4, 2008
<input checked="" type="checkbox"/> DIRECTOR OF EDUCATION:	Approval Date:	November 5, 2008



Windsor-Essex Catholic District School Board Field Trip Approval Form

SC:04 Form A 2008 v.1

▼ Subject: Field Trip/Excursion Approval Form

From: **Celeste DiPonio**
Linda Staudt
Sherrilynn Colley-Vegh
Elaine Carr
Brian Zanier

To: Debi Steffens
 Linda Staudt

Teacher: Brian Zanier

School: Assumption

Destination Name: Montreal

Name of Carrier:

Mode of Transportation: Coach

Travel Company Involved: Ellison Travel

Departure Date: Thu, May 28, 2009

Return Date: Sun, May 31, 2009

Time of Departure from School: 6:00AM

Approximate Time of Return to School: 9:00PM

Number of Male Students: 25

Number of Female Students: 25

Total Cost Per Student: \$500

Personal Cost Per Student: \$30

Grade of Students: 9-12

Number of Supervisors: Male: 2 Female: 2

Purpose of Trip/Excursion: A musical appreciation and performance tour of Montreal

Relationship to Students' Program/Course: *Maximum 200 characters.*

The students will be performing at a public venue in Montreal as well as in a workshop at McGill University. They will also be attending professional musical concerts, museums, and guided tours.

Pre-Trip/Excursion Preparation(s) by Students: *Maximum 200 characters.*

The students will be preparing for this trip through weekly practices throughout the year.

Follow-up Activities Planned: *Maximum 200 characters.*

We will listen to the adjudicators taped comments about our performance.

If activity is occurring over a weekend Indicate plans for students to attend a eucharistic celebration:

We will be attending Notre Dame Cathedral in Old Montreal for a Eucharistic Celebration.

Date Submitted: Wed, Oct 08, 2008

Teacher: Brian Zanier

Approval Date: Thu, Oct 09, 2008

Principal: S. Colley-Vegh

Approval Date: Thu, Oct 23, 2008

Superintendent: Linda Staudt

Approval Date:

Trustee (per SO):

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

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip/excursion. 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, 2000.

Linda Staudt
Superintendent of Education

Oct. 27, 08

Dear Ms. Staudt

Please accept this letter as support for our request for our field trip proposal.

The Music program at Assumption is once again in the process of planning another performance trip at the end of the year. We would like to visit Montreal, Canada at the end of May, 2009 for a musical appreciation and performance tour.

The end of the year trip is a very important motivating factor for our music program. The students will spend the entire school year preparing for this trip through weekly rehearsals. Aside from performing several concerts throughout the year, the trip serves as a long-term goal for the students.

This performance trip also supports many areas of the curriculum as found in the Arts Document. (Performance/ Creation Strands) We will be performing in Montreal at a public venue as well as a workshop at McGill University, School of Music. While at McGill, the students will be working with one of the Universities Professors who will help them improve their individual and group performance.

The trip also supports the Social Science/History Curriculum. We will be given a guided tour of old Montreal, attend a Museum, and visit historic Notre Dame Cathedral.

I would be happy to answer any further questions you may have about our proposed trip. Please let me know if you require further information. Thank you for your continued support.

Sincerely,

Brian Zanier

Music Teacher,
Assumption College Catholic High School



311 Main Street, P.O. Box 1990
Exeter, Ontario, Canada N0M 1S7
Tel: (519) 235-2000 Fax: (519) 235-2061

www.ettravel.com

255 West 1st Street, Suite #116
North Vancouver, BC, Canada V7M 3G8
Tel: (604) 983-2470 Fax: (604) 983-2471

ASSUMPTION COLLEGE SCHOOL MUSIC TOUR TO MONTREAL MAY 21 – 24, 2009

Preliminary Itinerary – October 9, 2008

Day 1 – Thursday, May 21

D

- 6:00am - a **55 passenger coach** will arrive at the school to load luggage and band equipment
- 6:30am - board the coach and depart Windsor for **Montreal, Quebec**
- rest stops and a stop to purchase lunch will be made at the discretion of your
- 6:00pm - on arrival in Montreal you will have **dinner** at the Hard Rock Café (or similar)
- 7:00pm - board the coach and transfer to your hotel
- 7:30pm - check in at the Sandman Hotel – Longueuil (or similar) for a 3 night stay

