



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

REGULAR BOARD MEETING
Monday, June 21, 2010 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 - <u>Pursuant to the Municipal Conflict of Interest Act.</u> | |
| 7. | Presentations: | |
| | a. Our Lady of Perpetual Help Drummers (C. Geml) | -- |
| | b. On-Line Community Use of School Program (P. Picard) | -- |
| | c. Employee Wellness Program - Walking Challenge Winners (P. Littlejohns) | -- |
| | d. Student Trustees Nadia Timperio and Joanna Wolinski Activities of the Past Year (L. Staudt) | -- |
| 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 no 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, June 8, 2010 --
 - ii) Minutes of Regular Board Meeting, June 8, 2010 1-7
 - b. Items from the re-convened meeting of June 8, 2010 and the in-camera meeting June 21, 2010 --

10. Communications:
 - a. External (Associations, OCSTA, Ministry): None
 - b. Internal (Reports from Administration):
 - i) Report: Administrative Staff Report (P. Picard) 8-9
 - ii) Report: Special Education Plan Amendments 2010 (C. Geml) Handout
 - iii) Report: Ontario Secondary School Literacy Test (OSSLT) Results (L. Staudt) 10-17
 - iv) Report: Joint Health and Safety Committee (JHSC) 2010 Annual Report (P. Picard) 18-19
 - v) Report: Summer Jobs and Focus on Youth Program 2010 (P. Picard) 20-23

11. Unfinished Business:
 - a. Trustee Macri: *“At the next regular scheduled meeting of the Board, Trustee Macri will move or cause to be moved, to form an enrolment committee composed of trustees and administrative staff to study and assess the issue of declining enrolment and to make recommendations to the board with respect to maintaining and increasing our enrolment compliment.”*

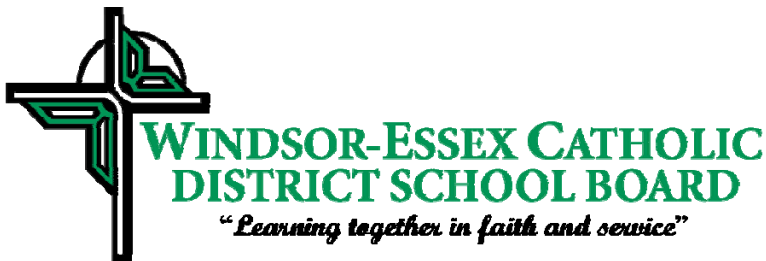
12. New Business:
 - a. Field Trips:
 - i) Report: St. Thomas of Villanova Catholic Secondary School - Field Trip to Quebec City, February 11-15, 2011 (P. Picard) 24-29
 - ii) Report: St. Thomas of Villanova Catholic Secondary School - Field Trip to Bowling Green, Ohio, November 26-28, 2010 (P. Picard) 30-32
 - b. Report: Board Policy Review (*approve in principle*) Amended Policy ST: 23 Assessment, Evaluation and Reporting - Grades 1 to 12 (C. Geml) 33-39
 - c. Deferred and Revised Report: Board Policy Review (*approval in principle*) Draft Policy B:08 Facility Partnerships (M. Iatonna) 40-47
 - d. Report: Board Policy Review (*final approval*) New Policy SC:19 Environmental Education (C. Geml) 48-56
 - e. Report: Tender Approval - St. John Catholic Elementary School Play Area (M. Iatonna) 57-58
 - f. Report: Tender Approval - St. Gregory Catholic Elementary School Boiler Replacement (M. Iatonna) 59-60
 - g. Report: Long Term Financing Debenture Permanent Unfinanced Capital Projects (M. Iatonna) Handout

13. Committee Reports:
 - a. Report: Elementary School Council - Umbrella Group Meeting of May 18, 2010 (L. Staudt) 61-65
 - b. Report: High School Council Meeting of May 13, 2010 (L. Staudt) 66-72
 - c. Report: French Immersion Advisory Committee (FIAC) Meeting of May 3, 2010 (C. Geml) 73-77

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, July 27, 2010 Special Meeting (Note: New scheduled meeting)
 - Tuesday, August 31, 2010
 - Tuesday, September 14, 2010
 - Tuesday, September 28, 2010
 - Tuesday, October 12, 2010
 - Tuesday, October 26, 2010
 - Tuesday, November 9, 2010
 - Tuesday, November 23, 2010
 - Tuesday, December 7, 2010 (*Mass at 6:45 p.m., Organizational Meeting - 7: 30 p.m.*)
 - Tuesday, December 14, 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, June 8, 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) | E. Byrne |
| C. Geml | P. Littlejohns |
| M. Iatonna | P. Murray |
| P. Picard | C. Norris |
| L. Staudt | S. O'Hagan-Wong |
| J. Braidon | J. Shea |
| J. Bumbacco | |

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 - Chair Alexander noted that the handout for agenda item 12f 2009-2010 Budget Status Report is at trustee places and was previously provided to trustees electronically.

Moved by Trustee DiMenna and seconded by Trustee Macri that the June 8, 2010 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: None
7. Presentations:
 - a. Values, Influences, and Peers (VIP) - VIP teacher co-ordinators Jan Murphy and Lisa Adams presented a plaque to Chief of Police Gary Smith, VIP Liaison Constable Gar Renaud, RCMP representatives Staff Sergeant Joe Kispal and Constable Larry Silver for their commitment and dedication to the board wide Grade 6 Values, Influences, and Peers program.
 - b. Outstanding School Council Chairperson Award - Paulette Littlejohns, Senior Manager of Facilities and Support Services presented the 2009-2010 Outstanding School Council Chairperson Awards to Greg Farrah from St. Thomas of Villanova Catholic Secondary School and Sheri Koscielski from Sacred Heart Catholic Elementary School.
 - c. Catholic Student Council Leadership Award - Paulette Littlejohns, Senior Manager of Facilities and Support Services presented the 2009-2010 Catholic Student Council Leadership Award to Jenna Sbrocca, Prime Minister of St. Thomas of Villanova Catholic Secondary School.
 - d. Catholic Character Development Initiative Awards "Our Journey to Holiness" - Superintendent Staudt presented awards to the following 2010 recipients:
 - o Goodness, Kindness, and Belonging to Noah Gascon, Grade One student from St. William Catholic Elementary School
 - o Compassion, Respect, and Knowledge to Sydney Brouillard-Coyle, Grade Four student from St. Rose Catholic Elementary School
 - o Wisdom and Courage to Katie Jacobs, Grade Seven student from St. Joseph Catholic Elementary School
 - o Integrity and Discipleship to Nilo Tavares, Grade Nine student from F. J. Brennan Catholic Secondary School
 - o Humility and Justice to Joshua Vezina, Grade Twelve student from Cardinal Carter Catholic Secondary School.
 - e. Recognition for the 2009-2010 Student Trustees - Superintendent Staudt congratulated the 2009-2010 Student Trustees Nadia Timperio and Joanna Wolinski for their outstanding leadership.
 - f. Premier Awards for Teaching Excellence - Superintendent Geml congratulated Assumption College Food Service and Hospitality Technology teacher Diane Nehmetallah as a recipient of the prestigious Premier Award for Teaching Excellence.
8. Delegations: None
 - a. Delegation Regarding Items Not on the Agenda
 - b. Delegations Regarding Items On the Agenda
9. Action Items:
 - a. Approval of Minutes
 - i) Minutes of In-Camera Meeting, May 25, 2010

Moved by Trustee Holland and seconded by Trustee Soulliere that the minutes of the Committee of the Whole Board In-Camera meeting of May 25, 2010 be adopted as distributed. Carried

- ii) Minutes of Special In-Camera Board Meeting, May 29, 2010

Moved by Trustee DiMenna and seconded by Trustee Janisse that the minutes of the Special In-Camera Board meeting of May 29, 2010 be adopted as distributed. Carried

- iii) Minutes of Regular Board Meeting, May 25, 2010

Moved by Trustee Keane and seconded by Trustee Macri that the minutes of the Regular Board meeting of May 25, 2010 be adopted as distributed. Carried

- b. Items from the re-convened in-camera meeting of May 25, 2010 and the Special In-Camera Board Meeting of May 29, 2010 and the In-camera meeting June 8, 2010

Vice Chair DiMenna reported that the Windsor-Essex Catholic District School Board re-convened an In-Camera Committee of the Whole Board meeting on May 25, 2010 and a Special In-camera Board meeting on May 29, 2010 pursuant to the Education Act - Section 207, to consider specific personnel matters permitted or required to be kept private and confidential under the Freedom of Information and Protection of Privacy Act.

In addition, the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board meeting on June 8, 2010 pursuant to the Education Act - Section 207, to consider specific personnel, real property matters, and other matters permitted or required to be kept private and confidential under the Freedom of Information and Protection of Privacy Act.

Trustees Courtney, Macri and Porcellini declared a conflict of interest during the June 8, 2010 In-Camera Session and excused themselves from the relevant discussion item.

Moved by Trustee DiMenna and seconded by Trustee Janisse that the recommendations and directions of the Committee of the Whole Board at its re-convened in-camera meeting of May 25, 2010, Special In-camera Board meeting of May 29, 2010 and the in-camera meeting of June 8, 2010 be approved. Carried

Vice Chair DiMenna made the following announcements:

from the May 25, 2010 re-convened In-Camera meeting

- succession planning for the Director of Education position

from the May 29, 2010 Special In-camera Board meeting

- the selection of Paul Picard as the new Director of Education following the retirement of Joseph Berthiaume

from the June 8, 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 June 8, 2010
- the following Department Head appointments effective September 1, 2010:
 1. Joseph O'Neil as English Department Head at Cardinal Carter Secondary School
 2. Lisa Mancini-Polidori as Guidance Department Head at Holy Names Catholic High School
 3. Jamie Frias as Business Studies/Co-op Department Head at Assumption Catholic

High School

4. Jackie Jamail-Lopez as Physical Education Department Head at Holy Names Secondary School
5. Nicolina Paciocco as Modern Languages Department Head at Assumption Secondary
6. Cathy Isabella as Social Science Department Head at St. Joseph Secondary School
7. Antonietta Esposito as Modern Languages Department Head at Catholic Central Secondary School. This is a lateral transfer from St. Anne Secondary School
8. Rejean Dufresne as Modern Languages Department Head at St. Anne Secondary School
9. Liana Cote Montminy as English Department Head at St. Anne Secondary School. This is a lateral transfer from St. Joseph Secondary School.
10. Daniela Koppeser as English Department Head at St. Joseph Secondary School
11. Susan Di Laudo as Science Department Head at Cardinal Carter Secondary School

10. Communications:

- a. External (Associations, OCSTA, Ministry): None
- b. Internal (Reports from Administration):
 - i) Report: Administrative Staff Report

Moved by Trustee Janisse and seconded by Trustee Macri that the Board receive the Administrative Staff Report on hiring, retirement and resignation of staff dated June 8, 2010 as information. Carried

- ii) Report: Annual Child Care Report

Moved by Trustee Soulliere and seconded by Trustee Holland that the Board receive the Child Care Advisory Committee Annual Report as information. Carried

11. Unfinished Business: None

12. New Business:

- a. Field Trips:
 - i) Report: St. Thomas of Villanova Catholic Secondary School - Field Trip to Monteverde Costa Rica, May 22-29, 2011

Moved by Trustee Keane and seconded by Trustee Macri that the Board approve the St. Thomas of Villanova Catholic Secondary School field trip to Monteverde, Costa Rica, May 22 to 29, 2011. Carried

- ii) Report: Cardinal Carter Catholic Secondary School - Field Trip to Europe-France, Monaco and Italy, March 10 to March 20, 2011

Moved by Trustee Keane and seconded by Trustee Macri that the Board approve the Cardinal Carter Catholic Secondary School field trip to France, Monaco and Italy, March 10 – March 20, 2011. Carried

- b. Report: Board Policy Review (*final approval*) Draft Policy ST:25 Voluntary First Nation, Métis and Inuit Self-Identification

Superintendent Staudt thanked the Original Peoples Education Committee for their assistance in developing this policy.

Moved by Trustee Soulliere and seconded by Trustee Holland that the Board provide final approval to draft new Board Policy ST: 25 Voluntary First Nation, Métis and Inuit Self-Identification Policy.

and, that the Board receive Administrative Procedure Pr ST:25 Voluntary First Nation, Métis and Inuit Self-Identification Policy as information. Carried

- c. Report: Board Policy Review (*final approval*) Draft Policy H:08 Workplace Harassment and Amended Policy H:19 Violence Prevention in the Workplace

Moved by Trustee DiMenna and seconded by Trustee Holland that the Board provide final approval to Draft Amended Board Policies H:08 Workplace Harassment and H:19 Violence Prevention in the Workplace;

and, that the Board receive Administrative Procedure Pr H:08 Workplace Harassment as information;

and, that the Board receive as information Program for Violence Prevention in the Workplace. Carried

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

Moved by Trustee Holland and seconded by Trustee Janisse that the Board defer, in principle, Draft New Board Policy B:08 Facility Partnerships. Carried

- e. Report: Board Policy Review (*approval in principle*) New Policy SC:19 Environmental Education

Trustee Holland requested section 4.1 to include a faith base directive.

Moved by Trustee Porcellini and seconded by Trustee DiMenna that the Board approve, in principle, Draft New Board Policy SC:19 Environmental Education. Carried

- f. Report: 2009-2010 Budget Status Report (*Handout*)

Superintendent Iatonna reported the business department is in daily contact with the Ministry and is not yet in a position to formally report to trustees. Upon finalizing both capital and operating budgets with the Ministry, a report will be forthcoming.

Moved by Trustee Macri and seconded by Trustee Janisse that the Board receive as information the 2009-10 Budget Status Report and approve in principle, subject to final concurrence by the Ministry of Education, the revised expenditure plan to year-end as presented by administration. Carried

13. Committee Reports:

a. Verbal Report: Safety Patrol Committee

Trustee Keane provided trustees with the history and future progress of the Safety Patrol Association and acknowledged and thanked the many committee members and patrollers.

b. Report: High School Council Meeting of April 8, 2010

Moved by Trustee Porcellini and seconded by Trustee DiMenna that the Board receive the report for the April 8, 2010 High School Council meeting as information. Carried

c. Report: Special Education Advisory Committee (SEAC) Meeting of Thursday, April 15, 2010

Moved by Trustee Soulliere and seconded by Trustee DiMenna that the Board receive the Minutes of the April 15, 2010 Special Education Advisory Committee meeting as information. Carried

14. Notice of Motion:

Trustee Macri: *“At the next regular scheduled meeting of the Board, Trustee Macri will move or cause to be moved, to form an enrolment committee composed of trustees and administrative staff to study and assess the issue of declining enrolment and to make recommendations to the board with respect to maintaining and increasing our enrolment compliment.”*

15. Remarks and Announcements:

a. Chairperson Alexander encouraged staff to attend the Summer Institute 2010 and informed trustees of the OCSTA Regional meeting hosted by Windsor-Essex Catholic District School Board on September 15, 2010.

b. Director of Education Berthiaume provided comment on recent activities supporting the Board's strategic priorities namely;
Community Engagement and Partnerships: Attended United Way Director's meeting on May 26; Go for Health Seminar May 27; Day of Champions at Cardinal Carter June 10; Principals' dinner June 10; WECDSB Retirement Dinner June 11; Keynote Speaker at the John McGivney's Children Treatment Centre Annual General Meeting June 22 and Holy Names Catholic Secondary School choir will be performing at the McGivney Centre's Open House June 11 at 1:00 p.m.
Celebrating Achievements: The Council for Exceptional Children Chapter Bursary and Award Winners for 2010 are:

Student Award Winners:

- Karen Villegas from Catholic Central
- Mitchel Nelson from St. Thomas of Villanova
- Kevin Burke from St. Anne High School
- Nicole Markham from Brennan High School

Educator Award Winners

- Marija Kulas from W. J. Langlois
- Bea Patterson from Assumption High School
- Shelley Beleutz from St. James

CEC Chapter Award Winner

- Darlene Kennedy from Catholic Central Secondary School

Published in Leaders and Learners, Canadian Association of School Administrators

- Linda Staudt, Superintendent of Education
- Darlene Kennedy from Catholic Central Secondary School
- Stephanie Houlahan from Catholic Central Secondary School
- Katherine Guenette from Catholic Central Secondary School

- c. Board Chaplain congratulated Superintendent Picard on his appointment as the new Director of Education.

