



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

REGULAR BOARD MEETING
Tuesday, May 25, 2010 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 - <u>Pursuant to the Municipal Conflict of Interest Act.</u> | |
| 7. | Presentations: | |
| | a. St. Angela Catholic Elementary School Spiritual Presentation “Everything” (C. Geml) | -- |
| | b. Ontario Association of Mathematics Educators (OAME) Conference (L. Staudt) | -- |
| | c. Principal’s Report on Student Achievement - Queen of Peace Catholic Elementary School (C. Geml/N. Sarkis) | -- |
| | d. St. Anne Catholic Secondary School ECO School “Green Thinking” (C. Geml) | -- |
| 8. | Delegations: None | |
| | a. Delegation Regarding Items <u>Not</u> on the Agenda | |
| | <i>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.</i> | |
| | b. Delegations Regarding Items <u>On</u> the Agenda | |
| | <i>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.</i> | |

- 9. Action Items:
 - a. Approval of Minutes
 - i) Minutes of In-Camera Meeting, May 11, 2010 --
 - ii) Minutes of Special In-Camera Board Meeting, May 20, 2010 --
 - iii) Minutes of Regular Board Meeting, May 11, 2010 1-5
 - iv) Minutes of Special Regular Board Meeting May 20, 2010 *Handout*
 - b. Items from the In-Camera Meeting of May 25, 2010 --

- 10. Communications:
 - a. External (Associations, OCSTA, Ministry): None
 - b. Internal (Reports from Administration):
 - i) Report: Administrative Staff Report (P. Picard) 6-7
 - ii) Report: Legal Services - March and April 2010 (M. Iatonna) 8-9

- 11. Unfinished Business:
 - a. Deferred Report: Draft Policy B:08 Facility Partnerships (*deferred from May 11, 2010*) -

- 12. New Business:
 - a. Field Trips:
 - i) Report: St. Maria Goretti Catholic Elementary School - Field Trip to Cedar Point, Sandusky, Ohio, June 17, 2010 (C. Geml) 10-12
 - ii) Report: St. Pius X Catholic Elementary School - Field Trip to Bluewater Fun Park in Sarnia, June 16, 2010 (C. Geml) 13-15
 - iii) Report: St. Gregory Catholic Elementary School - Field Trip to East Park Golf Gardens, London, June 16, 2010 (C. Geml) 16-18
 - iv) Report: Holy Names Catholic Secondary School - Field Trip to Windsor Campground, June 11, 2010 (C. Geml) 19-20
 - b. Report: Board Policy Review (*approval in principle*) Draft Policy ST:25 Voluntary Aboriginal Self-Identification (L. Staudt) 21-27
 - c. Report: Board Policy Review (*approval in principle*) Amended Policy H:08 Workplace Harassment and Amended Policy H:19 Violence Prevention in the Workplace (P. Picard) 28-38
 - d. Report: Catholic Central - Steam Conversion - Tender Approval (M. Iatonna) 39-40

- 13. Committee Reports:
 - a. Report: French Immersion Advisory (FIAC) Committee Minutes of November 23, 2009 (C. Geml) 41-44
 - b. Report: Audit Committee Report - Notes from the Meeting of May 5, 2010 (M. Iatonna) 45-47

- 14. Notice of Motion

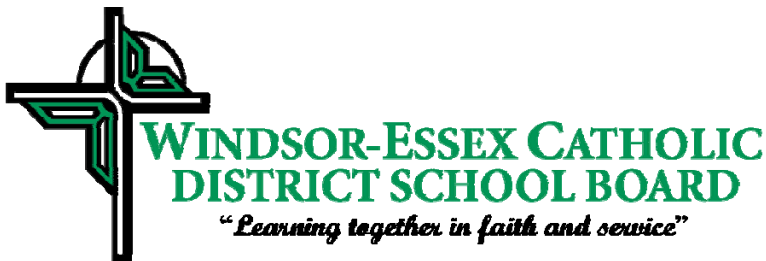
- 15. Remarks and Announcements:
 - a. Chairperson
 - b. Director of Education
 - c. Board Chaplain

16. Remarks/Questions by Trustees

17. Pending Items
 - a. Draft Board Policy H:07 Selection Process - Principals and Vice Principals (*deferred March 10, 2009*) - -
 - b. Deferred Report: Play Surface Material Standard – Rubber (*deferred from April 28, 2009*) - -
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 with the In-Camera Session beginning at 6:00 p.m. and the Public Session beginning at 7:00 p.m.*
 - Tuesday, June 8, 2010
 - **Monday**, June 21, 2010
20. Closing Prayer
21. Adjournment

Fred Alexander
Board Chairperson

Joseph Berthiaume
Director of Education & Secretary-Treasurer



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

REGULAR BOARD MEETING
Tuesday, May 11, 2010 at 7:00 p.m.
Windsor Essex Catholic Education Centre
John Paul II Boardroom

MINUTES

PRESENT

Trustees:

F. Alexander, Chair	P. Keane
J. Courtney	J. Macri
M. DiMenna, Vice-Chair	S. Porcellini
B. Holland	L. Soulliere
C. Janisse	
N. Timperio, Student Trustee	
J. Wolinski, Student Trustee	
Rev. L. Brunet, Board Chaplain	

Regrets:

Administration:

J. Berthiaume (Resource)	J. Bumbacco
C. Geml	E. Byrne
M. Iatonna	P. Littlejohns
P. Picard	P. Murray
L. Staudt	S. O'Hagan-Wong
J. Braido	J. Shea

Recorder: B. Marshall

1. Call To Order - Chair Alexander called the meeting to order at 7:14 p.m.
2. Opening Prayer - Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance - All trustees present.
4. Approval of Agenda

Addition: Agenda item 7c Presentation: St. Joseph Catholic Secondary School newly launched book "Voices of our Veterans"

Moved by Trustee DiMenna and seconded by Trustee Soulliere that the May 11, 2010 Regular Board meeting agenda be approved as amended. Carried

5. Questions Pertaining to Agenda: None
6. Disclosure of Interest - Pursuant to the Municipal Conflict of Interest Act: None

7. Presentations:

- a. Presentation: St. Joseph Catholic Elementary School Choir

Students from the St. Joseph Catholic Elementary School choir and music teacher, Paul Van Heugten, performed their Kiwanis Music Festival award winning songs to trustees.

- b. Principal's Report on Student Achievement - St. Anne Catholic Secondary School

Principal Jim Minello and Vice Principals Brendan Roberts and Marisa Lipari were present to provide an overview of the strategies and initiatives in place at St. Anne Catholic Secondary School to support faith development and student achievement.

- c. Presentation: St. Joseph Catholic Secondary School newly launched book "Voices of our Veterans."

Chair Alexander presented Director Berthiaume the St. Joseph Catholic Secondary School book "Voices of our Veterans." Through provincial and federal grants, the St. Joseph students interviewed Veterans from the Windsor-Essex County area who represented the five theatres of war in all divisions of the Canadian Military. The students also painted their portraits and created DVD's highlighting their stories.

8. Delegations:

- a. Delegation Regarding Items Not on the Agenda: None

- b. Delegations Regarding Items On the Agenda: None

9. Action Items:

- a. Approval of Minutes

- i) Minutes of In-Camera Meeting, April 27, 2010

Moved by Trustee Holland and seconded by Trustee Soulliere that the minutes of the Committee of the Whole Board In-Camera meeting of April 27, 2010 be adopted as distributed. Carried

- ii) Minutes of Regular Board Meeting, April 27, 2010

Moved by Trustee Keane and seconded by Trustee DiMenna that the minutes of the Regular Board meeting of April 27, 2010 be adopted as distributed. Carried

- b. Items from the In-Camera Meeting of May 11, 2010

Vice Chair DiMenna reported that the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board meeting on May 11, 2010 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.

Moved by Trustee DiMenna and seconded by Trustee Soulliere that the recommendations and directions of the Committee of the Whole Board at its in-camera meeting of May 11, 2010 be approved. Carried

Vice Chair DiMenna made the following announcements:

from the May 11, 2010 Committee of the Whole Board in-camera meeting

- receipt of the Administrative Staff Report on hiring, leave of absence, return from leave of absence, retirement and resignation of staff, dated May 11, 2010.

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 May 11, 2010 as information. Carried

11. Unfinished Business: None.

12. New Business:

- a. Field Trips:
 - i) Report: F. J. Brennan Secondary School - Field Trip to Canada's Wonderland, May 28, 2010

Moved by Trustee Porcellini and seconded by Trustee Janisse that the Board approve the F. J. Brennan High School Field trip to Canada's Wonderland scheduled for Friday, May 28, 2010. Carried

- ii) Report: St. Gregory Catholic Elementary School - Field Trip to Niagara Falls, May 26, 2010

Moved by Trustee Porcellini and seconded by Trustee Janisse that the Board approve the St. Gregory Catholic Elementary School field trip to Niagara Falls May 26, 2010. Carried

- iii) Report: St. John the Baptist, St. Bernard (W), St. Jules and L.A. Desmarais - Field Trip to Canada's Wonderland Music Festivals, Toronto

Moved by Trustee Porcellini and seconded by Trustee Janisse that the Board approve the field trips to Canada's Wonderland to participate in the Canada's Wonderland Music Festivals as follows:

May 31 – St. John the Baptist

June 14 – St. Bernard (W), St. Jules, L.A. Desmarais. Carried

- b. Report: Board Policy Review (*approval in principle*) Draft Policy B:08 Facility Partnerships Policy

Trustee Porcellini raised a number of concerns with the policy and questioned the timeline. The report was deferred.