Day 2 – Friday, May 22

B/D

- 8:00am - **full American Breakfast** at the hotel
- 9:00am - board the coach and transfer to a nearby **school or senior centre** to prepare for your performance
- 10:00am - **performance by the Assumption College School band**
- 11:00am - following the performance you will pack up and transfer to the **Eaton Centre** to purchase lunch
- board the coach and transfer to Old Montreal to meet your guide
- 1:30pm - this afternoon enjoy a **guided walking tour of Old Montreal**
- 4:30pm - enjoy a **guided tour at Pointe-A-Calliere** - This museum houses artifacts based on significant archaeological discoveries made on the site during the 1980s.
- 6:00pm - walk to **dinner** at Restaurant du Vieux Port (or similar)
- 7:30pm - take a drive to **Mount Royal Park** before going to your hotel – there will be time to walk to the look-out
- an option for this evening is a cruise on the St. Lawrence

Day 3 – Saturday, May 23

B/D

- 8:00am - **full American Breakfast** at the hotel
 - 9:00am - board the coach and transfer to **McGill University**
 - this morning you will take part in a **music workshop** with a university professor
- continued...

-2-

- there will be time to explore the campus in small groups
- purchase lunch at Foubourg Ste. Catherine (or similar)
- 2:00pm - this afternoon you will visit the **Montreal Museum of Fine Arts** – the museum houses a collection of over 33,000 objects- painting, sculpture, works on paper, prints and drawings, photographs, decorative art objects
- 4:30pm - attend **mass at Notre Dame Basilica** (French) or perhaps an English mass at another church in the downtown area
- 6:30pm - board the coach and transfer to dinner
- 7:30pm - enjoy **dinner and jazz** at La Mere Clavet (or similar)
- board the coach and transfer to your **evening activity** of bowling or Laser Quest
- 9:30pm - board the coach and return to your hotel

Day 4 – Sunday, May 24

- 8:00am - **full American Breakfast** at the hotel followed by check out and loading the coach
- 9:30am - board the coach and depart for Windsor, Ontario
- rest stops and a stop to purchase lunch and dinner will be made at the discretion of your driver and group leader
- 10:30pm - estimated arrival time at Assumption College School
- welcome home

B - Breakfast / L - Lunch / D - Dinner - denote meals included in tour cost

Itinerary is tentative and subject to final confirmation



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

Meeting Date:
 November 11, 2008

BOARD REPORT

PRESENTED FOR: Public In-Camera
 Information Approval

PRESENTED BY: Senior Administration

SUBMITTED BY: Joseph Berthiaume, Director of Education
 Linda Staudt, Superintendent of Education

SUBJECT: **ST. THOMAS OF VILLANOVA CATHOLIC SECONDARY SCHOOL**
 - **Field Trip to Chicago, Illinois**

RECOMMENDATION:

That the Board approve the St. Thomas of Villanova Catholic Secondary School Field Trip to Chicago on May 21 – 24, 2009.

SYNOPSIS: In accordance with Board Policy SC:04 Field Trips, this report seeks Board approval for 50 students in Grades 9 – 12 Music Curriculum to travel to Chicago Illinois to perform and attend clinics. They will also be part of an audience and attend workshops.

BACKGROUND COMMENTS: This field trip ties in the students' courses of study in music, taking into account the three strands: theory, creation and analysis.

FINANCIAL IMPACT: \$300 per student.

TIMELINES: May 21 – 24, 2009

APPENDICES:

- Request for Approval of Field Trip – SC:04 Form A
- Letter from St. Thomas of Villanova Catholic High School
- Itinerary
- Curriculum Expectations

REPORT REVIEWED BY:

<input checked="" type="checkbox"/> EXECUTIVE COUNCIL	Review Date:	November 3, 2008
<input checked="" type="checkbox"/> SUPERINTENDENT	Approval Date:	November 4, 2008
<input checked="" type="checkbox"/> DIRECTOR OF EDUCATION:	Approval Date:	November 5, 2008



Windsor-Essex Catholic District School Board Field Trip Approval Form

October 22, 2008 11:15:35 AM

SC:04 Form A 2008 v.1

▼ Subject: Field Trip/Excursion Approval Form

From: Celeste DiPonio

To:



Linda Staudt
JoAnne Shea

Teacher: Nino Palazzolo

School: St. Thomas of Villanova Catholic S. S

Destination Name: Chicago

Name of Carrier: TBA

Mode of Transportation: Coach

Travel Company Involved: School Voyageurs

Departure Date: May 21, 2009



Return Date: May 24, 2009



Time of Departure from School: 7 a.m.

Approximate Time of Return to School: 5 p.m.