16. Remarks/Questions by Trustees

Trustee Janisse commented on the upcoming high school athletic events.

Trustee Keane informed Trustees that he will be attending the St. John Catholic Elementary School graduation on June 21.

Trustee Porcellini encouraged trustees to visit Catholic Central Secondary School's yard sale June 12 and she will be attending Holy Names Catholic Secondary School graduation.

Trustee Courtney congratulated the award recipients.

Student Trustee Wolinski commented on Catholic Central Secondary School Graduation, Evening of Excellence, the Veterans luncheon; St. Thomas of Villanova Secondary School charity road hockey tournament; and Assumption College School Athletic banquet.

Student Trustee Timperio mentioned the ingoing/outgoing Student Senate retreat June 9.

17. Pending Items

- Draft Board Policy H:07 Selection Process - Principals and Vice Principals (*deferred March 10, 2009*)
- Deferred Report: Play Surface Material Standard – Rubber (*deferred from April 28, 2009*)

18. Continuation of In-Camera, if required. - *The Board re-convened to In-Camera Committee of the Whole meeting following adjournment.*19. Future Board Meetings: *Unless stated otherwise, all meetings will be held at the Windsor Essex Catholic Education Centre - 1325 California Avenue, Windsor with the In-Camera Session beginning at 6:00 p.m. and the Public Session beginning at 7:00 p.m.*

- **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 June 8, 2010 adjourned at 8:34 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:
 June 21, 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 June 21, 2010 for information.

SYNOPSIS:

BACKGROUND COMMENTS:

FINANCIAL IMPACT:

TIMELINES:

APPENDICES:

- Administrative Staff Report dated June 21, 2010

REPORT REVIEWED BY:

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

June 21, 2010

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

| Employee Name | Position | Date |
|---------------|----------|------|
|---------------|----------|------|

HIRING:**RETIREMENT:**

| | | | |
|-------------------|-----------------------|---------------|---------------|
| DiLuca, Nicole | Secondary Teacher | Unassigned | June 30, 2010 |
| Strong, Elizabeth | Educational Assistant | St. Alexander | June 30, 2010 |

RESIGNATION:

| | | | |
|--------------------|-----------------------|------------|---------------|
| Buchenauer, Darcie | Educational Assistant | Unassigned | July 30, 2010 |
| Lopertone, Theresa | Elementary Teacher | Unassigned | June 30, 2010 |
| Wisdom, Carlene | Occasional Teacher | Unassigned | June 1, 2010 |
| Zavaglia, Federica | Secondary Teacher | Unassigned | June 30, 2010 |



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

Meeting Date:
 June 21, 2010

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: **WINDSOR-ESSEX CATHOLIC DISTRICT SCHOOL BOARD:
 ONTARIO SECONDARY SCHOOL LITERACY TEST (OSSLT)
 RESULTS 2010**

RECOMMENDATION:

That the Board receive the Windsor-Essex Catholic District School Board: Ontario Secondary School Literacy Test (OSSLT) Results 2010 report as information.

SYNOPSIS: Highlights of Windsor-Essex Catholic District School Board OSSLT Results for 2010:

- 85% of students taking the test for the first time were successful.
- The success rate for students enrolled in an Academic English Course is 96%. This is the sixth straight year that results from this group are 90% or higher.
- The success rate for students enrolled in an Applied English Course is 62%. This has remained consistent over the past few years.
- The 2010 WECDSB gender gap has narrowed to 5%. The success rate for boys is currently 83% and 88% of the girls are meeting with success on the OSSLT.
- The success rate for WECDSB students with Special Needs (receiving accommodations) increased by 18%, from 36% in 2007 to 54% in 2010.
- The success rate for English Language Learners increased by 62%, from 17% in 2007 to 79% in 2010.

Tracking Student Progress: EQAO Grade 6 Reading in 2006 to OSSLT in 2010 (Attached)

- Of the students who had reached or surpassed the provincial standard (Level 3 or 4) in reading in Grade 6 in 2006, 94% (93% and 95% of those who had achieved Levels 3 and 4 in Grade 6) were successful on the OSSLT.
- Of the students who did not meet the provincial standard (Level 1 and 2) in reading in Grade 6 in 2006, 58% (34% and 69% of those who had achieved Levels 1 and 2 in Grade 6 respectively) were successful on the OSSLT.

BACKGROUND COMMENTS: The Ontario Secondary School Literacy Test (OSSLT) is developed and administered by EQAO. The test assesses the cross-curricular reading and writing skills students are expected to have acquired by the end of Grade 9, as outlined in The Ontario Curriculum. The test was administered in two 75-minute sessions. Students must be successful on the OSSLT, or complete the Ontario Secondary School Literacy Course, to graduate with their Ontario Secondary School Diploma. Sample test questions from the 2010 OSSLT are attached.

Literacy is one of the four foundational pillars within the provincial Student Success Strategy, as well as a key component of both board and school improvement plans. Key board/school strategies implemented during the 2009-2010 school year to support literacy include:

- Detailed analysis of the individual student reports to identify areas of strength and weakness
- Grade 9 Practice Literacy Test to identify students in need of additional support
- Literacy Success teachers implement school wide literacy strategies and provide support to students requiring additional assistance
- School Improvement Teams identified key literacy strategies to be implemented on a school wide basis for the 2009-2010 school year
- Cross-curricular literacy strategies used in content-area classrooms
- Implementation of differentiated instruction strategies
- English Language Learner Support Centre to support English Language Learners in their mainstream classrooms

FINANCIAL IMPACT: Ministry of Education Student Success Funding and Urban and Priority funding used to support the implementation of literacy strategies, Literacy Success Teacher staffing, the purchase of additional resources and ongoing professional development.

TIMELINES: Ontario Secondary School Literacy Test administered April 8, 2010.

APPENDICES:

- Windsor-Essex Catholic District School Board and Provincial OSSLT 6 Year Overview
- Windsor-Essex Catholic District School Board Student Achievement: Grade 6 Achievement and Grade 10 Success
- Sample Questions from the 2010 OSSLT

REPORT REVIEWED BY:

| | | | |
|-------------------------------------|------------------------|----------------|---------------|
| <input checked="" type="checkbox"/> | EXECUTIVE COUNCIL | Review Date: | June 14, 2010 |
| <input checked="" type="checkbox"/> | SUPERINTENDENT | Approval Date: | June 14, 2010 |
| <input checked="" type="checkbox"/> | DIRECTOR OF EDUCATION: | Approval Date: | June 14, 2010 |



April 2010

BOOKLET

1

Ontario Secondary School Literacy Test

SESSION 1

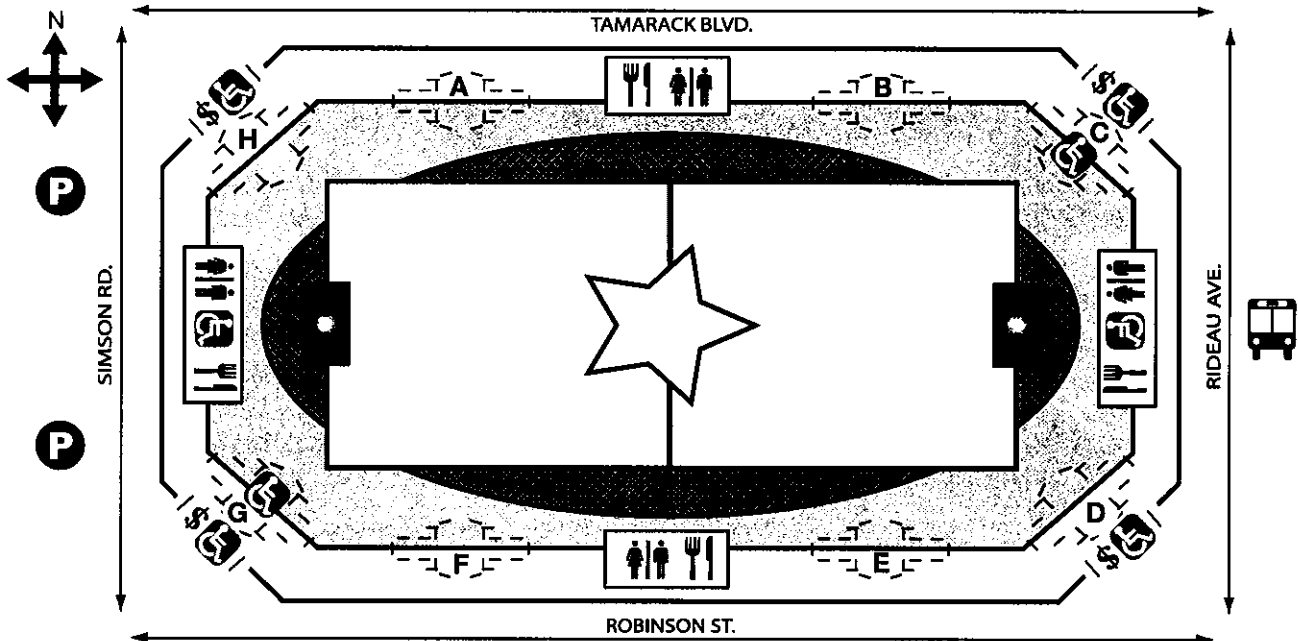
**RELEASED SELECTIONS
AND TEST QUESTIONS**

Read the selection below and answer the questions that follow it.

SportsPlex Stadium Preliminary Design Proposal Submitted to City Council

This first drawing should give you an idea of the design for a multi-purpose sports facility. I will be happy to discuss hiring an engineer to develop a drawing to scale that will include the structure of the stadium's frame. I am looking forward to future discussions with you about design details and cost.

Respectfully, N. Gilmour, Architect



**Bird's-Eye View
 Drawing is not to scale**

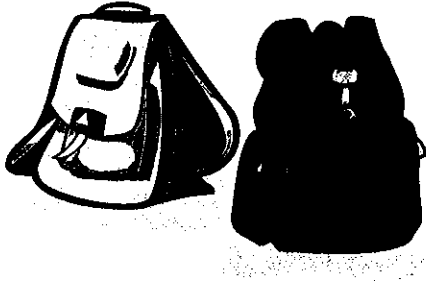
| LEGEND | COST CONSIDERATIONS |
|---|--|
| Main seating area (20 000 seats) | No Cost |
| Track area and extra seating (10 000 seats) | <ul style="list-style-type: none"> Land donation: value of \$1.2 million Existing municipal parking lot |
| Main field | Cost of Current Design |
| Seating area entrance | <ul style="list-style-type: none"> Current seating capacity (15 000): \$4.6 million |
| Sponsor logo (to be determined) | Additional Cost Considerations |
| Megaview video screens | <ul style="list-style-type: none"> Upper balcony seating: \$800 000 VIP box seats and lounge: \$300 000 Rooftop lights: approximately \$100 000 (depending on roof materials) |
| Nearby streets | |
| Washrooms | |
| Wheelchair accessible | |
| Concessions | |
| Ticket booth and stadium entrance/exit | |
| Parking | |
| Bus transportation | |

Multiple-Choice (Record the best or most correct answer on the Student Answer Sheet.)

- 1** The purpose of the italicized text under the title is to provide
- a a reason to hire an engineer.
 - b an explanation of the structure.
 - c an introduction to the proposal.
 - d an overview of the design details.
- 2** In this selection, “Bird’s-Eye View” means
- a a scale view.
 - b a detailed view.
 - c a structural view.
 - d an overhead view.
- 3** What does the ☆ indicate?
- a A star is the city’s trademark.
 - b A company can advertise here.
 - c The roof has a star-shaped opening.
 - d “The Stars” is the name of the sports team.
- 4** The arrows surrounding the building
- a indicate the visitor parking area.
 - b direct spectators to the entrances.
 - c show the streets next to the stadium.
 - d designate the roofline of the stadium.
- 5** On which side of the stadium is the parking located?
- a north
 - b south
 - c east
 - d west
- 6** Which of the following details does N. Gilmour expect to be a topic for future discussions with city council?
- a the purchase of land
 - b the availability of parking
 - c the number of video screens
 - d the cost of including VIP box seats

End of Section XI. Continue to Section XII.

Read the selection below and answer the questions that follow it.



“Mind if we stop in at the store?” asked Jacinta. “I need a newspaper for that civics assignment. If I don’t get it done, I’ll be in a mess.” 1

“Yeah, the last thing you need is another mess,” Dave laughed. 2

Jacinta and Dave stomped on the mat, shaking the snow from their boots. The clerk behind the counter looked up. 3

“Leave your backpacks by the door,” demanded the clerk. 4

“Why?” asked Jacinta. 5

The woman shrugged her shoulders. “That’s the policy.” 6

“But the floor’s slushy,” Jacinta said. “We don’t want our backpacks to get wet.” 7

“I’m sorry, but I can’t let you walk around with your backpacks. We’ve been having problems with theft lately.” 8

“We’re not trying to cause trouble, but . . .” 9

“My calculator is in my bag,” Dave pleaded. “Somebody could steal it. I’d be in trouble if I lost it. What are we supposed to do?” 10

The woman glanced at the puddle spreading around their feet. Her forehead wrinkled and then she smiled. “Well . . . why don’t you put your backpacks behind the counter? The floor’s dry here, so they won’t get wet, and they’ll be safe.” 11

“Sounds good,” Jacinta nodded. “Thanks.” 12

Dave smiled at Jacinta and sent her a knowing glance as he slipped his pack off his back. 13

“Well that’s one mess solved. Now how about that newspaper?”

Written Answer

6 Describe how the store clerk's attitude changes in this selection. Use specific details from the selection to support your answer.

7 Explain whether or not Jacinta and Dave behave appropriately. Use specific details from the selection and your own ideas to support your answer.

Rough Notes

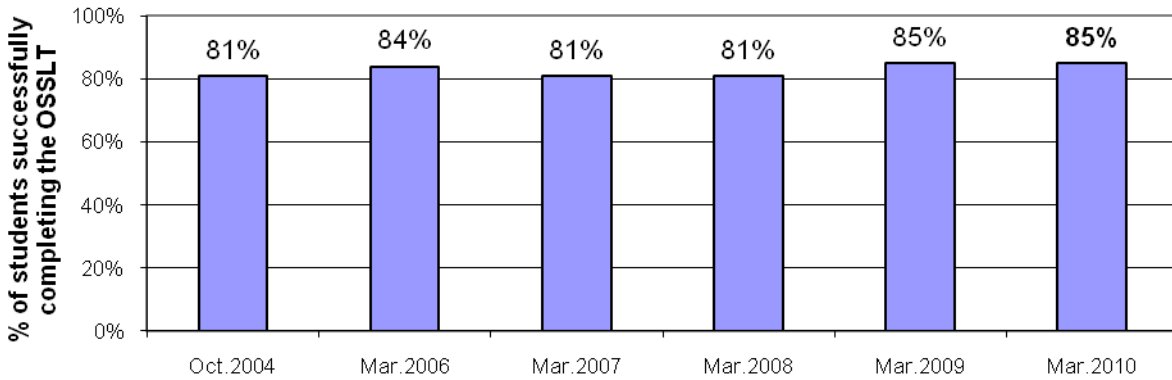
Use the space below for rough notes. Nothing you write in this space will be scored.