Moved by Trustee Holland and seconded by Trustee DiMenna that the Board defer the policy Draft New Board Policy B:08 Facility Partnerships. Carried

- c. Report: The Appointment of Mary-Anne Mouawad from the Learning Disabilities Association of Windsor-Essex County to the Special Education Advisory Committee (SEAC)

Moved by Trustee DiMenna and seconded by Trustee Soulliere that the Board approve the appointment of Mary-Anne Mouawad from the Learning Disabilities Association of Windsor-Essex County to the Special Education Advisory Committee (SEAC) for the balance of the four-year term, December 1, 2006 to November 30, 2010. Carried

13. Committee Reports: None

14. Notice of Motion: None

15. Remarks and Announcements:

- a. Chairperson Alexander commented on the Catholic Central arts display “Working on Foreign Land” held May 7th at the ArtSpeak Gallery and congratulated the students and teachers Elaine Carr, Natalie Uros, and Chuck Reynolds. He mentioned Director Berthiaume volunteering at McDonalds to benefit Transition to Betterness and Ronald McDonald house of Southwestern Ontario.
- b. Director of Education Berthiaume provided comment on recent activities supporting the Board’s strategic priorities namely;
Faith Development: Culmination of Catholic Education Week “Rejoicing in Hope.” Many worthwhile events occurred during this week at both the schools and parishes. Director Berthiaume thanked the staff for their efforts.
Community Engagement and Partnerships: Brought greetings to Children’s Mental Health Forum and volunteered at McDonalds benefitting Transition to Betterness and Ronald McDonald House.
Celebrating Achievements: Attended the May 10th Annual Dr. Clare R. MacLeod Secondary Volunteer Awards Luncheon, every one of our schools were represented and attended Catholic Central’s art display “Working on Foreign Land”.
- c. Board Chaplain commented on what a privilege it was to attend celebrations at St. Thomas of Villanova, Cardinal Carter and St. Joseph Catholic Secondary Schools during Education Week.

16. Remarks/Questions by Trustees

Trustee Holland thanked administration for bringing the St. Joseph Catholic Elementary choir to tonight’s meeting and has been receiving positive responses about Muskoka.

Trustee Soulliere mentioned a teacher from St. John the Evangelist school spoke about the Catholic education system at Saturday night mass during Education Week. She also attended the Children’s Mental Health Forum and the Leadercast “Be the One” conference at St. Clair of the Arts.

Trustee Keane attended the mass celebrated at Assumption church for St. James and St. Francis Catholic Elementary schools during Education Week and thanked the principals from both schools for their efforts.

Trustee DiMenna enjoyed tonight's performance of the St. Joseph Catholic Elementary choir and encourages other teachers to do the same.

Trustee Porcellini mentioned Catholic Central teachers and students were pleased to see Chair Alexander at the ArtSpeak Gallery displaying "Working on Foreign Land". She also mentioned it is Nurses week.

Trustee Macri also enjoyed the St. Joseph Catholic Elementary School performance and the St. Anne Catholic Secondary presentation.

Trustee Courtney thanked St. Joseph's music teacher for the tonight's performance and fellow trustees for their positive comments.

Student Trustee Wolinski commented on the presentations of two social justice speakers and congratulated future student trustee L. Limarzi for winning the Hugh O'Brien award.

Student Trustee Timperio inquired whether the board will receive the Focus on Youth grant again and how beneficial the grant is to both elementary and secondary students.

17. Pending Items
 - a. Draft Board Policy H:07 Selection Process - Principals and Vice Principals (*deferred March 10, 2009*)
 - b. Deferred Report: Play Surface Material Standard – Rubber (*deferred from April 28, 2009*)
18. Continuation of In-Camera, if required. - 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 with the In-Camera Session beginning at 6:00 p.m. and the Public Session beginning at 7:00 p.m.*
 - Tuesday, May 25, 2010
 - Tuesday, June 8, 2010
 - **Monday**, June 21, 2010
20. Closing Prayer – Fr. Brunet closed the meeting with a prayer.
21. Adjournment - There being no further business, the Regular Board meeting of May 11, 2010 adjourned at 8:38 p.m.

Not Approved

Fred Alexander
Board Chairperson

Joseph Berthiaume
Director of Education & Secretary-Treasurer



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

SPECIAL REGULAR BOARD MEETING
Thursday, May 20, 2010 at 8:00 p.m.
Windsor Essex Catholic Education Centre
John Paul II Boardroom

MINUTES

PRESENT

Trustees: F. Alexander, Chair C. Janisse
 J. Courtney P. Keane
 M. DiMenna, Vice-Chair J. Macri
 B. Holland L. Soulliere

Regrets: Trustee Porcellini

Administration: J. Berthiaume (Resource)

Recorder: B. Marshall

1. Call To Order - Chair Alexander called the meeting to order at 8:16 p.m.
2. Opening Prayer - Chair Alexander opened the meeting with a prayer.
3. Recording of Attendance - Trustee Porcellini sent her regrets due to prior commitment.
4. Approval of Agenda

Deletion: Agenda item 7a Action Items, Items for the Special In-Camera Meeting, May 20, 2010

Moved by Trustee DiMenna and seconded by Trustee Soulliere that the May 20, 2010 Special 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 Holland disclosed interest in relation to agenda item 8b Tender Approval - St. James Catholic Elementary School - Addition due to an applicant is a client and did not participate in the discussion or vote on any question raised on that item.

- 7. Action Items: *This item was deleted from the agenda and will be reported to the public at the May 25, 2010 Regular Board Meeting.*
 - a. Items for the Special In-Camera Meeting, May 20, 2010

8. New Business:

a. Field Trips:

- i) Report: Catholic Central Secondary School - Field Trip to Cedar Point, Sandusky, Ohio, May 24, 2010

Moved by Trustee Janisse and seconded by Trustee DiMenna that the board approve the Catholic Central Secondary School field trip to Cedar Point, Sandusky, Ohio on May 24, 2010. Carried

- ii) Report: St. Anne Catholic Secondary School - Field Trip to Point Pelee National Park, May 25 and May 26, 2010

Moved by Trustee Janisse and seconded by Trustee DiMenna that the board approved the St. Anne Catholic Secondary School field trip to Point Pelee National Park on May 25 and May 26, 2010. Carried

b. Report: Tender Approval - St. James Catholic Elementary School - Addition

Moved by Trustee Keane and seconded by Trustee Janisse that the Board approve the award of tender and the issuance of a purchase order contract for the addition at St. James Catholic Elementary School to Vince Ferro Construction Ltd. at the submitted bid amount of \$740,455.80 plus \$4,410.00 (Separate Price #1), including GST to be funded from 2010-11 Ministry of Education capital project funding. Carried

9. Remarks/Questions by Trustees

Trustee DiMenna commented on the courtesy ride transportation issue and would like administration to address this issue.

Trustee Courtney requested administration to inform principals of the municipal election protocol specifically campaigning practices.

10. Continuation of In-Camera, if required: Not required

11. Closing Prayer – Lord’s Prayer.

12. Adjournment - There being no further business, the Special Regular Board meeting of May 20, 2010 adjourned at 8:33 p.m.

Not Approved
Fred Alexander
Board Chairperson

Joseph Berthiaume
Director of Education & Secretary-Treasurer



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

Meeting Date:
 May 25, 2010

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
 C. Norris, Manager of Human Resources & Policy Development

SUBJECT: ADMINISTRATIVE STAFF REPORT

RECOMMENDATION:

That the Board receive the *Administrative Staff Report* on hiring, retirement and resignation of staff dated May 25, 2010 for information.

SYNOPSIS:

BACKGROUND COMMENTS:

FINANCIAL IMPACT:

TIMELINES:

APPENDICES:

- Administrative Staff Report dated May 25, 2010

REPORT REVIEWED BY:

<input checked="" type="checkbox"/> EXECUTIVE COUNCIL	Review Date:	May 2010
<input checked="" type="checkbox"/> SUPERINTENDENT	Approval Date:	May 2010
<input checked="" type="checkbox"/> DIRECTOR OF EDUCATION:	Approval Date:	May 2010

May 25, 2010

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

	Employee Name	Position	Date	
HIRING:	Neufeld, Melissa	Route Planner	Civic Centre	June 21, 2010
	Sakiadis, Stavros	Secondary Teacher	St. Joseph	May 4, 2010
RETIREMENT:	Azar, Mary	Elementary Teacher	St. Francis	June 30, 2010
	Chauvin, Roger	Elementary Teacher	St. John the Baptist	June 30, 2010
	Devlin, Mary Ellen	Elementary Teacher	St. Jules	June 30, 2010
	Lacombe, Lynda	Elementary Teacher	St. Gregory	June 30, 2010
	Lazar, Richard	Elementary Teacher	St. Pius X	June 30, 2010
	Mackenzie, Constance	Secondary Teacher	Unassigned	August 31, 2010
	Murphy, Janice	Elementary Teacher	St. Francis	June 30, 2010
	Pleavin, Diane	Consultants' Secretary	Catholic Education Centre	July 31, 2010
	Saad, Nasr	Secondary Teacher	Cardinal Carter	June 30, 2010
	Snow, Donn	Secondary Teacher	St. Anne	June 30, 2010
	Wales, Patricia	Elementary Teacher	St. Gabriel	June 30, 2010
RESIGNATION:				



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

Meeting Date:
 May 25, 2010

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 – MARCH and APRIL 2010**

RECOMMENDATION:

That the Board receive the report Legal Services – March and April 2010 as information.

SYNOPSIS:

By the terms of the agreement with the Board, the Board’s solicitor, Shibley Righton LLP, is required to report fees and services on a regular basis.