Number of Male Students: 22

Number of Female Students: 28

Total Cost Per Student: \$595

Personal Cost Per Student: \$300

Grade of Students: 9 - 12

Number of Supervisors: Male: 2 Female: 3

Purpose of Trip/Excursion: Performance & clinics; musical presentations, Broadway show

Relationship to Students' Program/Course: *Maximum 200 characters.*

Performance and curricular based activities as per itinerary

Pre-Trip/Excursion Preparation(s) by Students: *Maximum 200 characters.*

Rehearsal, individual preparation of skills

Follow-up Activities Planned: *Maximum 200 characters.*

Critique of performances and concerts

If activity is occurring over a weekend Indicate plans for students to attend a eucharistic celebration:

St. Patrick's Catholic Church, Chicago, Sunday morning mass prior to departure

Date Submitted: Oct 1, 2008



Teacher: Nino Palazzolo

Approval Date: Oct 14, 2008



Principal: JoAnne Shea

Approval Date: Oct 22, 2008



Superintendent: Linda Staudt

Approval Date:



Trustee (per SO):

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

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip/excursion. 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, 2000.

November 5, 2008

Superintendent of Education
Academic Human Resources - Secondary
Board Trustees
Mrs. JoAnne Shea

Dear ,

I would like to propose a field trip for our Music Dep't, Sr & Jr Concert Band, Jazz Band and Vocalists; an excursion to Chicago where the groups would perform and take in the rich culture the city has to offer.

Dates: May 21-24/08: about 50 participants, 4-5 chaperones.

The Group would be participating in performances and workshop clinics specifically targeting areas for skill improvement. The students will also have the opportunity of being an audience at a Broadway production as well as workshops.

With your approval , we would like to begin a fund raising campaign in order to offset the costs. Students participating will submit \$300.00 as an initial deposit and different fundraisers such as talent shows, chocolate bars, cookie dough, pasta nights, bandathons, etc. will help with the remaining costs. We remain

aware of students with financial difficulties and will discretely offer assistance so that any student who works toward the trip will not be forgotten.

Find enclosed a package of pertinent information; Approval Request form, Preliminary Itinerary, Ministry of Education Arts Document Overall and Specific Expectations of our program as it relates to performance on field trips.

Thank you for your consideration.

Sincerely,

N.J.P

Nino Palazzolo (Music Director)
St. Thomas Of Villanova Secondary

cc: Mrs. L. Bastien

ST. THOMAS OF VILLANOVA SCHOOL CHICAGO TOUR 2009 MAY 21 - MAY 24

Proposed Itinerary (Sep. 29, 2008)

- Day One: Thursday, May 21**
- 6:45 am *coach arrives at St. Thomas of Villanova School to pack
 - 7:30 am *departure for Chicago, lunch on coach and rest stops en route, (not incl)
 - 2:00 pm *meet step on guide downtown for city tour (guide will be at meeting point at 1:45 pm)
 - 5:00 pm *end tour at the Sears Tower, up until recently the world's tallest building
 - 5:30 pm *visit to Sears Sky Deck for outstanding views over the city and Lake Michigan (incl)
 - 6:30 pm *transfer to Navy Pier for dinner
 - 7:30 pm *dinner at Joes be-bop café 7.30
 - 9:30 pm *transfer to hotel and check in for 3 night stay at Essex Inn on Michigan Avenue (breakfast incl)
- Day Two: Friday, May 22**
- 7:30 am *continental breakfast at the hotel (incl)
 - 8:30 am *transfer to the Field Museum of Natural History (incl)
 - 9:00 am *visit of the Field Museum including tickets to the special exhibit Real Pirates the Untold Story of Slavery
 - 11:00 am *set up for one hour performance at Field Museum
 - 11:30 am *performance
 - 12:30 pm *pack up equipment and transfer to restaurant district for lunch at one of Chicago's famous restaurants- Ed Debevic's, Michael Jordan's, McDonalds, etc (not incl)
 - 1:30 pm *transfer to world famous Shedd Aquarium
 - 2:00 pm *visit of Shedd Aquarium
 - 3:30 pm *transfer to Magnificent Mile for a walking of famous Michigan Ave.
 - 4:45 pm *board Coach and transfer to Hard Rock Café
 - 5:15 pm *enjoy dinner at the Hard Rock Café
 - 6:45 pm *transfer to Drury Lane theatre for Broadway show Xanadu
 - 7:30 pm *enjoy Xanadu (incl)
 - 10:00 pm *return to hotel
- Day three: Saturday, May 23**
- 8:00 am *breakfast at hotel (incl)
 - 9:00 am *Guided tour of Chicago's "History of Broadcasting" with specialist tour guide
 - 12:00 pm *enjoy lunch at a downtown café.
 - 1:30 pm *transfer to Northwestern University for music clinic
 - 2:00 pm *set up for clinic
 - 5:00 pm *pack up coach and return to Chicago
 - 5:30 pm *transfer to the hotel. Time to change before dinner
 - 6:45 pm *transfer to Navy Pier for dinner at Andy's Jazz Restaurant
 - 7:30 pm *dinner at Andy's Jazz restaurant
 - 9:00 pm *time to enjoy Navy Pier
 - 11:00 pm *return to hotel
- Day four: Sunday, May 24**
- 8:00 am *breakfast at the hotel
 - 9:00 am ***load coach and depart to local church for morning worship (TBA)**
 - 11:00 am *depart church for Villanova (lunch on route)
 - 5:00 pm *approximate time of arrival in Villanova