End of Section IX. Continue to Section X.

WINDSOR-ESSEX CATHOLIC DISTRICT SCHOOL BOARD

OSSLT: 6-year overview

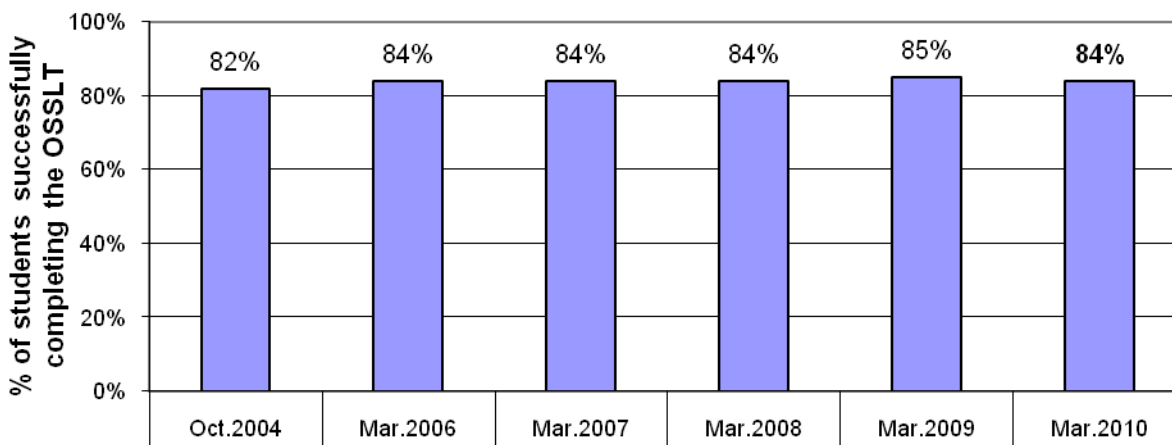
First Time Eligible Students (fully participating)



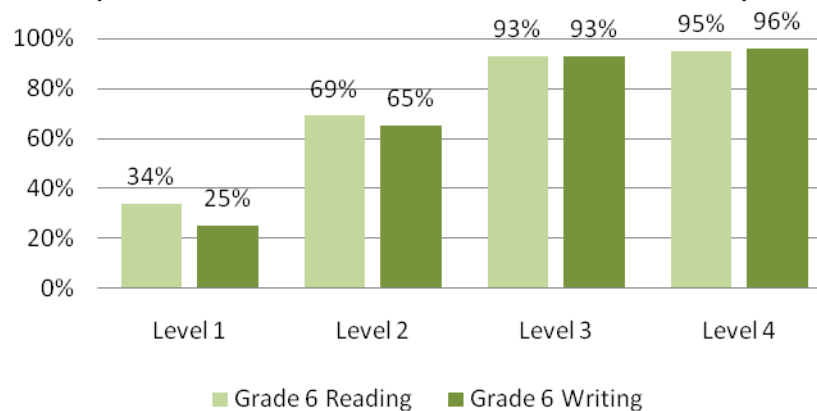
Province

OSSLT: 6-year overview

First Time Eligible Students (fully participating)



**WECD SB Student Achievement
(Grade 6 achievement & Grade 10 success)**





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

| |
|---------------------------------------|
| Meeting Date: June 21, 2010 |
|---------------------------------------|

BOARD REPORT

| | | | | |
|-----------------------|--|-------------------------------------|------------------|--------------------------|
| | Public | <input checked="" type="checkbox"/> | In-Camera | <input type="checkbox"/> |
| PRESENTED FOR: | Information | <input checked="" type="checkbox"/> | Approval | <input type="checkbox"/> |
| PRESENTED BY: | Senior Administration | | | |
| SUBMITTED BY: | Joseph Berthiaume, Director of Education Paul Picard, Superintendent of Education | | | |
| SUBJECT: | JOINT HEALTH AND SAFETY COMMITTEE (JHSC) 2010 ANNUAL REPORT | | | |

RECOMMENDATION:

That the Board receive the Joint Health and Safety Committee (JHSC) 2010 Annual Report as information.

SYNOPSIS: This annual report is being presented to the Board of Trustees in accordance with Board Policy H:06 Health and Safety of Employees.

BACKGROUND COMMENTS: The Board has one central Joint Health and Safety Committee (JHSC) which operates under a "Minister's Order". This order is generated by the Ministry of Labour, which is the authority having jurisdiction for workplace health and safety. This order sets out specific guidelines as to how the committee operates.

Organizational Structure of JHSC:

This committee is comprised of seven "worker" representatives and seven "management" representatives. The meetings are "co-chaired", the worker and management co-chair's alternate meetings.

Worker members of the committee are comprised of the following:

- two representatives from CUPE
- two representatives from CAW
- one representative from OECTA Secondary
- one representative from OECTA Elementary
- one representative from OECTA Occasional

Management members of the committee are comprised of the following:

- two representative from Human Resources
- three representatives from the Principal Association
- one representative from the Administrative Assistants Group
- one representative from Facilities Services Dept

A secretary is assigned to the committee to take minutes.

The Joint Health and Safety Committee meets monthly from September to June. The committee reviews accident reports, workplace inspection issues and programs and forwards recommendations to management on various ways to improve health and safety in the workplace.

During the 2009/2010 school year, the committee assisted the board in the following areas:

- providing annual training of workplace site safety representatives
- formalization of a monthly workplace inspection forms that are generated by school principals and forwarded to the Health and Safety Department. As a part of the process the worker members of the JHSC automatically receive copies
- developed and implemented a plan to achieve compliance with Ontario's new Violence in the Workplace legislation (Bill 168)
- finalization of a slip, trip and fall prevention program that includes a brochure highlighting safe practices, as well traction devices that can be fasten to employees footwear have been purchased
- continued implementation of the second phase of the training for the Board's Emergency Response Program

FINANCIAL IMPACT: N/A

TIMELINES: The next Annual Report will be submitted in June 2011.

APPENDICES: None

REPORT REVIEWED BY:

| | | | |
|-------------------------------------|------------------------|----------------|---------------|
| <input type="checkbox"/> | EXECUTIVE COUNCIL | Review Date: | -- |
| <input checked="" type="checkbox"/> | SUPERINTENDENT | Approval Date: | June 16, 2010 |
| <input checked="" type="checkbox"/> | DIRECTOR OF EDUCATION: | Approval Date: | June 16, 2010 |



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

| |
|---------------------------------------|
| Meeting Date: June 21, 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
 Mario Iatonna, Superintendent of Business
 Paulette Littlejohns, Senior Manager Facilities and Support Services
SUBJECT: **SUMMER JOBS AND FOCUS ON YOUTH PROGRAM 2010**
RECOMMENDATION:

That the Board receive as information, the listing of Summer Jobs and Focus on Youth Program for students, 2010.

SYNOPSIS: Students are hired each summer for landscaping and other outdoor projects. For the second year, the Board received a Focus on Youth Grant to provide day camp experiences for the youth of our communities and leadership/employment opportunities for our secondary school students.

BACKGROUND COMMENTS: Each year the Board applies for various grants to provide summer employment for youth. Traditionally these grants have been used to enhance the curb appeal of our facilities. The Board has hired 24 students for this purpose. (Appendix attached).

The Focus on Youth grant has allowed the Board, in consultation and partnership with various not-for-profit groups to hire 104 students. (Appendices attached). The grant will also allow for additional hiring on the part of the partner groups in that the Board is providing some Facility cost relief through the grant. Secondary school principals and guidance departments were requested to encourage students to apply for these summer employment opportunities especially those students who would greatly benefit from the leadership training and the summer camp environment. Students applied to the summer camps of their choice and the successful applicants were chosen by the respective community partner. Student applications were also available on the Board's website. Students will be employed as Student Program Counsellors/Leaders for Community Organizations.

FINANCIAL IMPACT: The approximate hourly cost subsidy payable by the Board for the facilities summer program is \$2.00 per hour. The Focus on Youth summer program is fully funded through the grant.

TIMELINES: Student Summer Jobs will commence in June and July for 6-8 weeks.

APPENDICES:

- Summer Grant Requests for 2010
- Focus on Youth Summer Program 2010

REPORT REVIEWED BY:

- EXECUTIVE COUNCIL
- SUPERINTENDENT
- DIRECTOR OF EDUCATION:

Review Date:
Approval Date: June 16, 2010
Approval Date: June 16, 2010

PROJECTED 2009-10 SUMMER STUDENT COSTS:

| Position Title | Costs to be incurred | | | | | | | Funding to be received | | | | |
|---|----------------------|---------|--------|----------|----------|----------------|------------------|------------------------|---------|--------|----------|---------------------------------|
| | # positions | # weeks | Hrs/wk | Pay rate | Wages | Benefits @ 10% | Total | # positions | # weeks | Hrs/wk | Pay rate | Total |
| Office assistant | 3 | 7 | 30 | \$ 12.00 | \$ 7,560 | \$ 756 | \$ 8,316 | 2 | 7 | 25 | 2.00 | \$ 700 |
| | | | | | | | | 1 | 7 | 30 | | 2,678 |
| Grounds crew leader | 1 | 8 | 35 | 11.50 | 3,220 | 322 | 3,542 | 1 | 7 | 25 | 2.00 | 350 |
| Grounds crew | 10 | 8 | 35 | 10.25 | 28,700 | 2,870 | 31,570 | 10 | 7 | 25 | 2.00 | 3,500 |
| Student labourer | 2 | 8 | 35 | 10.25 | 5,740 | 574 | 6,314 | 2 | 7 | 25 | 2.00 | 700 |
| Mechanical/Electrical equipment auditor | 3 | 8 | 35 | 12.00 | 10,080 | 1,008 | 11,088 | 3 | 7 | 25 | 2.00 | 1,050 |
| Facilities Services inventory students | 2 | 8 | 35 | 10.25 | 5,740 | 574 | 6,314 | 2 | 7 | 25 | 2.00 | 700 |
| Business Dept - Accounting student | 1 | 8 | 35 | 10.25 | 2,870 | 287 | 3,157 | 1 | 7 | 25 | 2.00 | 350 |
| Business Dept - Office student | 1 | 8 | 35 | 10.25 | 2,870 | 287 | 3,157 | 1 | 7 | 25 | 2.00 | 350 |
| Transportation Dept student | 1 | 8 | 35 | 10.25 | 2,870 | 287 | 3,157 | 1 | 7 | 25 | 2.00 | 350 |
| | | | | | | | <u>\$ 76,615</u> | | | | | <u>\$ 10,728</u> |
| | | | | | | | | | | | | Net Board cost <u>\$ 65,887</u> |

Note: 2 other positions are being considered, pending funding approval from New Beginnings. These positions would be 100% funded; therefore, no Board cost

Focus on Youth Summer Program 2010

| Focus on Youth Program | | | | Summer of 2010 | | |
|--|--|------------------------------|------------------------------|--|--------------------------|----------------------|
| Organization | Name of Program | School site preferred | Participant age range | Anticipated # of Student Placements | Program date/days | Program Hours |
| Windsor-Riverside Athletic Association | Riverside Athletic Basketball Camp | Holy Names HS | Grade 4-6 & 6-8 | 10 | M-F Aug 9 - Aug 13 | 8am - 4pm |
| Riverside Basketball Association | Riverside Basketball Camp | FJ Brennan HS | Grade 4-6 & 6-8 | 10 | M-F Jul 26 - Jul 30 | 8am - 5pm |
| Riverside Fun Camp | Riverside Fun Camp | St. Joseph HS | Grade 4-6 & 6-8 | 10 | M-F Jul 5 - Aug 13 | 8am - 5pm |
| Riverside Fun Camp | Riverside Fun Camp | St. John Vianney | Early - Gr 3 & 4-8 | 10 | M-F Jul 5 - Aug 13 | 8am - 5pm |
| Tecumseh Saints | Tecumseh Saints Summer Sports Camp | St. Anne HS | Early - Gr 3 & 4-8 | 8 | M-F July 5 - Aug 13 | 8am - 3pm |
| Whole Note Music Therapy Services | Therapy Express: A Music, Art, Drama Program for Youth & Adults with Special Needs | St. Christopher | All | 3 | M-F Jul 5 - Aug 13 | 830am - 1230pm |
| Youth & Family Resource Network of Essex County | Harrow Youth Centre Summer Fun Camp | St. Anthony | Early - Gr 3 & 4-8 | 3 | M-F Jul 5 - Aug 13 | 830am - 530pm |
| Core City Hoops | Core City Hoops Open Gym | Assumption HS | Grade 3-6 & 6-8 | 6 | M-F Jul 5 - Aug 13 | 9am - 3pm |
| Multicultural Council of Windsor & Essex County | Summer Student Ambassador Club | ICS | Early - Gr 8 | 2 | M,W,F Jul 5 - Aug 13 | 12pm - 4pm |
| Town of LaSalle, Department of Culture and Recreation | Focus on Youth Leader-in-Training Program | Holy Cross | Gr 6-5 | 8 | M-F Jul 5 - Aug 13 | 8am - 5pm |
| University of Windsor | Lancer Camps | St. Denis Centre | All | 10 | M-F Jul 5 - Aug 13 | 830am - 430pm |
| Autism Services Inc | ASI Summer Program 2010 | Notre Dame | Gr 4-12 | 4 | M-F Jul 5 - Aug 13 | 8am - 4pm |
| Autism Services Inc | ASI Summer Program 2010 | Holy Name Essex | Gr 4-12 | 2 | M-F Jul 5 - Aug 13 | 8am - 4pm |
| WECD SB | Mock Trial | Holy Names HS | Gr 9-12 | 1 | Aug 3 - Aug 13 | 8:30 - 12:30 |
| Assumption Camp | | Assumption | Gr 3-8 | 8 | M-Th Jul 5 - Aug 13 | 930 - 230 |
| Computer Camp | LDAO | Our Lady of Mount Carmel | | 2 | M-Th Jul 5 - Jul 23 | 9am - 12pm |
| Computer Camp | LDAO | Holy Name Essex | | 2 | M-Th Jul 26 - Aug 13 | 9am - 12pm |
| Board Literacy Camp | | Our Lady of Mount Carmel | | 5 | M-Th Jul 5 - Jul 29 | 9am - 12pm |

Totals

104



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

Meeting Date:
 June 21, 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

SUBJECT: **ST. THOMAS OF VILLANOVA SECONDARY SCHOOL –
 - Field Trip Quebec City, February 11 to 15, 2011**

RECOMMENDATION:

**That the Board approve the St.Thomas of Villanova’s Catholic
 Secondary School’s field trip to Quebec City, February 11 to 15, 2011**

SYNOPSIS: In accordance with Board Policy SC:04 Field Trips, this report seeks Board approval for approximately 30 secondary students to travel to Quebec City for the purpose of curriculum enrichment and academic courses. Students will attend Mass on Sunday at the Basilica of Ste-Anne-De-Beaupre.