BACKGROUND COMMENTS:

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 IMPACT:

For the months of March and April 2010 legal fees submitted are as follows:

*Real Estate and Property Matters	\$0.00
*Labour (incl. Grievances, Contract Administration and Arbitration)	\$ 5,675.00
*Litigation (inc. OLRB Hearings, Spec Ed., Human Rights and Safe School Issues)	\$4,794.50
*Contract Negotiations	\$0.00
*Other Misc. (On-going Legal Advice and Consultation)	\$41,367.50

TOTAL **\$51,837.00**

The above fees do not include disbursements and GST.

TIMELINES:

N/A

APPENDICES:

None

REPORT REVIEWED BY:

- EXECUTIVE COUNCIL
- SUPERINTENDENT
- DIRECTOR OF EDUCATION:

Review Date: May 10, 2010

Approval Date: May 10, 2010

Approval Date: May 10, 2010



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

Meeting Date:
May 25, 2010

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
JoAnne Shea, Assistant Superintendent of Education

SUBJECT: **ST. MARIA GORETTI CATHOLIC ELEMENTARY SCHOOL
FIELD TRIP TO CEDAR POINT IN SANDUSKY, OHIO**

RECOMMENDATION:

That the Board approve the St. Maria Goretti Catholic Elementary School Field trip to Cedar Point in Sandusky, Ohio scheduled for Thursday, June 17, 2010.

SYNOPSIS: In accordance with Board Policy SC:04 Field Trips, this report seeks board approval for approximately 41 elementary students to attend a day-trip to Sandusky, Ohio.

BACKGROUND COMMENTS: This trip is a culminating curriculum activity in the Grade 8 Curriculum.

FINANCIAL IMPACT: Cost per student is approximately \$35.00.

TIMELINES: Thursday, June 17, 2010

APPENDICES:

- Request for approval of Field Trip – Form A
- Itinerary

REPORT REVIEWED BY:

<input checked="" type="checkbox"/> EXECUTIVE COUNCIL	Review Date: May 17, 2010
<input checked="" type="checkbox"/> SUPERINTENDENT	Approval Date: May 17, 2010
<input checked="" type="checkbox"/> DIRECTOR OF EDUCATION:	Approval Date: May 17, 2010



Windsor-Essex Catholic District School Board Field Trip Approval Form

May 13, 2010 9:59:11 AM

SC:04 Form A 2008 v.1

Subject: Field Trip/Excursion Approval Form

From: Celeste DiPonio

To: Beth Marshall
JoAnne Shea

JoAnne Shea
Brenda Stanley-Dauphin
Heidi Sersen

Teacher: Dan McMahon, Alan Saad

School: St. Maria Goretti

Destination Name: Cedar Point

Name of Carrier: First Student

Mode of Transportation: Bus

Travel Company Involved: First Student

Departure Date: Jun 17, 2010



Return Date: Jun 17, 2010



Time of Departure from School: 8:00 a.m.

Approximate Time of Return to School: 8:00 p.m.

Number of Male Students: 20

Number of Female Students: 21

Total Cost Per Student: \$35

Personal Cost Per Student: \$35

Grade of Students: 8

Number of Supervisors: Male: 2 Female: 3

Purpose of Trip/Excursion: End of the Year Trip

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

Healthy Active Living and Leadership.

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

Participation in Leadership programs throughout the school during the academic school year.

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

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

Date Submitted: May 12, 2010



Teacher: Dan McMahon, Alan Saad

Approval Date: May 12, 2010



Principal: Brenda Stanley-Dauphin

Approval Date: May 13, 2010



Superintendent: JoAnne Shea

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.

St. Maria Goretti
Rationale and Itinerary
Cedar Point, June 11, 2010

The Grade 8 students of St. Maria Goretti participated in the Muskoka Leadership Experience in October. When we returned, they were asked to demonstrate the skills they learned at the school on a regular basis. This group of students took on a variety of tasks and performed beyond the expectations we set for them. Some of the leadership roles included active participation in Windsor's Remembrance Day Celebration, assistance with the PALS program at the school, and leadership roles in weekly DPA activities. As well, the Grade 8's were involved in a number of fund raising activities for Graduation and these activities have been very successful. At our last committee meeting with the Grade 8 parents, they suggested that we use some of the money for a trip to Cedar Point. We believe that this group of students has earned this privilege through their efforts. The trip offers these students an opportunity to enjoy the rewards of a successful school year.

The trip is tentatively scheduled for June 17, 2010. We will leave the school at 8:00 am and return to school at 8:00 pm (approx.). The cost to the students will be \$35.00. During the day, there will be regular check in with the various adult supervisors. Students are to remain in groups of no less than 4 at all times. Lunch and dinner will be scheduled and all students will be required to eat together as a class.



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

Meeting Date:
 May 25, 2010

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
 Sharon O’Hagan-Wong, Assistant Superintendent of Education

SUBJECT: ST. PIUS X CATHOLIC ELEMENTARY SCHOOL FIELD TRIP TO BLUEWATER FUN PARK IN SARNIA, ONTARIO

RECOMMENDATION:

That the Board approve the St. Pius X Catholic Elementary school field trip to Bluewater Fun Park in Sarnia, Ontario on June 16th, 2010

SYNOPSIS: In accordance with Board Policy SC:04 Field Trips, this report seeks Board approval for 144 grade 5 and 6 students to attend Bluewater Fun Park in Sarnia, Ontario to educate students on the importance of sun and water safety. This is an end of the year field trip request and is in compliance with the Field Trip policy.

BACKGROUND COMMENTS: The excursion will provide students with a day of fun activities, including the use of 2 water slides, a large splash pad, mini-golf and volleyball. There is a large picnic area for students who bring their lunches or purchase lunches at the cafeteria. The Grade 5 and 6 students will travel to Bluewater Fun Park on Wednesday, June 16, 2010.

The following are some restrictions for Bluewater Fun Park, which pertain to this trip:

1. Bathing suits are required – no cut offs or denim
2. Water shoes are allowed on slide but no crocs
3. No lifejackets allowed on the slides
4. No food or drink allowing in the water area
5. No double riding on the slides

FINANCIAL IMPACT: \$24.00 per student

TIMELINES: Wednesday, June 16, 2010

APPENDICES:

- Request for Approval Field Trip – SC:04 Form A

REPORT REVIEWED BY:

EXECUTIVE COUNCIL

SUPERINTENDENT

DIRECTOR OF EDUCATION:

Review Date: May 17, 2010

Approval Date: May 17, 2010

Approval Date: May 17, 2010



Windsor-Essex Catholic District School Board Field Trip Approval Form

Monday, May 03, 2010 11:54:08 AM

SC:04 Form A 2008 v.1

▼ Subject: Field Trip/Excursion Approval Form

From: Sharon O'Hagan-Wong

To: **Terri Maitre**

David Lozinsky
 John Nadon

Teacher: Mr. Nadon

School: St. Pius X School

Destination Name: BLUEWATER FUN PARK, SAR... Name of Carrier: Stevenson

Mode of Transportation: Bus Travel Company Involved:

Departure Date: Wed, Jun 16, 2010 Return Date: Wed, Jun 16, 2010

Time of Departure from School: 7:45 a.m. Approximate Time of Return to School: 5:30 p.m.

Number of Male Students: 73 Number of Female Students: 71

Total Cost Per Student: \$24.00 Personal Cost Per Student: \$24.00

Grade of Students: Grade 5/6 Number of Supervisors: Male: 5 Female: 5

Purpose of Trip/Excursion: Physical Education Activities

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

Swimming offers a good source of aerobic exercise without placing added stress or impact on growing bones and joints. In addition, it also helps kids socialize with children their age (Family Life)

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

Carefully plan safe instructional practices; Remind students to bring hats, sunscreen, sunglasses, well-fit swimsuit, water bottle, bag lunch, dry clothes; develop consistent expectations and routines

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

Encourage students to participate in healthy active living activities (Phys. Ed.); Implement Canada's Food Guide requirements to promote the benefits of exercise and nutrition (Science)

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

Date Submitted: Wed, Apr 21, 2010

Teacher: Mr. J. Nadon

Approval Date: Wed, Apr 21, 2010

Principal: Mr. D. Lozinsky

Approval Date:

Superintendent:

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.



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

Meeting Date:
 May 25, 2010

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
 Sharon O’Hagan-Wong, Assistant Superintendent of Education

SUBJECT: **ST. GREGORY CATHOLIC ELEMENTARY SCHOOL FIELD TRIP TO EAST PARK GOLF GARDENS, LONDON, ONTARIO**

RECOMMENDATION:

That the Board approve the St. Gregory Catholic Elementary School field trip to East Park Golf Gardens, London, Ontario on Wednesday, June 16, 2010.

SYNOPSIS: The students will be engaged in team-building games and activities, and will use this experience to plan and organize games for the school-wide Fun Day.

BACKGROUND COMMENTS: In accordance with Board Policy SC:04 Field Trips, this report seeks Board approval for 45 grade 7 students to attend East Park Golf Gardens.