Ministry of Education Curriculum Expectations Synopsis - Performance Field Trips

Taken from the 3 strands: Theory, Creation, Analysis

A.) Overall Expectations relating to performance:

Students will:

1. demonstrate the ability to read and understand musical notation;
2. demonstrate an understanding of the broad overview of the historical and stylistic context of music;
3. explain methods of production and editing of musical recording (e.g., analog, digital, Midi);
4. play or sing technical exercises and diverse repertoire (including their own creations when appropriate) that reflect the theory expectations;
5. make artistic decisions that affect the stylistic accuracy of their playing or singing (e.g., articulation, phrasing, posture, dynamics, tone quality, intonation, rhythm, balance, blend);
6. demonstrate the effective use of analog and /or digital technology in music applications;
7. demonstrate an understanding of music literacy, at a level appropriate for the grade, using the creative process (perception, production, and reflection);
8. demonstrate an understanding of music history and its cultural context;
9. demonstrate the ability to listen attentively and with discernment to live and recorded music, using the stages of critical analysis (initial reaction, description, analysis, interpretation and judgment);
10. demonstrate an understanding of the function of music in society;
11. identify connections between music education and various careers;
12. demonstrate an understanding of rehearsal, performance, and audience etiquette;
13. describe the distinctive nature of participating in the various roles associated with music activities (e.g., soloists and accompaniments, ensemble members or leaders);
14. demonstrate an understanding of the relationship of the audience and performer (e.g., attend a live performance and respond to it orally or in writing, using terminology appropriate to the grade);
15. identify how skills developed in music are applied in various music/ related careers;

The Ontario Curriculum Gr.9-12

The Arts 1999 & 2000; pg. 36-42; pg. 56-67 respectively

Ministry of Education Curriculum Expectations Synopsis - Performance Field Trips

16. analyse, orally and in writing, the quality and impact of a variety of live and/ or recorded performances, using appropriate music vocabulary;
17. analyse the quality of their own and their peer's performances, using appropriate music vocabulary to suggest ways of improving those performances (e.g., style/ groove, intonation, tone quality, dynamics, articulation, phrasing, rhythm, balance and blend, overall effect);
18. demonstrate an understanding of basic elements of arts project design

B) Specific Expectations:

1. perform musical works proficiently in a variety of styles for various ensembles;
2. demonstrate the specific technical skills necessary for the expressive performance of repertoire (e.g., skills in handling articulation, phrasing, intonation, dynamics, tempi, rhythms, balance, blend) through the performance of studies (e.g., solo studies, studies for small or large ensembles);
3. accurately play or sing notated or stylistically correct articulations (e.g., accent, *staccato*, slur);
4. play or sing with an understanding of musical phrase structure (i.e., notated, improvised, or stylistically correct);
5. demonstrate consistently correct body posture;
6. control notated or stylistically correct dynamics while maintaining good tone quality;
7. play or sing with tone quality appropriate to the repertoire being performed;
8. play or sing with accurate pitch;
9. play or sing with accurate intonation both melodically and harmonically;
10. play or sing maintaining a consistent tempo;
11. play or sing in simple and compound metres (e.g., 4/4, 3/4, 2/4, 6/8);
12. accurately play or sing notated or improvised rhythms (e.g., sixteenths through whole notes and rests, including dotted values);
13. play or sing with sensitivity to balance and blend;



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

Meeting Date: November 11, 2008

BOARD REPORT

Public **In-Camera**
PRESENTED FOR: Information Approval
PRESENTED BY: Senior Administration
SUBMITTED BY: Joseph Berthiaume, Director of Education
 Cathy Geml, Superintendent of Education
SUBJECT: **APPOINTMENT TO SPECIAL EDUCATION ADVISORY COMMITTEE (SEAC)**