BACKGROUND COMMENTS: This field trip request is in compliance with the Field Trip policy.

FINANCIAL IMPACT: \$925.00 per student

TIMELINES: February 11 to 15, 2011

APPENDICES:

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

REPORT REVIEWED BY:

| | |
|--|------------------------------|
| <input checked="" type="checkbox"/> EXECUTIVE COUNCIL | Review Date: June 14, 2010 |
| <input checked="" type="checkbox"/> SUPERINTENDENT | Approval Date: June 14, 2010 |
| <input checked="" type="checkbox"/> DIRECTOR OF EDUCATION: | Approval Date: June 14, 2010 |



Windsor-Essex Catholic District School Board Field Trip Approval Form

June 9, 2010 2:20:29 PM

SC:04 Form A 2008 v.1

Send

Subject: Field Trip/Excursion Approval Form

From: Dino Quenneville

To: Beth Marshall

Kathy Furlong

Maggie Beneteau

Teacher: Maggie Beneteau

School: St Thomas of Villanova

Destination Name: Quebec City

Name of Carrier: Great Canadian Holiday ...

Mode of Transportation: coach

Travel Company Involved: Explorica

Departure Date: Feb 11, 2011

Return Date: Feb 15, 2011

Time of Departure from School: 6:00 a.m.

Approximate Time of Return to School: 9:00 p.m.

Number of Male Students: 15

Number of Female Students: 15

Total Cost Per Student: \$925

Personal Cost Per Student: \$925

Grade of Students: 10-11-12

Number of Supervisors: Male: 2 Female: 1

Purpose of Trip/Excursion: History/Language practise/Geography/Hospitality

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

To experience and practise communicating in French in an entirely french environment.

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

Students must be enrolled in Language or Hospitality course.

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

ISU presentations.

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

-Attend Mass in French at St Anne-de-Beaupré Cathedral on Sunday Feb.13, a.m.

Date Submitted: May 21, 2010

Teacher: Maggie Beneteau

Approval Date: May 25, 2010

Principal: Kathy Furlong

Approval Date: Jun 9, 2010

Superintendent: Jamie Bumbacco

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 Thomas Of Villanova Secondary School
Carnaval de Québec
Languages/Arts/ Histoire /Hospitality
Feb 11-15, 2011
Proposed Itinerary**

Day One Friday Feb. 11, 2011

- 6:00 a.m.** Great Canadian Holiday & Coaches Motorcoach (1 X 47 passenger) to arrive at the school.
KEATING EDUCATIONAL TOURS REQUIRES THAT THE CARRIER WILL PROVIDE DRIVERS IN FULL COMPLIANCE WITH THE NEW JANUARY 1, 2007 TRANSPORT CANADA REGULATIONS.
- 6:30 a.m.** Depart from school. Students to bring a lunch from home. Meal and rest stops are made en route.
Travelling all day.
- 6:30 p.m. Arrive to Québec City. Meet Tour Guide. Check-in at Hôtel (within the walled city)
- 8:00 p.m. Dinner
- 9:30 p.m. Back at hotel for Overnight.

Day Two Saturday February 12

- 8:30 a.m.** Breakfast is at a local restaurant, within walking distance of hotel.
- 9:30 a.m.** Historical animation of **Upper Town** conducted by your Animateur. Students are captivated by the narrow winding streets and vintage stone buildings within the old walls.
- 10:30 a.m.** Walk up to the Plains of Abraham for Quebec Winter activities (Admission is included).
- 12:00 p.m.** There students are given FREE TIME for LUNCH (on their own) and/or exploring the Winter Carnival activities.
Own arrangements for lunch. Some suggestions for restaurants are *Croissant Plus, Chez Temporel, Le Casse Crepe Breton* or *La Nouvelle France*.
** Suggested activity- St-Hubert sleigh Race
Students who want to make a quick stop at the hotel before their free time will be accompanied by Mme Bénéteau.
- ** 2:00 p.m. Suggested activity - Snow Bath at Plains of Abraham Park
- 3:00 p.m.** EVERYONE meets back to Hotel to freshen up for Dinner at Cabane à Sucre (Sugar Shack).

5:00 p.m. Board the bus at Hotel Lobby for **Lac Beauport - La cabane à Sucre** (Sugar Shack).

-2-

5:30 p.m. Supper is at **Erabliere du Lac Beauport**. Students enjoy a hearty meal complete with traditional music and entertainment. (418-849-0066).

9:30 p.m. Board the bus and return to your hotel.

Overnight at Hotel.

(Night supervision has been arranged from 10:00pm-6:00am.)

KEATING EDUCATIONAL TOURS LTD

Day Three Sunday February 13

8:00 a.m. Breakfast .

9:00 a.m. Drive through the lovely countryside of **Cote de Beaupré** along le **Chemin Royale**, Canada's oldest road.

10:00 a.m. Attend Sunday Mass at the **Basilica of Ste-Anne-de-Beaupre**, (418-827-3781).

11:00 a.m. Board bus for Picture stop at **Montmorency Falls** and Drive-through tour of **L'Université de Laval**.

12:00 p.m. Arrive at **Place Laurier Shopping mall**.

Own arrangements for lunch at Place Laurier. Time may permit for some shopping following lunch.

2:30 p.m. Board bus to return to **hotel** to change for **Village des Sports**

4:00 p.m. Board the bus for **Valcartier-Village des Sports**-put on snow clothes.

4:30 p.m. Arrive at **Village Valcartier**. Students choose from inner tubes and carpet slides, snow rafting, tornado trails and ice skating paths. We recommend that students bring their own skates (skate rental available on site but not included in the price).

4:45 p.m. Dinner at **Village des Sports, Valcartier**.

Evening- Enjoy more inner-tubing and ice skating at the **Village des Sports**.

9:30 p.m. Board the bus for Upper Town.

Overnight at *Hotel*.

(Night supervision has been arranged from 10:00pm-6:00am.)

Day Four Monday February 14

8:00 a.m. Breakfast.

9:00 a.m. **'Spirit of Lower Town' tour** (dress warmly). Your Animateur takes

- students back in time as they explore **Place Royale, Notre-Dame-des-Victoires**, Batterie Royale and rue **Petit Champlain**.
- 10:00 a.m.** Independent activities: small interest groups led by teachers can explore Upper Town, shop for souvenirs along Rue du Tresor or choose from a number of on site educational activities provided by your guide. (Free
- 3-
- time in the Old City).
- 11:00 a.m.** Return to hotel to drop off snow clothing and pack for early departure tomorrow morning.
- 12:00 p.m.** Board the bus and depart for **Les Galeries de la Capitale** shopping mall with indoors amusement park/skating rink. Own arrangements for lunch in the food court. Enjoy an afternoon of shopping and amusements at *Les Galeries de la Capitale*.
- 4:00 p.m.** Board the bus and return to your hotel to freshen up.
- 6:00 p.m.** Dinner
- 7:30 p.m.** Students enjoy an evening of **Improv** at the **Centre International de Sejour de Québec** . No scripts, no lines, no scenes, just all the spontaneity and surprises you can expect from an improv evening, with an interactive twist to keep the audience on their toes. Improv games are in English and in French.
- 9:00 p.m.** Group takes one last stroll through the Old City.
- 10:00 p.m.** Walk back to your hotel.
Overnight at *Hotel*.
**Students make sure they are packed for early a.m.departure.
(Night supervision has been arranged from 10:00pm-6:00am.)

Day Five : Tuesday February 15

- 8:00 a.m.** Breakfast is at *Au Petit Coin Breton* on rue St-Jean.
- 9:30 a.m.** Board the bus with luggage and depart for LaSalle. Own arrangements for lunch and dinner en route.
- 10:30 p.m.** Arrive at St Thomas Of Villanova Secondary School.
It is recommended that upon our return, students contact their parents (via their cell phones) when we pass Tilbury so parents can be waiting at school upon our arrival. The Explorica. Toronto office will be notified as to what time we leave Québec City. Please contact Explorica before 4:00 p.m.

Included:

- 4 Breakfasts
- 4 Dinners
- Hotel Accommodations within the walled city (Eg:Hotel Acadia) (Doubles and Quads)

All transportation mentioned in Itinerary
 Admission to: Musée de la Civilisation
 Sugar Shack (dinner, Tour and entertainment)
 Carnaval Park Admission
 Village Valcartier (dinner and tubing all evening)
 2 Keating Guided Tours in Old Québec - Upper Town
 - Spirit of Lower Town includes:

-4-

Place Royale
 Notre Dame des Victoires
 Rue Petit-Champlain
 L'Escalier Casse-cou
 Driving Tour of the Beaupré Coast
 St Anne de Beaupré Mass and Tour
 Visit *Chutes Montmorency* (Montmorency Falls)
 Visit *Galleries de la Capitale* (Mall with indoor amusement park/skating rink)
 Drive through Tour of *L'Université de Laval*
 Bilingual Improv Game Show (involving Villanova students)
 Night Supervision

Parent Information Meeting (attendance if optional but recommended/ students are welcome):

Tuesday June 8, 2010: 5:30 PM, ROOM 103, at St Thomas of Villanova

Student Info Meetings: TBA, next school year

**If you need any clarification BEFORE or after the Parent Information meeting, please contact MME BENETEAU at school for additional information and I will return your call : ph: (519) 734-6444 # 340

Cost: \$925

Installment #1:

\$225 Due Tuesday June 22th, 2010

-Cheque written to St Thomas of Villanova S. School

Installment #2

\$500 Due Tuesday September 28 , 2010

-Cheque written to St Thomas of Villanova S. School

Installment #3

\$200 (subtract anything raised)Tuesday October 26,2010

-Cheque written to St Thomas of Villanova S. School



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

Meeting Date:
June 21, 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

SUBJECT: **ST. THOMAS OF VILLANOVA SECONDARY SCHOOL –
- Field Trip Bowling Green, Ohio, November 26-28, 2010.**

RECOMMENDATION:

**That the Board approve the St.Thomas of Villanova’s Catholic
Secondary School’s field trip to Bowling Green, Ohio, November 26-28,
2010.**

SYNOPSIS: In accordance with Board Policy SC:04 Field Trips, this report seeks Board approval for approximately 20 secondary students to attend a 3 day-trip to Bowling Green, Ohio.

BACKGROUND COMMENTS: The students will be participating in the 34th Annual Thanksgiving Invitational Hockey Tournament.

FINANCIAL IMPACT: \$60.00 per student

TIMELINES: November 26 – 28, 2010

APPENDICES:

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

REPORT REVIEWED BY:

| | |
|--|------------------------------|
| <input checked="" type="checkbox"/> EXECUTIVE COUNCIL | Review Date: |
| <input checked="" type="checkbox"/> SUPERINTENDENT | Approval Date: June 15, 2010 |
| <input checked="" type="checkbox"/> DIRECTOR OF EDUCATION: | Approval Date: June 15, 2010 |



Windsor-Essex Catholic District School Board Field Trip Approval Form

June 15, 2010 11:36:46 AM

SC:04 Form A 2008 v.1

Subject: Field Trip/Excursion Approval Form

From: **Dino Quenneville**

To: **Beth Marshall**

Kathy Furlong
 Grant O'Keefe

Teacher: Grant O'Keefe School: St. Thomas of Villanova

Destination Name: Bolwing Green State University Name of Carrier: n/a

Mode of Transportation: school bus Travel Company Involved: n/a

Departure Date: Nov 26, 2010 Return Date: Nov 28, 2010

Time of Departure from School: 3:00 PM Approximate Time of Return to School: 5:00 PM

Number of Male Students: 20 Number of Female Students: 0

Total Cost Per Student: \$60 Personal Cost Per Student: \$60

Grade of Students: 9-12 Number of Supervisors: Male: Female:

Purpose of Trip/Excursion: Particiapte in the 34th Bowling Green Invitational Hockey Tournament

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

This is for the Senior Boy's Hockey Team

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

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

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

Attend mass on Sunday at St. Aloysius Catholic Church at 10am.

Date Submitted: Jun 9, 2010 Teacher: Grant O'Keefe

Approval Date: Jun 15, 2010 Principal: Kathy Furlong

Approval Date: Jun 15, 2010 Superintendent: Jamie Bumbacco

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.

Bowling Green 34th Annual Thanksgiving Invitational Tournament

Hotel: Best Western Falcon Plaza
1450 East Wooster St.
Bowling Green, [OH 43402](#)
United States (USA)
Phone: 419.352.6471

Arena: BGSU Ice Arena
417 North Mercer Road
Bowling Green, OH 43403-0035
Phone: 419.372.2264

November 26-28

Itinerary

Friday November 26th

| | |
|-------------|------------------------------|
| 3:00 | Depart for Bowling Green |
| 5:00 | Team Dinner |
| 7:30 | Depart for game |
| 8:00 -10:00 | Game #1 vs. Bowling Green |
| 12:00 | Return to hotel – lights out |

Saturday November 27th

| | |
|-------------|-----------------------------|
| 9:00 | Wake-up call |
| 9:00-10:00 | team breakfast |
| 10:00-11:00 | tour of athletic facilities |
| 12:00-1:00 | team lunch |
| 1:00-2:00 | pre-game nap |
| 3:30 | depart for game #2 |
| 5:30-7:30 | Game #2 v. Findlay |
| 8:00 | Team dinner Olive Garden |

Sunday November 28th

| | |
|-------|--|
| 9:30 | wake-up |
| 10:00 | Attend Mass as a team – St. Aloysius Catholic Church |

| | |
|--|---------------------------------|
| 150 S. Enterprise St. Bowling Green Ohio | |
| 12:00 | check out of hotel / team lunch |
| 3:00 | Game v. Nordonia |
| 5:00 | return to Villanova e.t.a. 7:00 |



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

Meeting Date:
 June 21, 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
 Emelda Byrne, Assistant Superintendent of Education
 Sharon O'Hagan-Wong, Assistant Superintendent of Education
 JoAnne Shea, Assistant Superintendent of Education
 Colleen Norris, Manager of Human Resources & Policy Development

SUBJECT: POLICY DEVELOPMENT AND REVIEW:
 – **AMENDED POLICY ST:23 ASSESSMENT, EVALUATION AND REPORTING - GRADES 1 TO 12**

RECOMMENDATION:

That the Board approve, in principle, Draft Amended Board Policy ST:23 Assessment, Evaluation and Reporting - Grades 1 to 12.

SYNOPSIS: Draft Policy ST:23 Assessment, Evaluation and Reporting - Grades 1 to 12 amends existing Board Policy ST:23 K - 12 Assessment and Evaluation, and is recommended for approval in principle.

BACKGROUND COMMENTS:

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

Source and Rationale for the Proposals: Board Policy ST:23 *K - 12 Assessment and Evaluation* was first approved by the Board on June 23, 2008. The policy was originally scheduled for review in the 2010/2011 policy review cycle. However, the Ministry of Education recently released its *Growing Success* initiative that is intended to update, clarify, consolidate and coordinate ministry policy for assessing, evaluating and reporting student learning. Accordingly, the current policy was reviewed by a Policy Working Subcommittee to ensure compliance with the Ministry's framework. The Subcommittee, consisting of Cathy Geml, Emelda Byrne, Sharon O'Hagan-Wong, JoAnne Shea, Suzanne Garneau, Kelly Power, Janette Yacoub, Colleen Norris, reviewed the requirements of *Growing Success* document and the proposed amendments resulting from that review are highlighted in the attached draft policy.