FINANCIAL IMPACT: \$30.00

TIMELINES: Wednesday, June 16, 2010

APPENDICES:

- Request for Approval field Trip – SC:04 Form A
- Itinerary

REPORT REVIEWED BY:

<input checked="" type="checkbox"/> EXECUTIVE COUNCIL	Review Date: May 17, 2010
<input checked="" type="checkbox"/> SUPERINTENDENT	Approval Date: May 17, 2010
<input checked="" type="checkbox"/> DIRECTOR OF EDUCATION:	Approval Date: May 17, 2010



Windsor-Essex Catholic District School Board Field Trip Approval Form

SC:04 Form A 2008 v.1

Send

Subject: Field Trip/Excursion Approval Form
To: Ardra Kepran

From: Terri Maitre
Sharon O'Hagan-Wong
Ardra Kepran
Brian Trenholm

Teacher:	Brian Trenholm	School:	St. Gregory
Destination Name:	East Park Golf Gardens	Name of Carrier:	Stevenson
Mode of Transportation:	Bus	Travel Company Involved:	
Departure Date:	Wed, Jun 16, 2010	Return Date:	Wed, Jun 16, 2010
Time of Departure from School:	7:30am	Approximate Time of Return to School:	5:00pm
Number of Male Students:	23	Number of Female Students:	22
Total Cost Per Student:	30.00	Personal Cost Per Student:	
Grade of Students:	7	Number of Supervisors: Male:	2
		Female:	1
Purpose of Trip/Excursion:	Physical Activity/ Year end trip		

Relationship to Students' Program/Course: *Maximum 200 characters.*
 Year end trip/ Physical Activity

Pre-Trip/Excursion Preparation(s) by Students: *Maximum 200 characters.*
 None

Follow-up Activities Planned: *Maximum 200 characters.*
 None

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

Date Submitted:	Thu, Apr 29, 2010	Teacher:	Brian Trenholm
Approval Date:	Wed, May 05, 2010	Principal:	Ardra Kepran
Approval Date:	Wed, May 05, 2010	Superintendent:	Sharon O'Hagan-Wong
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.

ST. GREGORY SCHOOL

Grade 7 Field Trip: East Park Golf Gardens

June 16, 2010

On June 16, both grade seven classes are proposing to travel to London to East Park Golf Gardens (formerly WalleyWorld Water Park). The students will be engaged in group recreational activities, supervised water activities, team-building games and activities throughout the day. They will eat lunch together as a group and our students with special needs will be accompanied by their educational assistant and will be buddied up with other peers. Follow up opportunities at school will include the grade seven students planning and organizing games for the school-wide Fun Day, held later in June.

Please contact the undersigned if further information on the trip is required.

Ardra Kepran
Principal
St. Gregory School



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

Meeting Date:
 May 25, 2010

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
 JoAnne Shea, Assistant Superintendent of Education

SUBJECT: **HOLY NAMES CATHOLIC SECONDARY SCHOOL FIELD TRIP TO WINDSOR CAMPGROUND**

RECOMMENDATION:

That the Board approve the Holy Names High School School Field trip to the Windsor Campground scheduled for Friday, June 11, 2010

SYNOPSIS: In accordance with Board Policy SC:04 Field Trips, this report seeks board approval for approximately 30 secondary students (Grades 9 – 12) to attend an overnight student council team building and leadership skills retreat.

BACKGROUND COMMENTS: This excursion allows for team building and will provide an opportunity for students to come up with recommendations for future student council events.

FINANCIAL IMPACT: Cost per student is approximately \$25.00.

TIMELINES: Friday, June 11, 2010 to Saturday, June 12, 2010

APPENDICES:

- Request for approval of Field Trip – Form A

REPORT REVIEWED BY:

<input checked="" type="checkbox"/> EXECUTIVE COUNCIL	Review Date: May 17, 2010
<input checked="" type="checkbox"/> SUPERINTENDENT	Approval Date: May 17, 2010
<input checked="" type="checkbox"/> DIRECTOR OF EDUCATION:	Approval Date: May 17, 2010

5/13/2010 9:09 AM Celeste DiPonio

Thursday, May 13, 2010 10:25:36 AM

Title: Field Trip/Excursion Approval Form : Windsor-Essex CDSB

Page 1 of 2



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

To: Beth Marshall
Emelda Byrne

Kevin Hamlin
Kristine Simard

Teacher: MRS. SIMARD

School: HOLY NAMES HIGH SCHOOL

Destination Name: WINDSOR CAMPGROUND

Name of Carrier:

Mode of Transportation:

Travel Company Involved:

Departure Date: Fri, Jun 11, 2010



Return Date: Sat, Jun 12, 2010



Time of Departure from School: 12:00

Approximate Time of Return to School: 11:00 am

Number of Male Students: 10

Number of Female Students: 20

Total Cost Per Student: \$25

Personal Cost Per Student:

Grade of Students: 9- 12

Number of Supervisors: Male: 1 Female: 2

Purpose of Trip/Excursion: STUDENT COUNCIL RETREAT/ TEAM BUILDING

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

STUDENT COUNCIL TEAM BUILDING, SCHOOL EVENT PLANNING, SCHOOL INVOLVEMENT, LEADERSHIP SKILLS, COMMUNICATION SKILLS, COMING TOGETHER IN FAITH

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

PRAYER SERVICE, TEAM BUILDING ACTIVITIES, ORGANIZATION OF EVENT

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

STUDENTS WILL COME UP WITH RECOMMENDATIONS FOR FUTURE STUDENT COUNCIL EVENTS, NEXT YEARS AGENDA

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

Date Submitted: Wed, May 12, 2010



Teacher: SIMARD

Approval Date: Wed, May 12, 2010



Principal: HAMLIN

Approval Date: Thu, May 13, 2010



Superintendent: Emelda Byrne

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.



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

Meeting Date:
 May 25, 2010

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
 Colleen Norris, Manager of Human Resources & Policy Development

SUBJECT: **POLICY DEVELOPMENT AND REVIEW:**
 – **NEW POLICY ST:25 VOLUNTARY ABORIGINAL SELF-IDENTIFICATION POLICY**

RECOMMENDATION:

That the Board approve, in principle, draft New Board Policy ST:25 Voluntary Aboriginal Self-Identification Policy.

SYNOPSIS: A new Board Policy is required to ensure that all Aboriginal students and/or their parents, on behalf of their children, have the means for voluntary, confidential Aboriginal student self-identification, and to provide for the implementation of the Ontario Ministry of Education First Nation, Métis and Inuit Policy Framework within the Windsor-Essex Catholic District School Board. The Policy Working Sub-Committee, consisting of Linda Staudt, Thérèse Barichello and, Colleen Norris, is recommending approval, in principle, of the draft policy at this time.

BACKGROUND COMMENTS:

Proposed Changes to Existing Policy/Procedure: This is a newly developed policy. No change to existing policy is required at this time.

Source and Rationale for the Proposals: The Ministry of Education has identified aboriginal education as one of its key priorities, with a focus on meeting two primary challenges by 2016 — to improve achievement among First Nation, Métis and Inuit students, and to close the gap between aboriginal and non-aboriginal students in literacy and numeracy, school retention, graduation rates and advancement to post-secondary education. In addition, the Ministry has encouraged school boards to develop policies for voluntary, confidential Aboriginal student self-identification that would provide a basis for

gathering the relevant information to support improvement planning and accountability, and to inform policy and funding decisions, measurement, and reporting.

In order to assist school boards in the development of effective policies and practices for voluntary, confidential Aboriginal student self-identification, the Aboriginal Education Office (AEO) of the Ministry of Education released the resource, *Building Bridges to Success for First Nation, Métis and Inuit Students – Developing Policies for Voluntary, Confidential Aboriginal Student Self-Identification: Successful Practices for Ontario School Boards*. This guideline was used in the development of the draft policy and administrative procedures.

Results of Public Consultation Process: Local First Nation, Métis and Inuit communities and organizations were consulted extensively in the development of the draft policy and supporting administrative procedures. The resulting documents were forwarded to principals and vice principals, with a request to forward to Catholic School Council Chairs and staff for their suggestions and comments. The drafts were also forwarded to union and association representatives, trustees, student trustees and posted to the Board's website on April 21, 2010. To date, there has been no additional suggestions or comments received from stakeholders.

Impact On Other Policies and Procedures: The draft new policy is consistent with existing board policy and administrative procedures. However, the current student registration forms will be revised to reflect the First Nation, Métis and Inuit Voluntary Self-Identification fields.

Timetable For Implementing Policy and Procedure: The final approval policy shall be implemented in September 2010.

Benefits of the Policy Proposals: The development of a voluntary, confidential Aboriginal self-identification policy will:

- Articulate a commitment to First Nation, Métis and Inuit students and families within the Board that they will be provided the opportunity to self-identify their ancestry and access programs that will support their academic success.
- Recognize the importance of collaborative, respectful working relationships with First Nation, Métis and Inuit communities
- Promote additional partnerships with Aboriginal educators, parents, students
- Support the goals of the Ontario Ministry of Education and the Board for improved student achievement and engagement for all students including First Nation, Métis and Inuit learners

Risks of Policy Direction and Mitigation Strategies: – The draft policy complies with the requirements of the: Ontario Education Act, Section 8.1(1): Collection and Use of Personal Information, Ontario Human Rights Commission Guidelines for Collecting Data on Enumerated Grounds Under the Code, Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) and the Freedom of Information and Protection of Privacy Act (FIPPA).

Impact on Stakeholders and Plan For Communicating the Policies: Upon final approval, the Policy will be forwarded to Principals and Vice-Principals, shared with the local First Nation, Métis and Inuit communities, and posted to the Board's public website.

In preparation for implementation in September 2010, the following schedule of activities will take place:

- The Board's student registration forms will be revised to reflect the selected voluntary self-identification fields.
- Appropriate communication material will be developed for distribution to all school communities.
- The Board's data entry system will be revised in correlation with fields.
- Communication material on Voluntary Self-Identification Policy for First Nation, Métis and Inuit students will be developed, distributed to all currently registered families, provided to new registrants, and made available on the Board's website. In addition, an announcement will be included in June 2010 school newsletters.