RECOMMENDATION:

That the Board approve the following member to the Special Education Advisory Committee for the balance of the four-year term, December 1, 2006 to November 30, 2010:

Association
IEWS – Support for the Families of Blind And Visually Impaired Children

Member
Melanie Allen

SYNOPSIS: VIEWS – Support for the Families of Blind and Visually Impaired Children has notified the Board of its nomination of Melanie Allen to serve as the Association’s representative on the Board’s Special Education Advisory Committee (Appendix “A”). The Board of Trustees approves appointments to the committee.

BACKGROUND COMMENTS: Subsection 57.1(1) of the Education Act requires every school board to establish a Special Education Advisory Committee (SEAC). The composition and duties of SEAC are set out in *Ontario Regulation 464/97 Special Education Advisory Committee* (Appendix “B”).

In order to be nominated or appointed to a special education advisory committee, a person must be a Canadian citizen, at least 18 years old, qualified to vote for members of that board, and be a resident in its area of jurisdiction. Employees of a school board are not eligible for membership on the SEAC of the board that employs them.

Ms. Allen meets the required conditions for this appointment.

FINANCIAL IMPACT: No financial implications.

TIMELINES: SEAC members are appointed by the school board for the same term of office as the elected members of the board. Therefore, Ms. Allen's appointment as a representative will be effective immediately upon Board approval for the balance of the current four-year term which ends November 30, 2010.

APPENDICES:

- Appendix A: Letter from the VIEWS – Support for the Families of Blind and Visually Impaired Children (*personal information excluded*)
- Appendix B: Ontario Regulation 464/97 Special Education Advisory Committees

REPORT REVIEWED BY:

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL	Review Date:	November 3, 2008
<input checked="" type="checkbox"/>	SUPERINTENDENT	Approval Date:	November 4, 2008
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	November 5, 2008



VIEWS

SUPPORT FOR THE FAMILIES OF BLIND
AND VISUALLY IMPAIRED CHILDREN

APPENDIX "A"

October 20, 2008

Ms. Simone Lira
Executive Assistant
Elementary School Council
Windsor-Essex Catholic District School Board
simone_lira@wecdsb.on.ca

Dear Ms. Lira,

VIEWS for the Blind and Visually Impaired is a provincial parent organization providing support for the families of children who are blind or visually impaired. VIEWS is incorporated in the Province of Ontario.

VIEWS wishes to nominate Melanie Allen to represent our organization on the SEAC board.

Thank you for your consideration.

Sincerely,

Maureen Chafe

cc. Melanie Allen
Dawn Clelland
Julie Spry

Education Act

APPENDIX “B”

ONTARIO REGULATION 464/97

SPECIAL EDUCATION ADVISORY COMMITTEES

Consolidation Period: From January 1, 1998 to the e-Laws currency date.

No amendments.

This is the English version of a bilingual regulation.

1. In this Regulation,

“local association” means an association or organization of parents that operates locally within the area of jurisdiction of a board and that is affiliated with an association or organization that is not an association or organization of professional educators but that is incorporated and operates throughout Ontario to further the interests and well-being of one or more groups of exceptional children or adults. O. Reg. 464/97, s. 1.

2. (1) Every district school board shall establish a special education advisory committee that shall consist of,

- (a) subject to subsections (2) and (3), one representative from each of the local associations that operates locally within the area of jurisdiction of the board, as nominated by the local association and appointed by the board;
- (b) one alternate for each representative appointed under clause (a), as nominated by the local association and appointed by the board;
- (c) such number of members from among the board’s own members as is determined under subsection (4), as appointed by the board;
- (d) where the number of members appointed under clause (c) is less than three, one alternate, as appointed by the board from among its own members, for each member appointed under clause (c);
- (e) one or two persons to represent the interests of Indian pupils, as provided by section 4; and
- (f) one or more additional members appointed under subsection (5).

(2) The board shall not appoint more than 12 representatives under clause (1) (a).

(3) Where there are more than 12 local associations within the area of jurisdiction of the board, the board shall select the 12 local associations that shall be represented.

(4) The number to be appointed by the board under clause (1) (c) shall be the lesser of,

- (a) three; and
- (b) 25 per cent of the total number of members of the board, rounded down to the nearest whole number.

(5) For the purposes of clause (1) (f), the board may appoint one or more additional members who are neither representatives of a local association nor members of the board or another committee of the board. O. Reg. 464/97, s. 2.