Results of Public Consultation Process: The draft policy was 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. The current administrative procedures pertaining to secondary assessment, evaluation and reporting will be updated. An elementary procedure will be developed and existing guidelines revised.

Timetable For Implementing Policy and Procedure: The policy shall be implemented upon final approval in August with training beginning in the fall.

Benefits of the Policy Proposals: The further development of a policy that reinforces the Board's commitment to improved student learning for all students.

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 and made available on the Board's website. Beginning in September 2010, assessment, evaluation, and reporting in Ontario schools will be based on the policies and practices described in the *Growing Success: Assessment, Evaluation, and Reporting in Ontario Schools, First Edition, Covering Grades 1 - 12, 2010* document.

FINANCIAL IMPACT: N/A

TIMELINES: The draft amended policy will be presented for final Board approval at the August 31, 2010 Regular Board Meeting.

APPENDICES:


- Draft Amended Policy ST:23 Assessment, Evaluation and Reporting - Grades 1 to 12

On-Line References:

- Ministry of Education Policy Document: *Growing Success: Assessment, Evaluation, and Reporting in Ontario Schools, First Edition, Covering Grades 1 - 12, 2010*
<http://www.edu.gov.on.ca/eng/policyfunding/growSuccess.pdf>

REPORT REVIEWED BY:

| | | | |
|-------------------------------------|------------------------|----------------|---------------|
| <input checked="" type="checkbox"/> | EXECUTIVE COUNCIL | Review Date: | June 14, 2010 |
| <input checked="" type="checkbox"/> | SUPERINTENDENT | Approval Date: | June 14, 2010 |
| <input checked="" type="checkbox"/> | DIRECTOR OF EDUCATION: | Approval Date: | June 14, 2010 |



Windsor-Essex Catholic District School Board

Section: Students

POLICY ST: 23
Assessment, Evaluation and Reporting - Grades 1 to 12

| | |
|-------------------|----------------|
| NUMBER: | ST: 23 |
| EFFECTIVE: | June 23, 2008 |
| AMENDED: | DRAFT |
| RELATED POLICIES: | See References |
| REPEALS: | |
| REVIEW DATE: | DRAFT |

DRAFT

1.0 OBJECTIVE:

1.1 The Windsor Essex Catholic District School Board is committed to improving student learning through sound assessment ~~and~~ evaluation ~~and~~ reporting practices. This policy provides support for teachers in assessing and evaluating student achievement as they assist all students to develop their capabilities the framework for the *Assessment, Evaluation and Reporting, Grades 1 - 12* document to improve student learning in a Christ-centred and student-driven learning environment.

2.0 DEFINITIONS:

2.1 Assessment

~~Assessment is the process of gathering information from a variety of sources (including assignments, day to day observations, conversations or conferences, demonstrations, homework, projects, performances, and tests) that accurately reflect how well a student is achieving the curriculum expectations in a subject/course.~~

Assessment is the process of gathering, from a variety of sources, information that accurately reflects how well a student is achieving the curriculum expectations in a subject or course.

2.2 Evaluation

~~Evaluation refers to the process of judging the quality of student work based on established criteria, and assigning a value to represent that quality.~~

Evaluation is the process of judging the quality of student learning on the basis of established criteria and assigning a value to represent that quality. Evaluation is based on assessments of learning that provide data on student achievement at strategic times throughout the grade/subject/course, often at the end of a period of learning.

2.3 Reporting

Reporting provides feedback formally or informally on student achievement to students and parents.

Renumbered from 2.5 in original policy - text unchanged.

POLICY ST: 23 Assessment, Evaluation and Reporting - Grades 1 to 12 DRAFT

2.4 Types of Assessment and Evaluation:**~~Diagnostic Assessments (Assessment for Learning)~~**

~~Diagnostic assessments provide opportunities for teachers to design and/or modify instruction in order to best accommodate student learning. Diagnostic assessment data will not be used in the determination of midterm or final grades for inclusion on Provincial Report Card.~~

~~Formative Assessment and Evaluation (Assessment for Learning)~~

~~Teachers will use ongoing assessment and evaluation activities (quizzes, teacher/student conferences, etc.) to monitor student achievement and provide feedback to improve teacher instruction and enhance student learning.~~

~~Summative Assessment and Evaluation (Assessment of and as Learning)~~

~~Summative evaluation will occur at the conclusion of a block of learning and focus on student achievement and program effectiveness.~~

Assessment as Learning (Diagnostic Assessments)

Assessment as learning is the process of developing and supporting student metacognition. Students are actively engaged in this assessment process: that is, they monitor their own learning; use assessment feedback from teacher, self and peers to determine next steps; and set individual learning goals. Assessment as learning requires students to have a clear understanding of the learning goals and the success criteria. Assessment as learning focuses on the role of the student as the critical connector between assessment and learning. (Adapted from Western and Northern Canadian Protocol for Collaboration in Education, 2006, p. 41)

Assessment for Learning (Formative Assessment and Evaluation)

Assessment for learning is the ongoing process of gathering and interpreting evidence about student learning for the purpose of determining where students are in their learning, where they need to go, and how best to get there. The information gathered is used by teachers to provide feedback and adjust instruction and by students to focus their learning. Assessment for learning is a high-yield instructional strategy that takes place while the student is still learning and serves to promote learning. (Adapted from Assessment Reform Group, 2002.)

Assessment of Learning (Summative Assessment and Evaluation)

Assessment of learning is process of collecting and interpreting evidence for the purpose of summarizing learning at a given point in time, to make judgements about the quality of student learning on the basis of established criteria, and to assign a value to represent that quality. The information gathered may be used to communicate the student's achievement to parents, other teachers, students themselves, and others. It occurs at or near the end of a cycle of learning.

POLICY ST: 23 Assessment, Evaluation and Reporting - Grades 1 to 12 DRAFT

2.5 Accommodations

~~Accommodations are strategies and supports that may be applied to the curriculum, assessment strategies, and/or instruction to enable students to be successful.~~

Accommodations are special teaching and assessment strategies, human supports, and/or individualized equipment required to enable a student to learn and to demonstrate learning. The provincial curriculum expectations for the grade are not altered for a student receiving accommodation.

2.6 Modifications

Modifications are changes made to the age-appropriate grade-level expectations for a subject or course in order to meet a student's learning needs.

3.0 GUIDING PRINCIPLES:

- 3.1 ~~In our Catholic schools, we are~~ The Board is committed to assisting students in achieving the distinctive Ontario Catholic Graduate Expectations by promoting both spiritual and intellectual growth. Assessing and evaluating students require Catholic educators to integrate fundamental principles which best reflect our Gospel values and respect the uniqueness of each individual within the community
- 3.2 The following seven fundamental principles lay the foundation for rich and challenging practice. When these principles are fully understood and observed by all teachers, they will guide the collection of meaningful information that will help inform instructional decisions, promote student engagement, and improve student learning.

The primary purpose of assessment and evaluation is to improve student learning. In order To ensure that assessment, and evaluation and reporting are valid and reliable, and that they lead to the improvement of student learning for all students, teachers must use assessment and evaluation strategies use practices and procedures that:

- ~~1. address both what students learn and how well they learn;~~
- ~~2. are based both on the categories of knowledge and skills and on the achievement level descriptions given in the achievement chart;~~
- ~~3. are varied in nature, administered over a period of time, and designed to provide opportunities for students to demonstrate the full range of their learning;~~
- ~~4. are appropriate for the learning activities used, the purposes of instruction, and the needs and experiences of students;~~
- ~~5. are fair to all students;~~
- ~~6. accommodate the needs of students with special education needs, consistent with the strategies outlined in their Individual Education Plan;~~
- ~~7. accommodate the needs of students who are learning the language of instruction;~~
- ~~8. ensure that each student is given clear directions for improvement;~~
- ~~9. promote students' ability to assess their own learning and to set specific goals;~~
- ~~10. include the use of samples of students' work that provide evidence of their~~

POLICY ST: 23 Assessment, Evaluation and Reporting - Grades 1 to 12 DRAFT

achievement;

11. ~~are communicated clearly to students and parents at the beginning of the course or the school term and at other appropriate points throughout the school year.~~
1. are carefully planned to relate to the curriculum expectations and learning goals and, as much as possible, to the interests, learning styles and preferences, needs, and experiences of all students;
2. are ongoing, varied in nature, and administered over a period of time to provide multiple opportunities for students to demonstrate the full range of their learning;
3. are fair, transparent, and equitable for all students;
4. support all students, including those with special needs, those who are learning the language of instruction (English or French), and those who are First Nation, Métis, or Inuit;
5. provide ongoing descriptive feedback that is clear, specific, meaningful, and timely to support improved learning and achievement;
6. develop students' self-assessment skills to enable them to assess their own learning, set specific goals, and plan next steps for their learning;
7. are communicated clearly to students and parents at the beginning of the school year or course and at other appropriate points throughout the school year or course.

4.0 SPECIFIC DIRECTIVES:

- 4.1 Under the direction of Senior Administration, a ~~Board~~ leadership committee shall review and develop procedures and guidelines consistent with this Policy and based on current Ministry of Education directives.

5.0 RESPONSIBILITY:

- 5.1 Teachers, Vice-Principals, Principals, and Senior Administration shall ensure compliance with the provisions of this Policy and any supporting procedures and guidelines.

6.0 REVIEW AND EVALUATION:

- 6.1 This policy shall be reviewed during the ~~2010-2011~~ 2012 – 2013 Policy Review Cycle.

7.0 REFERENCES:

A Resource Document to Support Effective Elementary Assessment and Choices Into Action, 1999
Education for All, Ministry of Education, 2006
 Evaluation Classroom Practice; CODE, September 2005
~~Growing Success, Assessment, Evaluation and Reporting: Improving Student Learning, 2008~~
Growing Success, Assessment, Evaluation and Reporting in Ontario Schools, First Edition
Covering Grades 1 to 12, 2010
 Guide to the Provincial Report Card, Grades 1-8, 1998
 Guide to the Provincial Report Card, Grades 9-12, 1999
 Learning for All - K - 12

POLICY ST: 23 Assessment, Evaluation and Reporting - Grades 1 to 12 DRAFT

Ministry of Education, Guides to Effective Instruction K - 6, 2003 - 2008
 Ontario Catholic Graduate Expectations, 1999
 Ontario IEP Standards, 2001
 Ontario Secondary Schools, Grades 9-12, 1999
 Ontario Student Record (OSR) Guideline, 2000
 PVNC Assessment, Evaluation, Grading, and Reporting Handbook, 2007
 PVNC Assessment, Evaluation, Grading, and Reporting Policy, 2007
 Talk About Assessment: Strategies and Tools to Improve Learning, Nelson Damien Cooper, 2006
 The Ontario Curriculum Exemplars, Grades 1-12, 2000-2007
 The Ontario Curriculum, Grades 1-12 Curriculum Documents, 1997-2006
 The Ontario Curriculum, Grades 1-8, ESL and ELD Resource Guide, 2001
 The Ontario Curriculum, Program Planning and Assessment, 2000
 Windsor Essex Catholic DSB – Assessment, Evaluation and Reporting Guidelines, 2005
Windsor Essex Catholic DSB – Assessment, Evaluation and Reporting Guidelines, Secondary 2008
Ontario. Expert Panel on Literacy and Numeracy Instruction for Students With Special Education Needs. (2005). Education for all: The report of the expert panel on literacy and numeracy instruction for students with special education needs, Kindergarten to Grade 6.
Ontario. Ministry of Education. (1982). Policy/program memorandum no. 11: Early identification of children’s learning needs.
Ontario. Ministry of Education. (1999a). Choices into action: Guidance and career education program policy for Ontario elementary and secondary schools.
Ontario. Ministry of Education. (1999b). Ontario secondary schools, Grades 9 to 12: Program and diploma requirements.
Ontario. Ministry of Education. (2000a). The Ontario Student Record (OSR): Guideline.
Ontario. Ministry of Education. (2000b). The Ontario curriculum, Grades 9 to 12: Program planning and assessment.
Ontario. Ministry of Education. (2003). The Ontario curriculum: English – The Ontario Secondary School Literacy Course (OSSLC), Grade 12.
Ontario. Ministry of Education. (2004). The Individual Education Plan (IEP): A resource guide.
Ontario. Ministry of Education. (2005). Many roots, many voices: Supporting English language learners in every classroom.
Ontario. Ministry of Education. (June 28, 2006). Memorandum from the Deputy Minister of Education: Credit recovery.
Ontario. Ministry of Education. (January 30, 2006). E-learning Ontario: Policy document. Available at www.edu.gov.on.ca/elearning/pdf/Policy_document.pdf.
Ontario. Ministry of Education. (October 2006). Finding common ground: Character development in Ontario schools, K–12.
Ontario. Ministry of Education. (2007). English language learners / ESL and ELD programs and services: Policies and procedures for Ontario elementary and secondary schools, Kindergarten to Grade 12.
Ontario. Ministry of Education. (2009). Realizing the promise of diversity: Ontario’s equity and inclusive education strategy.
Ontario. Ministry of Education. (August 7, 2009). Policy/program memorandum no. 127: The secondary school literacy graduation requirement.
Ontario. Ministry of Education. (2010). The Ontario Student Transcript (OST): Manual.



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

DEFERRED AND REVISED BOARD REPORT

Meeting Date:
 June 21, 2010
Deferred From:
 May 11 & June 8, 2010

Public **In-Camera**

PRESENTED FOR: Information Approval

PRESENTED BY: Senior Administration

SUBMITTED BY: Joseph Berthiaume, Director of Education
 Mario Iatonna, Superintendent of Business
 Paul Picard, Superintendent of Education
 Colleen Norris, Manager of Human Resources & Policy Development

SUBJECT: POLICY DEVELOPMENT AND REVIEW:
 – **NEW POLICY B:08 FACILITY PARTNERSHIPS**

RECOMMENDATION:

**That the Board approve, in principle, Draft New Board Policy B:08
 Facility Partnerships.**

SYNOPSIS: The new Draft Policy was developed in compliance with *Ministry Memorandum 2010: B1 Encouraging Facility Partnerships*, dated February 11, 2010 and the *Ministry of Education’s Facility Partnerships Guideline*. The draft policy is intended to establish guidelines for the development of facility partnership opportunities with community partners and is recommended for approval in principle at this time.

At its May 11 and June 8, 2010 Regular Board meetings, the Board of Trustees reviewed and deferred action on the above recommendation in order to allow administration to follow-up on trustee questions and to determine if there is flexibility in the Ministry mandated timelines for approval and implementation.

BACKGROUND COMMENTS:

Proposed Changes to Existing Policy/Procedure: New Policy is recommended separate from the current A:03 Community Use of Schools policy where community partners are encouraged to use school facilities outside of school hours. The Ministry of Education’s new Facilities Partnerships Guidelines is intended to assist boards in establishing more community partners that may involve co-built facilities, lease, license, and joint-use agreements to utilize part of a school facility specifically during school hours, in new and existing school facilities where students are being taught.

Source and Rationale for the Proposals: Ministry Memorandum 2010: B1 Encouraging Facility Partnerships, dated February 11, 2010 and the Ministry of Education's Facility Partnerships Guideline.

Results of Public Consultation Process: The draft policy was forwarded to principals and vice principals, with a request to forward to school council chairs and staff for their suggestions and comments. The draft was also forwarded to Bishop Daniels, union and association representatives, trustees, student trustees, and was posted to the Board's website on March 30, 2010, inviting public input. The Draft will remain posted for feedback pending final Board approval.