FINANCIAL IMPACT: The Aboriginal Education Office (AEO) of the Ministry of Education provides some funding, upon application and Ministry approval, to support school boards' capacity to implement the First Nation, Métis and Inuit framework, including building and enhancing partnerships with Aboriginal communities and organizations, to support student achievement.

TIMELINES: Consistent with the Board's policy development process, the draft new policy will be presented for final Board approval at the June 8, 2010 Regular Board Meeting following an additional period for community input. The supporting administrative procedure to implement the requirements of the Board Policy will also be provided on that date.

APPENDICES:


- Draft New Policy ST:25 Voluntary Aboriginal Self-Identification Policy

Online resource (Ministry of Education Website):

- *Building Bridges to Success for First Nation, Métis and Inuit Students – Developing Policies for Voluntary, Confidential Aboriginal Student Self-Identification: Successful Practices for Ontario School Boards (2007):*
<http://www.edu.gov.on.ca/eng/aboriginal/buildBridges.pdf>
- *First Nation, Métis and Inuit Education Policy Framework (2007):*
<http://www.edu.gov.on.ca/eng/aboriginal/fnmiFramework.pdf>

REPORT REVIEWED BY:

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL	Review Date:	May 17, 2010
<input checked="" type="checkbox"/>	SUPERINTENDENT	Approval Date:	May 17, 2010
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	May 17, 2010



Windsor-Essex Catholic District School Board

Section: Students

POLICY ST: 25
Voluntary Aboriginal Self-Identification Policy

NUMBER:	ST: 25
EFFECTIVE:	DRAFT
AMENDED:	
RELATED POLICIES:	See References
REPEALS:	
REVIEW DATE:	DRAFT

DRAFT

1.0 OBJECTIVE:

1.1 It is the policy of the Windsor-Essex Catholic District School Board to provide programs as a way to help all students achieve the fullness of their God-given gifts and talents. All First Nation, Métis and Inuit* students and their parents have the right to voluntarily self-identify so that they may receive supportive programming. The first measure in recognizing this right is to establish a procedure for self-identification to identify, collect and aggregate student achievement data for First Nation, Métis and Inuit students.

(* First Nation, Métis and Inuit identification refers to the definition in the Constitution Act, 1982, Section 35(2), in that “First Nation, Métis and Inuit peoples” include “Indian, Inuit and Métis”.)

2.0 DEFINITIONS:

- 2.1 First Nation: Canada’s original peoples whose history is interwoven with the creation of the 1876 Indian Act, Indian and Northern Affairs Canada (INAC) and subsequent registry system.
- 2.2 Status: people registered under the Indian Act who identify with a First Nation community/ancestral land.
- 2.3 Non-Status: people who identify with a First Nation community/ancestral land but are not registered under the INAC registry system.
- 2.4 Métis: descendants of people born of relations between First Nation women and European men. The Métis National Council defines Métis as a person who self-identifies as Métis, is distinct from other Aboriginal peoples, is of Historic Métis Nation ancestry, and is accepted by the Métis Nation. In 2003, the Supreme Court of Canada ruled the term “Métis” as referred to in Section 35 of the Constitution does not encompass all individuals with mixed Indian and European heritage. Rather, it refers to distinctive peoples who, in addition to their mixed ancestry, developed their own customs, way of life, and recognizable group identity separate from that of their Indian or Inuit and European forebears.
- 2.5 Inuit: means ‘the people’ in Inuktitut and generally refers to Canada’s original people whose homeland is the Canadian Arctic, which includes portions of the three Territories: Nunavut, in addition to Northern Quebec and Northern Labrador.

POLICY ST: 25 Voluntary Aboriginal Self-Identification Policy - DRAFT**3.0 GUIDING PRINCIPLES:**

- 3.1 The guiding principle of the Windsor-Essex Catholic District School Board in implementing this initiative is one of learning together in faith and service with First Nation, Métis and Inuit students, parents and Elders through community consultation. Our approach is intended to be culturally sensitive and respectful. This consultative approach is one we will continue to use and invite students, parents, Elders and community members to be ongoing partners in education as we work toward student success. We will facilitate ongoing consultation by working with the Original Peoples Education Committee and The Métis Nation of Ontario as advisors to the Board.
- 3.2 We will honour the common bonds of spirituality and values that can be found in the Windsor-Essex Catholic District School Board's Journey to Holiness, the Seven Grandfather Gifts and The Good Mind.

Catholic Character Development Virtues	Seven Grandfather Gifts	The Good Mind (Oneida)
Goodness Kindness Belonging Gratitude Faithfulness Compassion Respect Knowledge Wisdom Courage Integrity Discipleship Humility Justice	Wisdom Love Respect Bravery Honesty Humility Truth	The heartfelt encouragement of the best in each of us. Compassion, caring, identity, and joy of being. The openness of the good spirit and mind. The strength of belief and vision as a People. The use of the good words about ourselves, our Nation, and our future. Our Family and our Nation. Our fire, our spirit within each one of us.

4.0 SPECIFIC DIRECTIVES/OBJECTIVES:

- 4.1 To provide for the implementation of the Ontario Ministry of Education First Nation, Métis and Inuit Policy Framework within the Windsor-Essex Catholic District School Board. In addition, this policy articulates a commitment to First Nation, Métis and Inuit students and families within the Board to be provided the opportunity to self-identify their ancestry and access programs that will support their academic success.
- 4.2 To support the goals of the Ontario Ministry of Education for improved student achievement and engagement for all students including First Nation, Métis and Inuit learners:

POLICY ST: 25 Voluntary Aboriginal Self-Identification Policy - DRAFT

- High level of student achievement
- Reduce gaps in student achievement
- High levels of public confidence

- 4.3 To support the following principles of the Ontario First Nation, Métis and Inuit Education Policy:
- Excellence and Accountability
 - Equity and Respect for Diversity
 - Inclusiveness, Cooperation and Shared Responsibility
 - Respect for Constitutional and Treaty Rights
- 4.4 To guarantee the right of First Nation, Métis and Inuit students and parents to voluntarily and confidentially self-identify as part of a process to develop improved programming and instruction practices for First Nation, Métis and Inuit learners.
- 4.5 To use data collected through the voluntary self-identification process only in the aggregate to evaluate program effectiveness and future initiative planning. Collected information the First Nation, Métis and Inuit Education Policy Framework will be subject to the privacy and security provisions of Board policies and procedures, Ontario Student Record Guidelines and applicable privacy and access of information legislation.
- 4.6 To recognize the importance of collaborative relationships with First Nation, Métis and Inuit communities and to seek their advice in implementing the First Nation, Métis and Inuit Education Policy Framework and associated self-identification process.
- 4.7 To integrate respect and appreciation for the contribution of First Nation, Métis and Inuit people and culture across curriculum areas and grade levels for all students. This integration is to be achieved through appropriate training of school and board staff.
- 4.8 To ensure that all learning resources are respectful and accurate in the portrayal of First Nation, Métis and Inuit culture, people and contributions. Resources and learning activities not meeting these criteria will be removed from use and circulation.

5.0 RESPONSIBILITY:

- 5.1 The Director of Education shall issue administrative procedures to support the spirit and objectives of this policy.

6.0 REVIEW AND EVALUATION:

- 6.1 This policy will be reviewed in the 2013 - 2014 review cycle.

7.0 REFERENCES:

Building Bridges to Success for First Nation, Métis and Inuit Students
Ontario First Nation, Métis and Inuit Education Framework Policy

POLICY ST: 25 Voluntary Aboriginal Self-Identification Policy - DRAFT

Ontario Student Record Guideline

Ontario Education Act, Section 8.1(1): Collection and Use of Personal Information

Ontario Human Rights Commission Guidelines for Collecting Data on Enumerated Grounds
Under the Code

Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)

Freedom of Information and Protection of Privacy Act (FIPPA)



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

Meeting Date:
May 25, 2010

BOARD REPORT

Public **In-Camera**

PRESENTED FOR: Information Approval

PRESENTED BY: Senior Administration

SUBMITTED BY: Joseph Berthiaume, Director of Education
Paul Picard, Superintendent of Education
Colleen Norris, Manager of Human Resources & Policy Development
Gary McKenzie, Risk Assessment Manager

SUBJECT: **POLICY DEVELOPMENT AND REVIEW:**
 – **AMENDED POLICY H:08 WORKPLACE HARASSMENT**
 – **AMENDED POLICY H:19 VIOLENCE PREVENTION IN THE WORKPLACE**

RECOMMENDATION:

That the Board approve, in principle, Draft Amended Board Policies H:08 Workplace Harassment and H:19 Violence Prevention In The Workplace.

SYNOPSIS: Draft Board Policy H:08 Workplace Harassment amends existing Board Policy H:08 Workplace Harassment, and is recommended for approval in principle. Draft Board Policy H:19 Violence Prevention In The Workplace amends existing Board Policy H:19 Violence Prevention In The Workplace, and is recommended for approval in principle.

BACKGROUND COMMENTS:

Bill 168, *An Act to amend the Occupational Health and Safety Act with respect to violence and harassment in the workplace and other matters*, received Royal Assent on December 15, 2009. The amendments to the Occupational Health and Safety Act will come into force on June 15, 2010. At that time, workplaces in Ontario will be required to have the necessary policies, programs, measures and procedures in place. Bill 168 sets out new obligations and responsibilities for employers. Compliance with Bill 168 requires the revision of the above noted policies.

Proposed Changes to Existing Policy/Procedure: Amendments and new language contained within the draft have been underlined for highlighting purposes.