3. (1) Every school authority, other than a board established under section 68 of the Act, shall establish a special education advisory committee that shall consist of,

- (a) two representatives from the local associations that operate locally within the area of jurisdiction of the board, as nominated by the local associations and appointed by the board;
- (b) one alternate for each representative appointed under clause (a), as nominated by the local associations and appointed by the board;
- (c) one member from among the board’s own members, as appointed by the board;
- (d) one alternate, as appointed by the board from among its own members, for the member appointed under clause (c); and
- (e) one or two persons to represent the interests of Indian pupils, as provided by section 4.

(2) Where no local association or associations have been established, instead of the members and alternates required by clauses (1) (a) and (b), the board shall appoint two members and two alternates who are not members of the board. O. Reg. 464/97, s. 3.

4. (1) Where a board has one member appointed in accordance with a regulation made under section 188 of the Act, the special education advisory committee shall include one person appointed to represent the interests of Indian pupils.

(2) Where a board has more than one member appointed in accordance with a regulation made under section 188 of the Act, the special education advisory committee shall include two persons appointed to represent the interests of Indian pupils.

(3) One alternate shall be appointed for each person appointed in accordance with subsection (1) or (2).

(4) The representatives and alternates shall be nominated by the councils of the bands with which the board has entered into agreements under section 188 of the Act.

(5) The board shall appoint the persons nominated under subsection (4). O. Reg. 464/97, s. 4.

5. (1) A person is not qualified to be nominated or appointed under section 2 or 3 to a special education advisory committee of a board unless the person is qualified to vote for members of that board and is resident in its area of jurisdiction.

(2) Subsection (1) does not apply in respect of persons appointed under section 4.

(3) A person is not qualified to be nominated or appointed under section 2, 3 or 4 if the person is employed by the board. O. Reg. 464/97, s. 5.

6. Subject to section 7, each of the persons appointed to a special education advisory committee of a board shall hold office during the term of office of the members of the board and until a new board is organized. O. Reg. 464/97, s. 6.

7. (1) A member of a special education advisory committee vacates his or her seat if he or she,

(a) is convicted of an indictable offence;

(b) absents himself or herself without being authorized by resolution entered in the minutes from three consecutive regular meetings of the committee; or

(c) ceases to hold the qualifications to be appointed to the committee.

(2) An alternate for a member of a special education advisory committee vacates his or her position if he or she,

(a) is convicted of an indictable offence;

(b) absents himself or herself without being authorized by resolution entered in the minutes from three consecutive regular meetings of the committee in respect of which the alternate received a notice under subsection 9 (9); or

(c) ceases to hold the qualifications to be appointed as an alternate.

(3) Where a seat or position becomes vacant under this section, section 8 applies with respect to filling the vacancy.

(4) Despite subsection (3), where a member of the committee or an alternate for a member of a committee is convicted of an indictable offence, the vacancy or position shall not be filled until the time for taking any appeal that may be taken from the conviction has elapsed, or until the final determination of any appeal so taken, and in the event of the quashing of the conviction the seat or position shall be deemed not to have been vacated. O. Reg. 464/97, s. 7.

8. (1) If a seat or position on a special education advisory committee becomes vacant, the board that appointed the person whose seat or position has become vacant shall appoint a qualified person to fill the vacancy for the remainder of the term of the person whose seat or position has become vacant.

(2) The nomination requirements of sections 2, 3 and 4 apply with respect to appointments under this section.

(3) Where a seat of a member of the committee is vacant and has not yet been filled, the alternate for the member, if there is an alternate, shall act in the member's place for all purposes of this Regulation. O. Reg. 464/97, s. 8.

9. (1) A majority of the members of a special education advisory committee is a quorum, and a vote of a majority of the members present at a meeting is necessary to bind the committee.

(2) Every member present at a meeting, or his or her alternate when attending the meeting in his or her place, is entitled to one vote.

(3) The members of the committee shall, at their first meeting, elect one of their members as chair and one of their members as vice-chair.

(4) The vice-chair shall assist the chair and shall act for the chair at meetings in his or her absence.

(5) The chair or, in the absence of the chair, the vice-chair, shall preside at meetings.

(6) If at any meeting the chair and vice-chair are not present, the members present may elect a chair for that meeting.

(7) The chair may vote with the other members of the committee and any motion on which there is an equality of votes is lost.

(8) The committee shall meet at least 10 times in each school year.

(9) Where a member for whom an alternate has been appointed cannot attend a meeting of the committee, the member shall so notify the alternate.