The Policy Working Subcommittee received correspondence from the CAW unit representing the Board's custodial and maintenance group expressing concerns with the draft policy where it relates to the cleaning and maintaining of the facilities affected by partnership agreements. The revised proposed draft policy provides that provisions will be made in any facility partnership agreements for the maintenance of the facility.

Impact On Other Policies and Procedures: The draft policy is consistent with existing board policy and procedure.

Timetable For Implementing Policy and Procedure: The approved policy will be implemented following final approval.

Benefits of the Policy Proposals: The proposed policy reinforces the Board's commitment to explore community partnership opportunities that: provide for the operation of schools and facilities as effectively and efficiently as possible; enhance the learning experiences for students; and, ensure partnership agreements are in place that respect the Education Act and protect the Board's rights.

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 to share with the school community. The approved policy must be posted on the Board's website no later than May 30, 2010 along with a list of available space and/or co-building partnership opportunities. The Board must hold its first annual public meeting prior to June 30, 2010, in order to exchange information with interested community partners regarding available spaces and/or potential co-build projects and community needs.

Follow-Up Information to the May 11, 2010 Board Meeting: At the Board meeting on May 11, 2010, Trustees raised a number of questions and concerns with respect to the Draft Policy. After consideration of those questions/concerns, the Subcommittee amended the original draft. There was a concern expressed that the timeline imposed by the Ministry (May 30, 2010, with public meeting on or before June 30, 2010) did not allow for full consideration of the policy proposal. Administration contacted a representative for the Ministry who indicated that the time for posting an approved policy can be extended to allow for the Board's policy development process. The Ministry recommended that if the public meeting is conducted in the new school year that notification of that intent be provided by the end of June.

Follow-Up Information Regarding the June 8, 2010 Deferral: At the Board meeting on June 8, 2010, the Board deferred approval in principle of the revised draft in order to address trustee concerns with the specified requirements for a lease/licence/joint use/partnership agreement. The original draft policy has been amended to include the requirement that every facility partnership agreement provide for the maintenance of partnership facilities. As is Board practice in the consideration of any proposed third party agreement, provisions will be reviewed for compliance with the collective agreements of all employee groups.

The draft policy as amended is recommended for approval in principle. It is proposed that the amended draft, as approved in principle, be posted to the web site for further feedback until August 17, 2010. Any input will be considered and a final draft will be submitted for final approval at the August 31, 2010 meeting. The public meeting required under the policy could be conducted at a public meeting of the Board in the fall.

FINANCIAL IMPACT: Boards are not expected to take on additional costs to support facility partnerships.


TIMELINES: The draft new policy will be presented for final Board approval at the August 31, 2010 Regular Board Meeting.

APPENDICES:

- Draft New Policy B:08 Facility Partnerships

REPORT REVIEWED BY:

| | | | |
|-------------------------------------|------------------------|----------------|---------------|
| <input checked="" type="checkbox"/> | EXECUTIVE COUNCIL | Review Date: | June 14, 2010 |
| <input checked="" type="checkbox"/> | SUPERINTENDENT | Approval Date: | June 14, 2010 |
| <input checked="" type="checkbox"/> | DIRECTOR OF EDUCATION: | Approval Date: | June 14, 2010 |



Windsor-Essex Catholic District School Board

Section: Building/Plant/Grounds

POLICY B: 08
Facility Partnerships

| | |
|--------------------------|----------------|
| NUMBER: | B: 08 |
| EFFECTIVE: | DRAFT |
| AMENDED: | |
| RELATED POLICIES: | See References |
| REPEALS: | |
| REVIEW DATE: | DRAFT |

DRAFT

1.0 OBJECTIVE:

- 1.1 To establish guidelines for the development of facility partnership opportunities with community partners whose missions enhance and respect the autonomy and denominational rights of the Catholic school system.

2.0 DEFINITIONS:

- 2.1 **Facility Partnerships:** Partnerships between the Windsor-Essex Catholic District School Board and community partners to share facilities to benefit the board, students and the community, and to optimize the use of public assets owned by the school board. Partnerships may involve co-built facilities, lease, license, and joint-use agreements to utilize part of a school facility specifically during school hours, in new and existing school facilities where students are being taught.

3.0 GUIDING PRINCIPLES:

- 3.1 The Windsor-Essex Catholic District School Board shall operate its school buildings and property for the primary purpose of providing a suitable learning environment for the delivery of educational programs to support student achievement and safety of students.
- 3.2 The Board recognizes that cooperative and collaborative partnerships are part of the foundation of a strong, vibrant and sustainable publicly funded educational system and that effective partnerships must respect the core values of each partner.
- 3.3 The Board is open to consideration of joint capital ventures where they are demonstrated to be in the best interest of the Board. When considering a Facility partnership, the health and safety of students must be protected and the partnership must be appropriate for the school setting.
- 3.4 The intent of entering into a facility partnership is to:
 - a) Improve services and supports available to students
 - b) Strengthen relationships between the board, community partners and the public
 - c) Maximize the use of public infrastructure
 - d) Reduce facility operating costs

POLICY B: O8 Facility Partnerships DRAFT

- e) Provide opportunities for new and/or additional sources of funds for financing building improvements and program delivery
- f) Provide a foundation for improved service delivery for the community.

4.0 SPECIFIC DIRECTIVES:

- 4.1 This policy does not apply:
 - a) where the Board has declared space surplus in compliance with Ontario Regulation 444/98, which grants priority treatment to coterminous boards and other public entities when disposing of surplus property through sales or leases.
 - b) under the Community Use of Schools program which encourages community partners to use school facilities outside of school hours.
- 4.2 The Board has the authority to make decisions regarding its school facilities and the use of its facilities that are consistent with the *Education Act*, municipal zoning and other legal restrictions, and will identify which schools will or will not be suitable for facility partnerships. Available space is not the only criteria for selecting schools for partnerships. The Board will also consider, among other factors:
 - a) issues related to student safety
 - b) student achievement and pupil accommodation strategies (including those that may result in school consolidations)
 - c) zoning and site use restrictions
 - d) facility condition
 - e) the configuration of space
 - f) the ability to separate the space used by partners from the space used by students.
- 4.3 The Board shall develop a notification list that will include the entities listed in Ontario Regulation 444/98 - Disposition of Surplus Properties. If other entities, such as childcare operators and government-funded agencies request it, they will be added to the notification list. The Board reserves the right to prioritize the notification list as it sees fit.
- 4.4 The Board shall post information on its website regarding its intention to build new schools and to undertake significant renovations and information regarding unused space in open and operating schools and administrative buildings that is available for facility partnerships. This information will be updated at least once a year in the case of space in existing schools, and as needed in the case of co-building opportunities. Entities on its notification list will be informed when information on its website about facility partnership opportunities is updated.
- 4.5 The Board shall hold a public meeting, once a year, to exchange information with interested community partners regarding available spaces and/or potential co-build projects, and community needs. This public meeting may be part of the Board's Regular Board meeting. The Board shall provide advance notice of the public meeting to entities on its notification list.

POLICY B: O8 Facility Partnerships DRAFT

- 4.6 In keeping with the intent of the Facility Partnerships, primary criteria regarding the eligibility of partners shall include the value of the partnership to students, the school and the local Catholic community. Among other factors, the Board will also consider:
- a) Partners must be respectful of the Catholic Faith;
 - b) health and safety of students must be protected;
 - c) partnerships must be appropriate for the school setting;
 - d) partnerships must not compromise the student achievement strategy;
 - e) partnerships may be considered with organizations that are for-profit and not-for-profit and the venture must be financially viable in the opinion of the Board;
 - f) partners must be willing to execute a lease/license/joint use/ partnership agreement;
 - g) partnerships must be transparent, sustainable and supportive of student achievement;
 - h) entities that provide competing education services such as tutoring services, JK - 12 private schools or private colleges, and credit offering entities that are not government-funded are not eligible partners.
- 4.7 As part of the Board's planning process, when considering building a new school or undertaking significant addition or renovation, the Board will notify the entities on the notification list one (1) to three (3) years prior to the potential construction start date, where practical. The notification shall be supported by a Board resolution. The Board does not need to have an identified source of funding or Ministry approval when notification is provided.
- 4.8 Once notified, entities may express their interest in co-building with the Board. The Board will then evaluate the expressions of interest to select partner(s) based on its Facility Partnerships policy. The Minister's approval may be required depending on the provision under the *Education Act*. Partnership agreements cannot be finalized until both the Board and the partner(s) have an approved source of funding.
- 4.9 Potential partners shall be provided clear instructions regarding their rights and responsibilities as tenants, including maintenance standards, and the applicability of board policies, including accessibility and inclusiveness policies.
- 4.10 On a cost recovery-basis, the fees charged to partners should cover the operations and capital cost, including administrative costs and property taxes, to the board of the space occupied by the partner. Additional costs to perform minor renovations to protect student safety, provide appropriate washrooms, and otherwise make the space suitable for use by facility partners should be borne by the partners. In the case of co-building, partners will be required to pay for and finance their own share of construction, including a proportional share of joint-use or shared space.
- 4.11 All Board approved partners shall enter in to a lease/license/joint use/partnership agreement that includes but shall not be limited to the following:

POLICY B: O8 Facility Partnerships DRAFT

- a) Term of Partnership/lease/licence
- b) Space Utilization
- c) Cost Assessment/Recovery
- d) Hours of operation
- e) Maintenance
- f) Compliance with legislation
- g) Improvements or alterations to the building
- h) Insurance/liability
- i) Dispute Resolution
- j) Termination

5.0 RESPONSIBILITY:

- 5.1 It is the role and responsibility of the Board to determine what facilities are suitable and not suitable for partnerships, what entities are suitable and not suitable facility partners, and when to enter into a partnership.
- 5.2 The Board is responsible for ensuring proper legal agreements that respect the *Education Act* and protect its rights.
- 5.3 The Director is responsible for assisting the Board in the process of long-term accommodation planning, in order to monitor enrolment trends, school capacity, address provincial policy initiatives, and implement new capital projects accordingly. This planning should take into account opportunities for facility partnerships.
- 5.4 The Superintendent of Business shall be responsible for formalizing Facility Partnership agreements.
- 5.5 The Board's Outreach Coordinator shall be responsible for ensuring information is provided as required under this policy and for addressing facility partnership inquiries received from the Ministry of Education and/or the community.

6.0 REVIEW AND EVALUATION:

- 6.1 The effectiveness of this policy shall be assessed through Trustee, staff, and community satisfaction measures.
- 6.2 This Policy shall be reviewed during the 2013 – 2014 policy review cycle.

7.0 REFERENCES:

Ontario Education Act
Ontario Regulation 444/98 - Disposition of Surplus Properties
Facility Partnerships Guideline, Ministry of Education, February 11, 2010

POLICY B: O8 Facility Partnerships DRAFT

Pupil Accommodation Review Guidelines, Ministry of Education, revised June 26, 2009

Board Policy References

A:03 Community Use of Schools

A:05 Pupil Accommodation Review

A: 22 School Boundary

A:31 Accessibility Standards for Customer Service

B:01 Smoke Free Schools and Sites

B:03 Vehicles on School Property During School Hours

B:04 Keys to Schools

B:05 Property Damage/Vandalism/Theft

B:06 Facility Maintenance

B:06 Access to School Premises

SC:11 Trespassing



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

Meeting Date:
 June 21, 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
 Emelda Byrne, Assistant Superintendent of Education
 Paulette Littlejohns, Senior Manager, Facilities & Support Services
 Colleen Norris, Manager of Human Resources & Policy Development

SUBJECT: POLICY DEVELOPMENT AND REVIEW:
 – **NEW POLICY SC:19 ENVIRONMENTAL EDUCATION**

RECOMMENDATION:

That the Board provide final approval to Draft New Board Policy SC:19 Environmental Education.

and, that the Board receive Administrative Procedure Pr SC:19 Environmental Education as information.

SYNOPSIS: Final approval is requested of Draft Policy SC:19 Environmental Education. The draft policy was previously approved in principle, with minor amendments noted below, by the Board of Trustees on June 8, 2010.

BACKGROUND COMMENTS: The new Draft Policy was developed to ensure compliance with the Ministry of Education’s *Acting Today, Shaping Tomorrow: A Policy Framework for Environmental Education in Ontario Schools*. The draft policy was circulated and posted for public input on April 22, 2010 and remains posted to the Board’s public web site under “Current Draft Policies”. The full text of the draft policy was presented to the Board and approved in principle on June 8, 2010. The following amendment to the draft policy has been made based on feedback (*amendments are underlined*):

- Section 4.11 (a): ***Catholic Teaching and Learning*** - Environmental education initiatives shall be designed to enable students to develop the knowledge and skills they need as steward’s of God creation to be environmentally active and responsible citizens, and to apply their knowledge and skills cooperatively to effect long-term change.

The attached supporting administrative procedure is presented as information and will be implemented upon final approval of the new policy. The procedure complies with the principles and directives approved by the Board within its new policy and the Ministry of Education's policy framework for all school boards in Ontario.

FINANCIAL IMPACT: N/A

TIMELINES: Immediate implementation upon final Board approval.

APPENDICES:

- Administrative Procedure Pr SC:19 Environmental Education
- NOTE: *Draft Policy Draft Policy SC:19 Environmental Education, remains posted to the Board's public website at www.catholicboard.ca under "Board Policies Drafts."*

On-Line Resources:

Acting Today, Shaping Tomorrow: A Policy Framework for Environmental Education in Ontario Schools


<http://www.edu.gov.on.ca/eng/teachers/enviroed/ShapeTomorrow.pdf>

Shaping Our Schools, Shaping Our Future (2007)

<http://www.edu.gov.on.ca/eng/teachers/enviroed/shapingSchools.pdf>

REPORT REVIEWED BY:

| | | | |
|-------------------------------------|------------------------|----------------|---------------|
| <input checked="" type="checkbox"/> | EXECUTIVE COUNCIL | Review Date: | June 14, 2010 |
| <input checked="" type="checkbox"/> | SUPERINTENDENT | Approval Date: | June 14, 2010 |
| <input checked="" type="checkbox"/> | DIRECTOR OF EDUCATION: | Approval Date: | June 14, 2010 |



Windsor-Essex Catholic District School Board

Section: Schools

POLICY SC: 19
Environmental Education

| | |
|--------------------------|----------------|
| NUMBER: | SC: 19 |
| EFFECTIVE: | DRAFT |
| AMENDED: | |
| RELATED POLICIES: | See References |
| REPEALS: | |
| REVIEW DATE: | DRAFT |

DRAFT

1.0 OBJECTIVE:

- 1.1 The purpose of this policy is to promote and support implementation and expansion of environmental education.

2.0 DEFINITIONS:

2.1 **Environmental education** is education about the environment, for the environment, and in the environment that promotes an understanding of rich and active experience in, and an appreciation for the dynamic interactions of:

- The Earth’s physical and biological systems
- The dependency of our social and economic systems on these natural systems
- The scientific and human dimensions of environmental issues
- The positive and negative consequences, both intended and unintended, of the interactions between human-created and natural systems.

2.2 **Environmental literacy** is an important outcome of environmental education. An environmentally literate individual will have the knowledge and perspectives required to understand public issues and place them in a meaningful environmental context.