The existing **Board Policy H:08 Workplace Harassment** was reviewed and draft amendments were made to:

- separate the original policy from the procedures. The original policy was due to be reviewed in the 2009 policy review cycle.
- provide directives for the review of the supporting administrative procedures according to the requirements of the new legislation.
- address requirements for the provision of information on the policy and administrative procedures and for posting of the policy.

The existing **Board Policy H:19 Violence Prevention in the Workplace** and was reviewed and draft amendments were made to address the following requirements of Bill 168:

- Establishing clear definition and scope of policy.
- The employer must assess the risks of workplace violence.
- Addressing Domestic Violence in the Workplace - Where an employer becomes aware or ought to be reasonably aware, that domestic violence that would likely expose a worker to physical injury may occur in the workplace, the Bill requires that the employer take every reasonable precaution in the circumstances for the protection of the worker.
- Disclosing Persons with a History of Violence - The Bill requires employers to provide information to workers, including personal information, of a person with a history of violent behaviour. An employer must provide this information if the worker can be expected to encounter that person in the course of his/her work, and if the risk of workplace violence is likely to expose the worker to physical injury.

Source and Rationale for the Proposals:

Board Policy H:08 Workplace Harassment was first approved by the Board on January 11, 2000. The policy was scheduled again for review in the 2009 policy review cycle and was reviewed by a Policy Working Subcommittee. Out of that review, the Subcommittee proposes the highlighted amendments noted in the attached draft policy that are intended to ensure compliance with the amendments to the Occupational Health and Safety Act.

Board Policy H:19 Violence Prevention in the Workplace was first approved by the Board on June 25, 2007. The policy was scheduled again for review in the 2007-2008 policy review cycle and was reviewed by a Policy Working Subcommittee. Out of that review, the Subcommittee proposes the highlighted amendments noted in the attached draft policy that are intended to ensure compliance with the amendments to the Occupational Health and Safety Act.

Results of Public Consultation Process: The draft policy and supporting procedure were forwarded to principals and vice principals, with a request to forward to school council chairs and staff for their suggestions and comments. The drafts were also forwarded to union and association representatives, trustees, and posted to the Board's website.

Impact On Other Policies and Procedures: The draft amended policy is consistent with existing board policy and procedure. Other policies directly related to H: 08 Workplace Harassment and H: 19 Violence Prevention in the Workplace will be reviewed during the course of the Board's policy review cycle to ensure consistency.

Timetable For Implementing Policy and Procedure: The policy shall be implemented upon final approval.

Benefits of the Policy Proposals: The further development of a policy ensures the Board's policies are consistent with the Occupational Health and Safety Act, and that programs /procedures are in place to support the prevention of violence and harassment in the workplace.

Risks of Policy Direction and Mitigation Strategies: – N/A

Impact on Stakeholders and Plan For Communicating the Policies: Upon final approval, the Policy will be forwarded to Principals and Vice-Principals, posted and communicated at worksites in accordance with the Act and posted to the Board's website.

FINANCIAL IMPACT: N/A

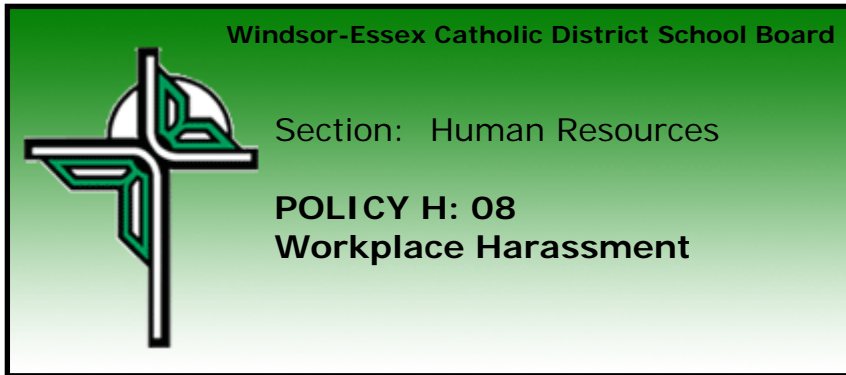
TIMELINES: The draft amended policies will be presented for final Board approval at the June 8, 2010 Regular Board Meeting along with their respective procedure/program.

APPENDICES:

- Draft Amended Policy H: 08 Workplace Harassment
- Draft Amended Policy H: 19 Violence Prevention in the Workplace

REPORT REVIEWED BY:

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL	Review Date:	May 17, 2010
<input checked="" type="checkbox"/>	SUPERINTENDENT	Approval Date:	May 17, 2010
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	May 17, 2010



NUMBER:	H: 08
EFFECTIVE:	January 11, 2000
AMENDED:	DRAFT
RELATED POLICIES:	See References
REPEALS:	
REVIEW DATE:	DRAFT

DRAFT

1.0 OBJECTIVE:

- 1.1 The Windsor-Essex Catholic District School Board shall, in accordance with the gospel values of Jesus Christ and the Board's mission, vision, and goals, endeavour to provide a work environment free from harassment, in which every person is valued and treated with respect, dignity and acceptance.

2.0 DEFINITIONS:

~~The Board shall accept the definition of harassment in the Ontario Human Rights Code as "engaging in a course of vexatious comment or conduct that is known or ought reasonably be known to be unwelcome. (Section 10 (1))"~~

- 2.1 Workplace Harassment means engaging in a course of vexatious comment or conduct against a worker in a workplace that is known or ought reasonably to be known to be unwelcome.

The normal proper exercise of supervisory responsibilities, including training, evaluation, counselling, and discipline when warranted, does not constitute workplace harassment. This policy shall not offer protection from legitimate and substantiated criticism of work performance or competency.

- 2.2 The Workplace is any place where employees perform work or work-related duties or functions. Schools and school-related activities, such as extra-curricular activities and excursions, comprise the workplace, as do Board offices and facilities. Conferences and training sessions fall within the ambit of this policy.

3.0 GUIDING PRINCIPLES:

- 3.1 The Board shall advocate a greater awareness and understanding of harassment in the workplace.
- 3.2 The Board shall consider harassment as a serious offence.
- 3.3 The Board shall treat complaints of harassment with sensitivity and such matters shall be dealt with quickly, fairly and confidentially.

POLICY H: 08 Workplace Harassment DRAFT

- 3.4 Employees who engage in harassment may be subject to disciplinary actions from reprimand to dismissal depending on the severity of the incident and in compliance with this policy.
- 3.5 Retaliation against an individual (whether on behalf of oneself or another individual) for having invoked this policy shall be treated as harassment and dealt with accordingly.
- 3.6 All information collected under this policy shall be dealt with in accordance with the Municipal Freedom of Information and Protection of Privacy Act, 1989.

4.0 SPECIFIC DIRECTIVES:

- 4.1 Administrative procedures will be developed to implement this policy. The procedure will:
 - i. include measures and procedures for workers to report incidents of workplace harassment; and
 - ii. set out how the Board will investigate and deal with incidents and complaints of workplace harassment.
- 4.2 The Board will provide an employee with,
 - i. information and instruction that is appropriate for the employee on the contents of the policy and procedure with respect to workplace harassment; and,
 - ii. any other information or instruction prescribed by applicable legislation.
- 4.3 Posting of the Policy
 - i. The policy concerning workplace harassment will be posted at a conspicuous place in the workplace.

5.0 RESPONSIBILITY:

- 5.1 All members of the Board community are accountable for complying with this policy and maintaining a harassment free environment.
- 5.2 The Director of Education shall responsible for implementation of this policy.

6.0 REVIEW AND EVALUATION:

- 6.1 The effectiveness of this policy shall be reviewed as often as necessary, but at least annually.


POLICY H: 08 Workplace Harassment DRAFT

7.0 REFERENCES:

Canadian Charter of Rights and Freedoms
Ontario Human Rights Code
Ontario Occupational Health and Safety Act
Municipal Freedom of Information/Protection of Privacy Act
Teaching Profession Act
Ontario College of Teachers Act
Education Act

Other related policies of the Board which support this policy are:

A: 07 Channels of Communication
A: 12 Code of Ethics/Conflict of Interest
A: 14 Equity and Inclusive Education
H: 06 Health and Safety of Employees
H: 09 Assault on Employee
H: 17 Employees' Acceptable Use of Electronic Access, Information Technology and Data
H: 18 Internet Acceptable Use - Employees
H: 19 Violence Prevention in the Workplace
SC: 03 Acceptable Use of the Internet (Students) - Internet Acceptable Use Policy
SC: 15 Code of Conduct
ST: 05 Student Discipline



Windsor-Essex Catholic District School Board

Section: Human Resources

POLICY H: 19
Violence Prevention in the Workplace

NUMBER:	H: 19
EFFECTIVE:	June 25, 2007
AMENDED:	DRAFT
RELATED POLICIES:	See References
REPEALS:	
REVIEW DATE:	DRAFT

DRAFT

1.0 OBJECTIVE:

- 1.1 That the Windsor-Essex Catholic District School Board promote a safe and orderly working environment for its employees through implementation of effective measures to prevent and deal with violence in the workplace.

2.0 DEFINITIONS:

- 2.1 ~~“Workplace Violence” for the purpose of this policy is defined as the attempted or actual exercise of any intentional physical force that causes or may cause physical injury to a worker. It would include any threats that would give an individual reasonable ground to believe he or she was at risk of physical injury.~~

As defined by the *Occupational Health and Safety Act*, “Workplace Violence” is:

- a) the exercise of physical force by a person against a worker, in a workplace, that causes or could cause physical injury to the worker,
 - b) an attempt to exercise physical force against a worker, in a workplace, that could cause physical injury to the worker,
 - c) a statement or behaviour that it is reasonable for a worker to interpret as a threat to exercise physical force against the worker, in a workplace, that could cause physical injury to the worker.
- 2.2 The “Workplace” is any place where employees perform work or work-related duties or functions. Schools and school-related activities, such as extra-curricular activities and excursions, comprise the workplace, as do Board offices and facilities. Conferences and training sessions fall within the ambit of this policy.