(10) Where an alternate receives a notice under subsection (9), he or she shall attend the meeting and act at the meeting in the member's place. O. Reg. 464/97, s. 9.

10. (1) The board shall make available to its special education advisory committee the personnel and facilities that the board considers necessary for the proper functioning of the committee, including the personnel and facilities that the board considers necessary to permit the use of electronic means for the holding of meetings of the committee in accordance with the regulations made under section 208.1 of the Act.

(2) Within a reasonable time after a special education advisory committee is appointed, the board shall provide the members of the committee and their alternates with information and orientation respecting,

- (a) the role of the committee and of the board in relation to special education; and
- (b) Ministry and board policies relating to special education. O. Reg. 464/97, s. 10.

11. (1) A special education advisory committee of a board may make recommendations to the board in respect of any matter affecting the establishment, development and delivery of special education programs and services for exceptional pupils of the board.

(2) Before making a decision on a recommendation of the committee, the board shall provide an opportunity for the committee to be heard before the board and before any other committee of the board to which the recommendation is referred. O. Reg. 464/97, s. 11.

12. (1) The board shall ensure that its special education advisory committee is provided with the opportunity to participate in the board's annual review, under Regulation 306 of the Revised Regulations of Ontario, 1990, of its special education plan.

(2) The board shall ensure that its special education advisory committee is provided with the opportunity to participate in the board's annual budget process under section 231 of the Act, as that process relates to special education.

(3) The board shall ensure that its special education advisory committee is provided with the opportunity to review the financial statements of the board, prepared under section 252 of the Act, as those statements relate to special education. O. Reg. 464/97, s. 12.

13. OMITTED (PROVIDES FOR COMING INTO FORCE OF PROVISIONS OF THIS REGULATION). O. Reg. 464/97, s. 13.



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

Meeting Date:
 November 11, 2008

BOARD REPORT

Public **In-Camera**

PRESENTED FOR: Information Approval

PRESENTED BY: Senior Administration

SUBMITTED BY: Joseph Berthiaume, Director of Education
 Cathy Geml, Superintendent of Education

SUBJECT: **SPECIAL EDUCATION ADVISORY COMMITTEE (SEAC)
 Meeting of September 18, 2008**

RECOMMENDATION:

That the Board receive the Minutes of the September 18, 2008 Special Education Advisory Committee meeting as information.

SYNOPSIS: The Special Education Advisory Committee (SEAC) is an advisory committee mandated through the Education Act as a standing committee of each school board. All minutes of the Special Education Advisory Committee are to be received by the Board.

BACKGROUND COMMENTS: The Special Education Advisory Committee reports to the school board and makes recommendations to the board regarding special education programs and services. Regulation 464/97 sets out requirements for school boards with respect to Special Education Advisory Committees and outlines their role, membership, and scope of activities. The regulation requires SEACs to meet at least ten times in each school year.

FINANCIAL IMPACT: n/a

TIMELINES: The next SEAC meeting occurred on Thursday, October 23, 2008 at the Catholic Education Centre. Minutes will be provided following approval by SEAC.

APPENDICES:

- Special Education Advisory Committee Minutes of September 18, 2008

REPORT REVIEWED BY:

<input checked="" type="checkbox"/> EXECUTIVE COUNCIL	Review Date: November 3, 2008
<input checked="" type="checkbox"/> SUPERINTENDENT	Approval Date: November 4, 2008
<input checked="" type="checkbox"/> DIRECTOR OF EDUCATION:	Approval Date: November 5, 2008



Windsor-Essex Catholic District School Board

1325 California Ave., Windsor, ON N9B 3Y6

Phone: (519) 253-2481

Fax: (519) 253-0620

SPECIAL EDUCATION ADVISORY COMMITTEE MEETING

Thursday, September 18, 2008 – 6:00 P.M.

Windsor Essex Catholic Education Centre

1325 California Avenue, Windsor

Blessed Marie Rose Durocher Room

MINUTES

Present:	Lisa Soulliere	Trustee Member (Chair)
	Bev Clarke	Learning Disabilities Association (Vice-Chair)
	Mary DiMenna	Trustee Member
	Cathy Geml	Superintendent, Learning Support Services
	Rita Raniwsky	Principals' Association (ex-officio)
	Cas Graham-Stuart	Autism Ontario Windsor-Essex
	Tom Aymar	Maryvale
	Sonia Sovran	Learning Disabilities Association

1. Call to order – Lisa Soulliere, Chair

2. Opening Prayer

3. Welcome/Introductions

4. Recording of Attendance
Regrets from AnneMarie Drkulec

5. Approval of Agenda
Motion by Mary DiMenna and seconded by Bev Clarke that the Agenda be approved as printed and circulated. Carried

6. Agenda Questions from Observers – None

7. Disclosure of Pecuniary Interest – None

8. Approval of Minutes – June 12, 2008

Motion by Cas Graham-Stuart and seconded by Mary DiMenna that the Minutes be approved. Carried

9. Business Arising – None

10. Information Items – None

11. Report from Chair – Not at this time

Report from Trustees

- As there have only been two Board Meetings this school year, it was agreed by both Trustees that there was nothing relevant to report to the committee at this time.