3.0 GUIDING PRINCIPLES:

- 3.1 The Windsor-Essex Catholic District School Board believes that stewardship of creation and protection of the planet is a fundamental Catholic social teaching and that an environmental education framework that consists of themes associated with teaching and learning, student engagement, community connections and environmental leadership will assist students in becoming future stewards of creation.
- 3.2 The Windsor-Essex Catholic District School Board is committed to delivering effective environmental education and modelling environmentally responsible practices by consistently considering the environmental impact of curriculum and operational decisions.
- 3.3 The Windsor-Essex Catholic District School Board encourages staff, students and the school community to advocate for and follow environmentally sustainable practices. As part of this commitment, the Board is dedicated to engaging youth through leadership opportunities and will nurture students’ ability to affect positive change both locally and globally.

POLICY SC: 19 Environmental Education DRAFT

- 3.4 The Windsor-Essex Catholic District School Board is committed to exercising leadership in environmental education, environmental action and care of the environment. Environmental impact will be considered in decision-making, and concern for the quality of the natural environment will be reflected in the daily activities of students and staff.

4.0 SPECIFIC DIRECTIVES:

- 4.1 ***Catholic Teaching and Learning*** - Environmental education initiatives shall be designed to enable students to develop the knowledge and skills they need as steward's of God creation to be environmentally active and responsible citizens, and to apply their knowledge and skills cooperatively to effect long-term change.
- 4.2 ***Student Learning and Community Connections*** - Students must be active participants in shaping their future. Opportunities shall be created for students to address environmental issues in their homes, in their local communities or at the global level. Student engagement shall involve the active participation of all students in sustainable environmental practices, a strong student voice in decision-making, and involvement in the school and community in meaningful ways.
- 4.3 ***Environmental Leadership*** - The Board shall promote leadership and encouragement for community-based, system-based and school based programs, projects, and special events designed to promote environmental awareness and conservation. By exercising environmental responsibility in its operations, the Windsor-Essex Catholic District School Board can serve as a model for students and the broader community and can ensure coherence with the environmental messages conveyed by the curriculum.
- 4.4 An Environmental Education Committee will be struck with membership from across the system to provide leadership support to enhance student engagement and community involvement, and to enhance the integration of environmentally responsible practices into management of resources, operations and facilities.
- 4.5 The Environmental Education Committee will develop and annually review, a system-level Environmental Plan. Concern for effects on the environment shall be reflected in all system-wide practices and procedures, including but not restricted to, curriculum development, capacity building, purchasing, waste management, maintenance and custodial services, and sites/facilities.
- 4.6 The requirements of this policy and associated administrative procedures will be incorporated into the development and implementation of strategies, programs and procedures to protect and conserve the environment, while ensuring that schools and workplace environments are safe and healthy.

POLICY SC: 19 Environmental Education DRAFT

5.0 RESPONSIBILITY:

- 5.1 As stewards of God's creation, environmental education is the responsibility of the entire education community.
- 5.2 The Director of Education/designate shall issue administrative procedures to support this policy.
- 5.3 The Director of Education shall assign responsibility for environmental education and sound environmental practices to appropriate supervisory personnel.
- 5.4 Trustees will make decisions based on a careful balance between fiscal responsibility and sensitivity to a sustainable environment.

6.0 REVIEW AND EVALUATION:

- 6.1 This policy shall be reviewed during the 2014 - 2015 policy review cycle.

7.0 REFERENCES:


Education Act, R.S.O. 1990 and its Regulations

Environmental Protection Act, R.S.O. 1990 and its Regulations

Acting Today, Shaping Tomorrow: A Policy Framework for Environmental Education in Ontario Schools (*Ministry of Education, 2009*)

Shaping Our Schools, Shaping Our Future - Environmental Education in Ontario Schools (*Report of the Working Group on the Environmental Education, Ministry of Education, 2007*)

Administrative Procedure Pr SC:19 Environmental Education



Windsor-Essex Catholic District School Board

Section: Schools

**ADMINISTRATIVE PROCEDURE:
PR SC: 19 Environmental
Education**

| | |
|--------------------------|----------------|
| NUMBER: | PR SC: 19 |
| EFFECTIVE: | NEW DRAFT |
| AMENDED: | |
| RELATED POLICIES: | See References |
| REPEALS: | |
| REVIEW DATE: | DRAFT |

DRAFT

1.0 OBJECTIVE:

- 1.1 The purpose of this administrative procedure is to support the requirements of the Board’s Environmental Education Policy.

2.0 GUIDELINES:

2.1 **Environmental education** is education about the environment, for the environment, and in the environment that promotes an understanding of rich and active experience in, and an appreciation for the dynamic interactions of:

- The Earth’s physical and biological systems
- The dependency of our social and economic systems on these natural systems
- The scientific and human dimensions of environmental issues
- The positive and negative consequences, both intended and unintended, of the interactions between human-created and natural systems.

To this end, the Board undertakes the following actions as standard practices generally categorized under Catholic Teaching and Learning; Student Engagement and Community Connections; and, Environmental Leadership.

2.2 Catholic Teaching and Learning

To increase student knowledge and develop skills and perspectives that foster environmental stewardship of God’s creation, the Windsor-Essex Catholic District School Board shall:

- i. Develop and maintain curriculum materials which invite students to discover that they are deeply related to the ecological and social system of our planet and that their concern for the fate of the earth is inherently a sacred concern. The connections among environmental issues, social justice concerns, consumerism and individualism will be recognized in curriculum.
- ii. Ensure that all environmental education and practice are incorporated into the context and methodology of the instructional program in all divisions and subject areas, as appropriate, through the use of relevant curriculum resource documents.
- iii. Support staff and students in linking environmental knowledge and related skills and activities to the teachings of diverse communities, including First Nations, Métis, and Inuit peoples, and to principles of responsible citizenship.

ADMINISTRATIVE PROCEDURE PR SC: 19 Environmental Education DRAFT

- iv. Encourage schools to provide opportunities for students to acquire knowledge and skills related to environmental education in all subject areas.
- v. Deepen students' connection to the natural world by expanding innovative interdisciplinary, experiential programs focussing on the environment.
- vi. Promote environmental leadership and provide encouragement for community-based, system-based, and school-based programs, projects, and special events designed to enhance environmental awareness and action in regard to local and regional environmental issues.
- vii Support schools in modeling and teaching environmental education through an integrated approach that promotes collaboration in the development of resources and activities.
- vii Schools will provide opportunities for students to acquire knowledge and skills related to environmental education in all subject areas, and encourage them to apply their knowledge and skills to environmental issues (e.g., loss of biodiversity, climate change, waste reduction, and energy conservation) through action-based projects.
- ix. Schools will develop learning opportunities that will help students understand underlying causes, the multiple dimensions, and the dynamic nature of environmental issues.
- x. Students will be challenged to develop skills in systems thinking and futures thinking that they will need to become discerning, active citizens who are actively aware of their responsibilities toward environmental protection and stewardship of God's creation.

2.3 Student Engagement and Community Connections

To increase student engagement by fostering active participation in environmental projects and building links between schools and communities, the Board will:

- i. Engage student leaders in the design and delivery of environmental education projects at the Board and school level.
- ii. Support students on a system-wide basis, as they develop skills and act as decision-makers to effect positive environmental change.
- iii. Share school and student projects across the Board that demonstrate engagement in environmental stewardship (e.g., science fair).
- iv. Encourage Catholic School Councils to provide advice on the implementation of environmental education and to work with the larger educational community to promote environmental awareness and foster appropriate environmentally responsible practices.
- v. In working with community partners to help extend engagement in and responsibility for environmental education to the broader community, share information about local resources that support environmental awareness and protection, energy conservation, waste management, protection of the biosphere, and outdoor education.

ADMINISTRATIVE PROCEDURE PR SC: 19 Environmental Education DRAFT

At the school level, students will be encouraged to enrich their learning, by:

- vi. Using information technology to access resources, connect with others, and create communities that focus on environmental issues.
- vii Addressing environmental issues in their homes, in their local communities, or at the global level.
- vii For secondary students, considering ways of completing their community service requirements that involve addressing environmental issues in their communities, in a manner consistent with Board policy.
- ix. Encouraging students to plan and participate in environmental education activities.

2.4 Environmental Leadership

The Board will promote leadership and encouragement for community-based, system-based, and school-based programs, projects, and special events designed to promote environmental awareness and conservation. In order to enhance the extent to which environmental education is integrated into Board policies, procedures, and strategic plan, the Board will:

- i. Encourage staff to act as exemplar role models and endeavour to create climates in which positive environmental action has an increased value and a priority status within the classroom, school, on Board property and in the community.
- ii. Create a system-wide Environmental Education Committee who will develop and annually review, a system-level Environmental Plan.
- iii. Embed environmental education as a priority in the Board's long-term System Priorities and annual strategic planning.
- iv. Develop and implement a plan for integrating sustainable environmental practices into the Board's operational services and similarly support schools in adopting environmentally responsible management practices that are consistent with Board policy.
- v. Implement strategies, programs, and procedures to protect and conserve the environment, while ensuring that schools and workplace environments are safe and healthy.
- vi. Develop environmentally responsible purchasing practices, while considering quality, price and service.
- vii Encourage all stakeholders to adopt and promote environmentally appropriate practices.
- vii Integrate in-service opportunities related to environmental education into staff development for all employee groups, in order to increase the capacity of staff to implement evidence-based environmental education programming, practices, and operations.

Schools will develop, using the Windsor-Essex Catholic District School Board Environmental Education Policy and the Board's Environmental Plan, local priorities focused on environmental education. Schools will encourage staff to develop knowledge and skills related to environmental education and responsible environmental practices as

ADMINISTRATIVE PROCEDURE PR SC: 19 Environmental Education DRAFT

well as encourage mentoring opportunities and sharing opportunities through existing networks.

2.5 Environmental Plan

- i. The Environmental Education Committee will develop and annually review, a system-level Environmental Plan that will be communicated to stakeholders.
- ii. The Environmental Plan will include specific goals, the strategies and actions required by the Board and schools to attain these goals, and a means of measuring progress towards achieving the annual goals.

The goals of the Environmental Plan will include, but are not restricted to:

- A. Goal 1: As stewards of God's creation, by the end of Grade 12, students will acquire knowledge, skills, and perspectives that foster understanding of their fundamental connections to each other, to the world around them, and to all living things.
- B. Goal 2: Increase student engagement by fostering active participation in environmental projects and building links between schools and communities.
- C. Goal 3: Increase the capacity of system leaders to implement evidence-based environmental education programming, practices and operations.

3.0 REFERENCES:

Education Act, R.S.O. 1990 and its Regulations
Environmental Protection Act, R.S.O. 1990 and its Regulations

Acting Today, Shaping Tomorrow: A Policy Framework for Environmental Education in Ontario Schools (*Ministry of Education, 2009*)

Shaping Our Schools, Shaping Our Future - Environmental Education in Ontario Schools (*Report of the Working Group on the Environmental Education, Ministry of Education, 2007*)

Board Policy SC:19 Environmental Education



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

**Meeting Date:
June 21, 2010**

BOARD REPORT

Public **In-Camera**

PRESENTED FOR: Information Approval

PRESENTED BY: Senior Administration

SUBMITTED BY: Joseph Berthiaume, Director of Education
Mario Iatonna, Superintendent of Business

SUBJECT: **TENDER APPROVAL – ST. JOHN CATHOLIC ELEMENTARY
SCHOOL PLAY AREA**

RECOMMENDATION:

That the Board approve the award of tender and the issuance of a purchase order contract for the play area at St. John Catholic Elementary School to Quinlan Inc. at the submitted bid amount of \$138,670.00 plus applicable taxes to be funded from the 2009-10 School Renewal Allocation account 117-72-766846-6-000.

SYNOPSIS:

At the Board meeting held April 27, 2010, an amount of \$1.5M was approved in School Renewal to cover the costs of the St. James addition project, as well as rehabilitation work to the existing St. James School building and improvements to the St. John School playground. It is noted that the St. James addition and building improvements are now to be funded by another Ministry of Education capital grant, but the St. John playground improvements will still be funded from School Renewal as originally approved by the Board. A tender was called for accordingly for the improvements to the St. John School playground.

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 June 15, 2010 with Shannon Ficon, Debbie Maurice, Paulette Littlejohns and representatives from Bear Construction and Quinlan Inc. in attendance. No other individuals attended the opening.

A total of three (3) bids from five (5) invited bidders were received. These bids are summarized as follows:

| NO. | TENDERER | BID AMOUNT (excl. taxes) |
|-----|--|-----------------------------|
| 1. | Quinlan Inc. 325 County Road 46 Maidstone, ON N0R 1K0 | \$138,670.00 |
| 2. | Shea Bros. Drainage 995 Talbot Road Windsor, ON N9H 1A4 | \$153,851.00 |
| 3. | Bear Construction & Engineering 1074 Crawford Avenue Windsor, ON N9A 5C9 | \$191,900.00 |

The bid submissions were reviewed and were found to be in order. The low bidder meeting specifications is Quinlan Inc. with a bid amount of \$138,670.00.

FINANCIAL IMPACT:

The costs for this project will be funded from the 2009-10 School Renewal Allocation, account number 117-72-766846-6-000.

TIMELINES:

As stated in the tender documents, the contractor agrees to complete the work in forty (40) calendar days from the time of receiving notice of commencement.

APPENDICES:

Not Applicable.

REPORT REVIEWED BY:

- EXECUTIVE COUNCIL
- SUPERINTENDENT
- DIRECTOR OF EDUCATION:

Review Date: _____
 Approval Date: June 16, 2010
 Approval Date: June 16, 2010



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

**Meeting Date:
June 21, 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 – ST. GREGORY CATHOLIC
ELEMENTARY SCHOOL BOILER REPLACEMENT**

RECOMMENDATION:

That the Board approve the award of tender and the issuance of a purchase order contract for the boiler replacement at St. Gregory Catholic Elementary School to Lekter Industrial Services at the submitted bid amount of \$168,720.00, plus applicable taxes to be funded from the Good Places to Learn Stage 3 Allocation (GPL 3) account 055-76-759844-6-000.

SYNOPSIS:

The Board had previously approved proceeding with the boiler replacement at St. Gregory Catholic Elementary School and a tender was called for 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 June 11, 2010 with Mario latonna, Shannon Ficon, Debbie Maurice, Gerry Racine and representatives from all four (4) bidders in attendance. Trustee Patrick Keane, Ward 2 also attended the opening.

A total of four (4) bids from four (4) invited bidders were received. There was a mathematical error in the total tender price for Vollmer Inc. This error did not impact the outcome of the Tenders. These bids are summarized as follows:

| NO. | TENDERER | BID AMOUNT (excl. taxes) |
|-----|---|---|
| 1. | Lekter Industrial Services 500 Harvard Drive Belle River, ON N0R 1A0 | \$168,720.00 |
| 2. | Haller Mechanical Contractors Inc. 1537 McDougall Street Windsor, ON N8X 3M9 | \$171,707.00 |
| 3. | Vollmer Inc. 3822 Sandwich Street Windsor, ON N8X 1H7 | \$171,710.00 (submitted as \$169,710.00) |
| 4. | Fahrhall Mechanical Contractors Ltd. 3822 Sandwich Street Windsor, ON N9C 1C1 | \$184,400.00 |

The low bidder meeting specifications is Lekter Industrial Services with a bid amount of \$168,720.00.

FINANCIAL IMPACT:

The costs for this project will be funded from the GPL 3 Allocation account number 055-76-759844-6-000, as approved by the Board at its meeting of April 27, 2010.