3.0 GUIDING PRINCIPLES:

- 3.1 The Windsor-Essex Catholic District School Board shall support and endorse the provision of a safe, secure and orderly environment in which people may work in an atmosphere of mutual respect in accordance with the Board’s Mission, Vision and Goals.

POLICY H: 19 Violence Prevention in the Workplace DRAFT

- 3.2 The Board shall not tolerate workplace violence on Board property, on school buses, or at Board sponsored programs or events.
- 3.3 This policy applies to all members of the Board community, including but not limited to, trustees, students, employees, and other users, such as members of consultative committees, clients of the Board, parents, volunteers, permit holders, contractors and employees of other organizations not related to the Board but who nevertheless work on or are invited onto Board premises. This policy also covers workplace violence by such persons which is proven to have repercussions that adversely affect the Board's learning and working environment.
- 3.4 The rights of students to a respectful working and learning environment, free from violence, are dealt with under other appropriate policy, legislation or regulations including, but not limited to, the Education Act and the Board/School Code of Conduct.
- 3.5 This policy prohibits reprisals against individuals, acting in good faith, who report incidents of workplace violence or act as witnesses. The Board will take all reasonable and practical measures to prevent reprisals, threats of reprisal, or further violence. Reprisal is defined as any act of retaliation, either direct or indirect.

4.0 SPECIFIC DIRECTIVES:

- 4.1 Information and Instruction with Respect to Workplace Violence
- a) The Board will provide an employee with,
- i. information and instruction that is appropriate for the employee on the contents of the policy and program with respect to workplace violence; and
- ii. any other information or instruction prescribed by applicable legislation.
- b) The Board shall provide information to an employee, including personal information, where that information relates to a risk of workplace violence from a person with a history of violent behaviour if,
- i. the employee can be expected to encounter that person in the course of his or her work; and if
- ii. the risk of workplace violence is likely to expose the employee to physical injury.
- c) The Board will not disclose more personal information than is reasonably necessary to protect the employee from physical injury.

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4.2 Domestic Violence

- a) If the Board becomes aware or ought reasonably to be aware that domestic violence that is likely to expose an employee to physical injury may occur in the workplace, the Board will take every reasonable precaution to protect the employee.

4.3 Assessment of the Risks of Workplace Violence

- a) The Board will assess the risks of workplace violence that may arise from the nature of the workplace, the type of work or the conditions of work.
- b) The Board will reassess the risks of workplace violence as often as necessary to ensure that the related policy and the related program continue to protect employees from workplace violence.
- c) The assessments and reassessments shall take into account,
- i. circumstances that would be common to similar workplaces;
 - ii. circumstances specific to the workplace; and
 - iii. any other elements prescribed by legislation.
- d) The Board shall advise the Health and Safety Committee of the results of the assessments/reassessments in accordance with the Occupational Health and Safety Act and its regulations.

4.4 Program to Implement the Policy with Respect to Workplace Violence

- a) ~~Administration, in consultation with the Joint Health and Safety Committee, will develop, implement, and maintain a workplace violence prevention and intervention program, which will include training and educating employees.~~ The Board will develop and maintain a program to implement the Violence Prevention in the Workplace Policy that complies with the requirements of the Occupational Health and Safety Act and its regulations.
- b) The program will,
- i. include measures to take and procedures to follow in order to control risks of workplace violence identified in the risk assessment that is required under section 4.3, as likely to expose an employee to physical injury;
 - ii. include measures to take and procedures to follow in order to summon immediate assistance when workplace violence occurs or is likely to occur;
 - iii. include measures that employees must take and procedures that they must follow to report incidents of workplace violence to the Board or their

POLICY H: 19 Violence Prevention in the Workplace DRAFT

supervisor; and

- iv. set out how the Board will investigate and deal with incidents or complaints of workplace violence.

4.5 Posting of the Policy

- a) The policy concerning workplace violence will be posted at a conspicuous place in the workplace.

5.0 RESPONSIBILITY FOR IMPLEMENTATION:

- 5.1 The Director of Education shall implement, maintain and monitor the Violence Prevention in the Workplace Policy, and develop and maintain programs in accordance with the Ontario Occupational Health and Safety Act to help minimize the risk of violence in the workplace.

6.0 REVIEW AND EVALUATION:

- 6.1 ~~The effectiveness of this policy shall be assessed through consultation with Trustees, the Joint Health and Safety Committee, staff, and members of the community.~~
- 6.2 ~~The Policy will be reviewed annually and will be scheduled for first review during the 2007-2008 policy review cycle.~~ The Board will review the policy and program in accordance its policy review process, as often as is necessary, and at least once annually.

7.0 REFERENCES:

Statutes and Regulations:

Criminal Code (Canada)

Ontario Occupational Health and Safety Act

The Education Act and Regulations

The Child and Family Services Act

The Youth Criminal Justice Act

The Charter of Rights and Freedoms

Antiracism and Ethno cultural Equity (Education Act, s.8 (1), 29.1)

Ontario Human Rights Code

Safe Schools Act, 2000

Education Amendment Act (Progressive Discipline and School Safety), 2007

Teaching Profession Act

Ontario College of Teachers Act

POLICY H: 19 Violence Prevention in the Workplace DRAFT

Other related policies of the Board which support this policy are:

A: 14 ~~Anti-Racism~~ Equity and Inclusive Education

H: 02 Employee Wellness Program

H: 06 Health and Safety of Employees

H: 08 Workplace Harassment

H:09 Assault on Employees

H:10 Employee Injury

~~SC:07 Safe Schools (Violence Free)~~

SC: 10 Crisis/Trauma Response

SC: 11 Trespassing

SC: 14 Emergency Response Plan

SC: 15 Code of Conduct

SC:18 Bullying Prevention and Intervention

ST: 05 Suspension Student Discipline Policy

ST: 06 Suspension Review and Appeal

ST:18 Physical Intervention

Program for Violence Prevention in the Workplace



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

**Meeting Date:
 May 25, 2010**

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: TENDER APPROVAL – CATHOLIC CENTRAL – STEAM CONVERSION

RECOMMENDATION:

That the Board approve the award of tender and the issuance of a purchase order contract for the Steam Conversion at Catholic Central Secondary School to Haller Mechanical Contractors Inc. at the submitted bid amount of \$1,968,750, incl. GST, of which \$1,805,510 is to be charged to 2010/11 Energy Efficient Schools Funding and \$163,240 to 2009/10 Good Places to Learn Stage 3 (GPL).

SYNOPSIS:

The Board had previously approved proceeding with the steam conversion at Catholic Central Catholic Secondary School and a tender was called accordingly. This report is submitted to the Board with the results of the tender and a recommendation for the issuance of a purchase order contract.

BACKGROUND COMMENTS:

A tender opening was held at the Catholic Education Centre on May 10, 2010 with Mario latonna, Paulette Littlejohns, Gerry Racine and representatives from Fahrhall Mechanical Contractors Ltd., Haller Mechanical Contractors Inc., and Lektar Industrial Services Inc. in attendance. No other individuals attended the opening.

A total of three (3) bids from four (4) invited bidders were received. These bids are summarized as follows:

NO.	TENDERER	BID AMOUNT (incl. GST)
1.	Haller Mechanical Contractors Inc. 1537 McDougall Street Windsor, ON N8X 3M9	\$1,968,750.00
2.	Lekter Industrial Services Inc. 500 Harvard Drive Belle River, ON N0R 1A0	\$2,098,425.00
3.	Fahrhall Mechanical Contractors Ltd. 3822 Sandwich Street Windsor, ON N9C 1C1	\$2,345,538.30

The bid submissions were reviewed and were found to be in order. The low bidder meeting specifications is Haller Mechanical Contractors Inc. with a bid amount of \$1,968,750.00.

FINANCIAL IMPACT:

The costs for this project will be funded as follows:

2010-11 Energy Efficient Schools Funding –	
Renewal of Building Component	\$1,805,510
2009-10 GPL Funding	<u>163,240</u>
Total Funding	<u>\$1,968,750</u>

TIMELINES:

The majority of the project is to be done in the summer with completion in October, 2010.

APPENDICES:

Not Applicable.

REPORT REVIEWED BY:

<input checked="" type="checkbox"/> EXECUTIVE COUNCIL	Review Date:
<input checked="" type="checkbox"/> SUPERINTENDENT	Approval Date: May 19, 2010
<input checked="" type="checkbox"/> DIRECTOR OF EDUCATION:	Approval Date: May 19, 2010



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

Meeting Date:
 May 25, 2010

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
 Therese Barichello, Elementary Principal - Special Assignment

SUBJECT: **FRENCH IMMERSION ADVISORY COMMITTEE (FIAC)
 - MEETING OF NOVEMBER 23, 2009**

RECOMMENDATION:

That the Board receive the Minutes of the November 23, 2009 French Immersion Advisory Committee meeting as information.

SYNOPSIS: In accordance with Board By-Laws, *Section 5:00 Committee Reports*, the French Immersion Advisory Committee (FIAC) is submitting for the Board of Trustees' information in the Minutes of its November 23, 2009 meeting.