13. Report from Superintendent

- The EQAO Scores were released this week in a Media Release September 17. Cathy Geml reported that the interventions, in-service and professional development activities detailing high yield strategies paid off well in 2007-2008 by increasing student learning. With the grade 3 group, we went up in most areas and in Special Education. Grade 3 math needs some work, as the focus last year was on writing.
- With the grade 6 group we should see significant changes as a result of PALS. We are closing the gap for children with learning disabilities and tracking the results. We will scan a copy of EQAO data for the committee and send it out with the next set of Minutes and Agenda.
- A Draft Policy on SEA Equipment will be going to Executive Council then to the Website for public consultation. Input is welcome from the committee. At the request of Trustee Soulliere, SEAC will receive a copy of the Policy when we get the go-ahead.
- At the end of September, Educational allocations will be reviewed.
- Negotiations with CUPE begin September 29. Subsequent dates include October 7 and 8, 2008.
- Cathy Geml advised the Committee of the death of a ten-year-old on August 26, 2008. Hannah was a student with special needs at St. William School.
- Cathy advised the Committee of two applications and proposals being worked on regarding new initiatives concerning Autism and Student Support. The initiative is just off the ground and Cathy will bring further information to SEAC as it becomes available.
- Cathy reported that the Evening with Henry Winkler presented by the Learning Disabilities Association of Ontario was very well received and has heard great reports from many others who attended.
- Superintendent Geml reported on the STAR Tutoring project that took place this summer, which was a joint venture between the WECDSB and the LDAO. The response was overwhelmingly positive.
- Cathy updated the SEAC Committee on the Special Olympics. She has attended a number of meetings with the Committee and mentioned that they are working on a plan for school involvement and the *Adopt an Athlete* campaign. February 19, 2009 is the Gala at Caesars Windsor to support the Special Olympics. The tickets are \$50 per person. More information will follow as it becomes available and she will share information on the Torch Run and how to become a volunteer for the events.
- Cathy has been meeting with the parents of students with special needs for the Fall Muskoka Woods Experience. Each year, more and more students with special needs are joining the group for the excursion. It is a wonderful experience for the children as well as respite for the parents.

14. New Business

- Mary DiMenna advised SEAC of an upcoming Fashion show in Leamington on November 7, 2008 at the Roma Club from which all proceeds are to be donated to Autism. The cost of the tickets is \$35 for adults and \$20 for children under the age of 10. More information is to follow, and will be sent out electronically

when it becomes available.

15. Association Reports

- Bev Clark reported on the STAR Tutoring Initiative, a joint venture between the WECDSB and the LDAO with OFIP funding, which was reported on in the LDAO Newsletter. Bev was very pleased with the organization and work done by Sharon O'Hagan-Wong, our Assistant Superintendent. Bev reported that the organizers were all very pleased with the skill level of those who applied as lead facilitators, tutors and adaptive technology facilitators. Many individuals hired had disabilities themselves. They were able to share their experiences with the children. The results were great over such a short period of time. All but one student increased in reading proficiency. Most kids were thrilled to be with their peers. There were more sophisticated needs, but no duplication. The whole experience was very encouraging and positive. Many of the students showed up for an Evening With Henry Winkler. He was amazing with everyone, especially the children. Bev gave a report on the Henry Winkler production and there was discussion among the SEAC group. It was a huge success, with many of the community partners attending.
- Tom Aymar, whose son attends Maryvale, would like to ask the organization for information to share with the SEAC Committee. It was suggested he attend Maryvale meetings. He could then speak to a different community involvement project or program each month if it was relevant. It was suggested that he ask Maryvale what they expect of his position on SEAC.

16. Closing Prayer
Our Father

17. Adjournment
The meeting adjourned at 6:55 p.m.

Date of the next meeting is Thursday, October 23, 2008 in the Board Room (as we have students who will be in the audience that night)

/sl