BACKGROUND COMMENTS: The French Immersion Advisory Committee came into existence as a result of a recommendation made at a Special Board meeting on February 3, 2009. The role of the French Immersion Advisory Committee is to promote and support the system-wide French Immersion program, exchange information and points of view about the French Immersion program and provide advice, recommendations and feedback to the Board on French Immersion.

FINANCIAL IMPACT: n/a

TIMELINES: The next French Immersion Advisory Committee meeting occurred on Monday, May 3, 2010 at the Catholic Education Centre. Minutes will be provided to the Board of Trustees following approval by the French Immersion Advisory Committee.

APPENDICES: French Immersion Advisory Committee Minutes of November 23, 2009

REPORT REVIEWED BY:

<input checked="" type="checkbox"/> EXECUTIVE COUNCIL	Review Date:	May 17, 2010
<input checked="" type="checkbox"/> SUPERINTENDENT	Approval Date:	May 17, 2010
<input checked="" type="checkbox"/> DIRECTOR OF EDUCATION:	Approval Date:	May 17, 2010



WINDSOR-ESSEX CATHOLIC DISTRICT SCHOOL BOARD

325 California Avenue
Windsor, ON N9B 3Y6
CHAIRPERSON: Fred Alexander
DIRECTOR OF EDUCATION: Joseph Berthiaume

FRENCH IMMERSION ADVISORY COMMITTEE

Monday, November 23, 2009 at 6:00 p.m.
Blessed Marie Rose Durocher Meeting Room

- Present:** Therese Barichello, Principal
Shannon Porcellini, Trustee
Chris Janisse, Trustee
Carm Casalena, Principal, St. Mary Elementary
Kathy Furlong, Principal, St. Thomas of Villanova
Maggie Beneteau, Modern Lang. Dept. Head, St. Thomas of Villanova
Renee Saad, Modern Languages Dept. Head, St. Joseph's Secondary
Toni Esposito, Modern Languages Dept. Head, St. Anne Secondary
Jeremy Schiller, Modern Languages Dept. Head, Cardinal Carter
Vittoria Fortier, Parent, Parent Council, St. Mary
Patti Bezaire, Parent Council Chair, St. Anne French Immersion
Greg Farrah, Council Chair, St. Thomas of Villanova
- Absent:** Jim Minello, Principal, St. Anne Secondary
Mike Seguin, Principal, St. Joseph Secondary
Patti Mouland, Vice-Principal, St. Joseph's Secondary
Joni Ouellette, Principal, Holy Name Elementary
- Regrets:** Rose Mousaly, Principal, St. Anne F/I
John Ulicny, Principal, Cardinal Carter
- Recording:** Simone Lira, Executive Assistant

NOTES

1. Call to Order and Introductions.
2. Opening Prayer – T. Barichello
3. Approval of Agenda
Motion by Chris Janisse and seconded by Greg Farrah that the Agenda be approved. Carried
4. Approval of Minutes – October 26, 2009
Motion by Chris Janisse and seconded by Toni Esposito that the Minutes be approved, making one small change to an enrolment figure. Carried

5. a) Report from Therese Barichello
Principal Barichello reported on the enrolment at both St. Mary's and St. Anne French Immersion Schools.
- i) Update on School Signage
- The committee discussed the issue of school signage at both French Immersion grade schools, as well as at each of the high schools offering French Immersion. The French Immersion signage for the secondary schools could simply be done by adding a section to the signs already existing at the school sites.
 - There seems to be confusion by the public of exactly what French Immersion is versus FSL or Francais as language programs. We need to stress the fact that our French Immersion schools are English Catholic Schools with French Immersion, not full Francais schools.
 - After a round table discussion of many designs and wording, Trustee Porcellini suggested that before we go ahead with having the signs made, the decision would have to be discussed with all of the Parent Councils in the schools involved, as many of them provided funding for their school signs. It was suggested the parent councils be sent e-mail about the signage, and the recommended wording, "Offering French Immersion".
 - It was determined that if funding is not available through the Board, the funding for signage may come from outside sources, as the balance of the French Immersion budget is for programming.
 - It was suggested that in the meantime, those high schools with marquees or alterable signage, add a reminder to parents of JK/SK registration at the designated Catholic elementary feeder school.
 - The general consensus was to go ahead and obtain quotes on the signs for the schools.
- ii) Update on Website Status
- Principal Barichello reported that work is still in progress on the Languages website, and asked that any other suggestions be brought to her attention.
- iii) JK/SK Registration & Expansion of Program
- Principal Barichello is on the JK/SK Registration Committee, and stated that the French Immersion program will be well-represented for publicity and promotion.
 - There was discussion about the use of church bulletins to promote JK/SK registration in the French Immersion Schools. It was suggested that we request adding a flyer about our program in the bulletin.
 - Trustee Porcellini suggested that we use the three major priorities outlined at the May 13th meeting and work toward expanding the French Immersion program by informing the general public about the program, especially at JK/SK registration.
- b) Deferred Motion – Trustee Janisse
- After some discussion, Trustee Janisse decided to withdraw his motion from the November 10th Board Meeting.

- The following recommendation was made by the Committee:
"The committee recommends that the board develop a 5 year plan to expand the French Immersion program within the Windsor-Essex Catholic District School Board, in conjunction with the phased implementation of the ministry's full day early learning initiative."
 - The benefits to this would be that it would put us on a more even footing with our coterminous boards and it allows us to piggyback on the work the Pascal implementation team has already done.
 - There is still the recognition and concern of the need of extra photocopying for the French Immersion programming. It was suggested that this is an individual resource item better discussed at the Department Head meetings or with Principal Barichello.
 - When the time comes for the French Immersion schools to present to the Board, it is hopeful that the growth of the program and issues of concern will be presented.
- c) Roundtable Discussion
- The balance of the meeting included a roundtable discussion, with members reporting on the French Immersion programs within their schools.
 - It was suggested that a parent represent the French Immersion program on the High School Council.
 - There were reports on various field trips and visitors from Universities to the French Immersion programs in the secondary schools.
 - Principal Barichello expressed her gratitude to the Committee members (parents, teachers, Principals and Trustees) for coming together as a cohesive group, working collaboratively, both elementary and secondary for the betterment of the French Immersion Program.
- d) Meetings for the Year
- Upcoming meetings will be established and electronic messages sent out to the Committee as required.
6. Closing Prayer and adjournment at 8:25 p.m.



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

Meeting Date:
May 25, 2010

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: **AUDIT COMMITTEE REPORT – NOTES FROM THE MEETING OF MAY 5, 2010**

RECOMMENDATION:

That the Board receive the Notes from the Audit Committee Meeting of May 5, 2010 as information.

SYNOPSIS:

In accordance with the Board By-Laws, committees are to report meeting activities either verbally or in writing. Notes from the May 5, 2010 meeting are attached.

BACKGROUND COMMENTS:

The Audit Committee was established by Board resolution at the June 26, 2006 Board Meeting and the Board approved the Committee’s Terms of Reference at the August 29, 2006 Board Meeting. The Audit Committee members for the 2006 - 2010 election term originally consisted of Trustees Soulliere, DiMenna and Porcellini. In 2009, Trustee Janisse replaced Trustee Porcellini. The chair for the 2010 calendar year is Trustee Soulliere.

FINANCIAL IMPACT:

None

TIMELINES:

N/A

APPENDICES:

Notes from the May 5, 2010 Audit Committee Meeting

REPORT REVIEWED BY:

<input checked="" type="checkbox"/> EXECUTIVE COUNCIL	Review Date:	
<input checked="" type="checkbox"/> SUPERINTENDENT	Approval Date:	May 18, 2010
<input checked="" type="checkbox"/> DIRECTOR OF EDUCATION:	Approval Date:	May 19, 2010



1325 California Avenue
 Windsor, ON N9B 3Y6
 CHAIRPERSON: Fred Alexander
 DIRECTOR OF EDUCATION: Joseph Berthiaume
 Telephone: (519) 253-2481 FAX: (519)985-2924

AUDIT COMMITTEE

Wednesday, May 5, 2010 at 6:00 p.m.
Windsor Essex Catholic Education Centre
1325 California Avenue, Windsor
St. Thomas Aquinas Meeting Room

NOTES

PRESENT:

Trustee Committee Members: M. DiMenna
 L. Soulliere

Administration: M. Iatonna
 P. King

Regrets: J. Berthiaume
 C. Janisse

Recorder: C. Racine

1. Call to Order and Opening Prayer – The meeting convened at 6:03 p.m. and opened with a prayer.
2. Recording of Attendance – Trustee Janisse sent his regrets.
3. Approval of Agenda/Questions Pertaining to Agenda

Moved by Trustee DiMenna and seconded by Trustee Soulliere that the agenda be approved. **Carried.**

4. Disclosure of Interest – Pursuant to the Municipal Conflict of Interest Act – **None.**

Moved by Trustee DiMenna and seconded by Trustee Soulliere that pursuant to the Education Act – Section 207 and as authorized by Board By-Law 4:15/5, the Audit Committee go into a meeting which is closed to the public to discuss other protected information matters. **Carried.**

The Audit Committee began discussions of in-camera items regarding contractual matters, labour relations and personnel matters at 6:04 p.m.

5. **Other Business/Questions**

None.

6. **Pending Items**

None.

7. **Future Scheduled Meeting Dates**

June 2, 2010

June 23, 2010

9. **Closing Prayer and Adjournment** - The meeting adjourned at 7:13 p.m.

Distribution:

- Audit Committee Members (Trustees DiMenna, Janisse and Soulliere)
- Trustees and Director of Education
- Administrative Resource to the Committee: M. latonna, P. King