TIMELINES:

As stated in the tender documents, the work in all classroom/corridor areas is to be completed by August 27, 2010 and the entire project completed by October 29, 2010.

APPENDICES:

Not Applicable.

REPORT REVIEWED BY:

- EXECUTIVE COUNCIL
- SUPERINTENDENT
- DIRECTOR OF EDUCATION:

Review Date: _____
 Approval Date: June 16, 2010
 Approval Date: June 16, 2010



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

HANDOUT BOARD REPORT

| |
|---------------------------------------|
| Meeting Date: June 21, 2010 |
|---------------------------------------|

Public **In-Camera**

PRESENTED FOR: Information Approval

PRESENTED BY: Senior Administration

SUBMITTED BY: Joseph Berthiaume, Director of Education
Mario latonna, Superintendent of Business

SUBJECT: **LONG TERM DEBENTURE BY-LAW – NEW PUPIL PLACES PROGRAM**

RECOMMENDATION:

That the Board approve the execution of By-Law 2010-2 deemed to be read three times pertaining to the loan agreement between the Ontario Financing Authority and the Windsor-Essex Catholic District School Board in the amount of \$29,460,559 for the long term financing of expenditures incurred under the New Pupil Places capital program.

SYNOPSIS:

Expenditures under the New Pupil Places (NPP) capital program totalling \$29,460,559 are to be transitioned to long term financing through the Ontario Financing Authority (OFA). The Ministry requires all school boards to participate in the long term capital financing arrangements for the NPP program through OFA. This report provides details with respect to this financing and recommends approval of the by-law for the execution of the loan agreement between OFA and the Board.

BACKGROUND COMMENTS:

In 2000-01, the Board commenced a capital program to add and rebuild pupil places throughout the system. This NPP capital program has now ended with the opening of St. Joseph and St. Anne Secondary Schools. The financing for this capital program has been accomplished in part through debenture issues under the auspices of the Ontario School Boards Financing Corporation (OSBFC). Debenture issues for the program are now undertaken through the OFA.

There have been four debenture issues related to this capital program to date as follows:

- October 11, 2002 - \$32,176,740 debenture
- November 7, 2003 - \$30,987,300 debenture
- \$24,012,700 sinking fund debenture
- April 18, 2006 - \$45,000,000 debenture

The total of the above previously issued debentures is \$132,176,740. In discussions with the Ministry of Education regarding the remaining Board capital debt that is yet to be financed, consent has now been given to immediately proceeding with a debenture issue in the amount of \$29,460,559. The Board is required to authorize execution of the attached By-Law Number 2010-2 in order to proceed with the long term financing of the \$29,460,559.

A final debenture issue is tentatively scheduled by OFA for November of this year, in which the balance of yet to be financed capital debt will be addressed. A summary report on the NPP Program and long term financing of all remaining capital debt will be provided prior to the issuance of that final debenture accordingly.

FINANCIAL IMPLICATIONS:

Provided in the Background Comments section.

TIMELINES:

June 21, 2010 - By-Law 2010-2 and the executed loan agreement are to be forwarded to the Board's solicitor (Borden Ladner Gervais) that is coordinating this transaction between OFA and the Board.

June 30, 2010 - Applicable funds are to be advanced from OFA to the Board.

APPENDICES:

By-Law Number 2010-2: A by-law to authorize a loan from the Ontario Financing Authority in the principal amount of \$29,460,559 pursuant to a loan agreement under section 7 of Ontario Regulation 41/10.

REPORT REVIEWED BY:

- | | | | |
|-------------------------------------|------------------------|----------------|---------------|
| <input checked="" type="checkbox"/> | EXECUTIVE COUNCIL | Review Date: | _____ |
| <input checked="" type="checkbox"/> | SUPERINTENDENT | Approval Date: | June 21, 2010 |
| <input checked="" type="checkbox"/> | DIRECTOR OF EDUCATION: | Approval Date: | June 21, 2010 |

Windsor-Essex Catholic District School Board**BY-LAW NUMBER 2010-2**

A by-law to authorize a loan from the Ontario Financing Authority in the principal amount of \$29,460,559 pursuant to a loan agreement under section 7 of Ontario Regulation 41/10

WHEREAS subsection 247 (1) of the *Education Act* R.S.O. 1990, c. E.2, as amended (the “*Education Act*”) and the regulations made thereunder, provides that, subject to any other provision of the *Education Act* and, specifically, the regulations made under subsections 242 (1) and 247 (3) of the *Education Act*, a district school board may by by-law borrow money or incur debt for permanent improvements and may issue or execute any instrument prescribed under clause 247 (3) (f) of the *Education Act* in respect of the money borrowed or the debt incurred;

AND WHEREAS section 7 of Ontario Regulation 41/10 (the “**Regulation**”), provides that (1) a board may by by-law borrow money for permanent improvements by way of a loan from the Ontario Financing Authority with an initial maturity of more than one year and that (2) a board that obtains a loan mentioned in subsection 12 (1) shall ensure that the proceeds of it are used for permanent improvements;

AND WHEREAS the Windsor-Essex Catholic District School Board (the “**Board**”), which under the *Education Act* constitutes a district school board, has received funding under the program referred to as the New Pupil Places Program to fund capital projects with respect to instructional spaces at existing elementary and secondary schools, and to construct new elementary and secondary schools for the board, some of which projects are described in Schedule “A” attached to the Loan Agreement, as hereinafter defined (individually an “Eligible Project”, collectively the “Eligible Projects”) and each Eligible Project constitutes a “permanent improvement” as defined in subsection 1(1) of the *Education Act*. In the event that the Board will borrow the principal amount of \$29,460,559 under the said Loan Agreement in respect of a single Eligible Project, the term “Eligible Projects” means that Eligible Project;

- 2 -

AND WHEREAS the Board has in part financed the Eligible Projects by way of temporary borrowing from a financial institution or from a reserve account of the Board and the Board intends to borrow money from the Ontario Financing Authority for the purpose of financing the Eligible Projects on a long-term basis, and in this connection the Board intends to borrow by way of a loan with an initial maturity of more than one year from the Ontario Financing Authority the principal amount of \$29,460,559 (the “**Loan**”) pursuant to a loan agreement in the form attached hereto as Schedule “A” (the “**Loan Agreement**”) which Loan Agreement constitutes an instrument prescribed under clause 247 (3) (f) of the *Education Act* and which sets out the terms and conditions on which the Ontario Financing Authority will make the Loan available to the Board;

NOW THEREFORE THE WINDSOR-ESSEX CATHOLIC DISTRICT SCHOOL BOARD ENACTS AS FOLLOWS:

1. The Board hereby authorizes the Loan on the basis that it constitutes a loan under section 7 of the Regulation and authorizes the entering into of the Loan Agreement that is prescribed for the purposes of clause 247(3)(f) of the *Education Act*.
2. The Board is hereby authorized to enter into the Loan Agreement pursuant to which the Loan will be made available to the Board and the Chair of the Board and the Treasurer of the Board are hereby authorized to execute for and on behalf of the Board the Loan Agreement which provides for instalments of combined (blended) principal and interest as hereinafter set forth, substantially in the form of Schedule “A”, with such changes thereto as may be suggested by the Ontario Financing Authority and as such authorized officials of the Board shall approve.
3. The Director of Education of the Board, the Treasurer of the Board and any other financial officer of the Board are hereby each individually authorized generally to do all things and execute all other documents, instruments and agreements in the name of the Board in order to give effect to the Loan Agreement.
4. The Loan shall be paid in instalments of combined (blended) principal and interest over a 25 year amortization period on the specified dates set out in Schedule “B” to the Loan Agreement with the first interest payment on November 15, 2010 and thereafter instalments to November 15, 2034 in each of the years during the currency of the Loan as set forth in such schedule, with the final payment on May 15, 2035. The Loan shall bear interest at the rate of 4.947% on the outstanding principal amount owing thereunder from time to time from the date

- 3 -

thereof, which interest shall be payable in arrears as part of the instalments of combined (blended) principal and interest payable on such days in each year of the currency of the Loan as are set out in Schedule "B" to the Loan Agreement.

5. In accordance with the provisions of the *Education Act* and the regulations made thereunder, during the currency of the Loan, the Board shall provide in its estimates for each fiscal year for setting aside out of its general revenue in the fiscal year the amount necessary to pay the principal and interest coming due on the Loan in the fiscal year and, on or before each due date in each such year, the Board shall pay out of its general revenue the principal and interest coming due on the Loan in the year. Such sums of principal and interest payable on the Loan shall be provided for in accordance with subsection 247(5) of the *Education Act*. Subject to the foregoing, on or before each due date in each year during the currency of the Loan, the Board shall pay out of its general revenue the amount necessary to pay the specific sums of principal and interest payable on the Loan shown for the respective year as set forth in Schedule "B" to the Loan Agreement; but such amount shall be paid out of the Board's general revenue only to the extent required after taking into account funds available from other sources.

6. Any amounts payable by the Board in respect of the Loan including interest on overdue principal and interest in respect of the Loan together with fees and other amounts payable by the Board under the Loan Agreement, if applicable, shall be paid out of the Board's general revenue or any other available funds.

7. The proceeds of the Loan, shall be used to finance the Eligible Expenditures, as defined in the Loan Agreement, in respect of the Eligible Projects on a long-term basis and for no other purpose except as permitted by the *Education Act* and the regulations made thereunder.

READ AND FINALLY PASSED this 21st day of June, 2010.

CHAIR

DIRECTOR OF EDUCATION

WINDSOR-ESSEX CATHOLIC DISTRICT SCHOOL BOARD

SCHEDULE "A" TO BY-LAW NUMBER 2010-2

A FORM OF THE LOAN AGREEMENT

This Loan Agreement made in duplicate dated and effective as of the 30th day of June, 2010.

BETWEEN: ONTARIO FINANCING AUTHORITY, a corporation established under the Capital Investment Plan Act, 1993, (hereinafter the "OFA")

OF THE FIRST PART

AND: WINDSOR-ESSEX CATHOLIC DISTRICT SCHOOL BOARD, a district school board continued under the Education Act (hereinafter the "Board")

OF THE SECOND PART

WHEREAS:

- (a) the Board has received funding under the New Pupil Places Program (the "New Pupil Places Program") to fund capital projects with respect to instructional spaces at existing elementary or secondary schools, or to construct new elementary or secondary schools for the board, some of which projects are described in Schedule "A" attached hereto (individually an "Eligible Project", collectively the "Eligible Projects") and each Eligible Project constitutes a "permanent improvement" as defined in subsection 1(1) of the Education Act, R.S.O. 1990, c.E.2, as amended (the "Education Act"). In the event that the Board will borrow the total principal amount specified in paragraph 2.1 under this Agreement in respect of a single Eligible Project, the term "Eligible Projects" means that Eligible Project;
- (b) the Board has requested and the OFA has agreed to lend the total principal amount specified in paragraph 2.1 to the Board for the purpose of financing the Eligible Projects under the New Pupil Places Program on a long-term basis which will include the repayment of temporary borrowing, if any, and the repayment of a reserve account of the Board, if any;
- (c) the Board is authorized to borrow money for permanent improvements from the Ontario Financing Authority by way of a loan pursuant to Ontario Regulation 41/10 and is authorized to receive grants for the repayment of such a loan from the Minister of Education pursuant to Ontario Regulations 85/08 and 155/09; and

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- (d) the Board has agreed to enter into this Agreement to evidence its indebtedness and provide for the repayment of the loan to the OFA on the terms and conditions set forth herein.

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants and agreements contained in it and subject to the terms and conditions set out in it, the parties agree as follows:

1.0 DEFINITIONS

In this Loan Agreement, unless the context or the subject matter otherwise requires:

- (a) "Advance Date" means June 30, 2010;
- (b) "Agreement" means this Agreement as it may be amended or extended from time to time by the parties in writing, including all schedules hereto and any document which the parties may at a future time mutually designate as a schedule to this Agreement, by so marking such document in writing as a schedule hereto and part hereof;
- (c) "business day" means any day that is not a Saturday or Sunday and that, in the City of Toronto, is not a day on which banking institutions are generally authorized or obligated by law or executive order to close;
- (d) "dollars" or "\$" means Canadian dollars;
- (e) "Material Adverse Change" means any change or event which (i) materially impairs the ability of the Board to timely and fully perform its obligations under this Agreement, or (ii) could materially impair the ability of the OFA to enforce its rights and remedies under this Agreement; or (iii) has a material adverse effect on the operations, properties, assets, liabilities or financial condition of the Board;
- (f) "Principal Amount" means the total principal amount of monies to be advanced to the Board pursuant to paragraph 2.1 of this Agreement;
- (g) "Rate" means 4.947% per annum, including an administrative fee of 0.03% per annum;
- (h) "Repayment Date" means May 15, 2035;

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2.0 PRINCIPAL AMOUNT

- 2.1 The OFA agrees to lend to the Board and the Board agrees to borrow from the OFA the total principal amount of \$29,460,559.00 in lawful money of Canada with interest thereon at the Rate on the terms and conditions set forth in this Agreement.
- 2.2 The Board acknowledges that the Rate includes an administrative fee payable to the OFA in the amount of 0.03% of the Principal Amount outstanding per annum as specified in paragraph 1(g).
- 2.3 Except as otherwise agreed in writing between the Board and the OFA, the monies to be advanced by the OFA shall be advanced by the OFA to the Board by electronic funds transfer directly into the bank account designated by the Board.
- 2.4 The Board authorizes the OFA to open and maintain records evidencing the Board's obligations under this Agreement and to record therein all advances, interest rates, accrued interest, payments of principal and interest and the aggregate principal and accrued interest outstanding from time to time under this Agreement. The Board agrees that the records kept by the OFA, in the absence of manifest error, shall be prima facie evidence of the indebtedness of the Board and the matters recorded provided that the failure of the OFA to record or correctly record any amount or date shall not affect the obligation of the Board to repay the Principal Amount and pay accrued interest thereon owing under this Agreement.

3.0 REPAYMENT

- 3.1 The Board agrees to repay the Principal Amount together with interest thereon as follows:
- (i) the Principal Amount and interest thereon at the Rate accrued from and including the Advance Date to but excluding the Repayment Date shall be paid in instalments of combined (blended) principal and interest over a 25 year amortization period on the specified dates set out in the amortization schedule attached to this Agreement as Schedule "B" with the first interest payment on November 15, 2010 and thereafter instalments to November 15, 2034 with the final payment on May 15, 2035; and
 - (ii) the loan shall be fully repaid on the Repayment Date.
- 3.2 If the Board fails to make any payment of principal or interest payable by it under this Agreement on the relevant due date, the overdue amount shall bear interest at the Rate (before as well as after judgment) calculated from the due date until the date of actual payment to the OFA.

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- 3.3 Interest, other than interest in respect of the combined (blended) principal and interest instalments, shall be computed under this Agreement on the basis of a year of 365 days and the actual number of days elapsed.
- 3.4 If any day on which a payment is due and payable under this Agreement would otherwise fall on a day that is not a business day, such due date shall instead fall on the next succeeding business day.
- 3.5 Except as otherwise agreed in writing between the Board and the OFA and without affecting the liability of the Board under this Agreement, the monies to be repaid under this Agreement shall be repaid by the Board in immediately available funds to the OFA on the due date by pre-authorized debit from an account of the Board, such account to be designated to the OFA by the execution and delivery of the Payor Pre-Authorized Debit Agreement in a form satisfactory to the OFA ("PAD Agreement") attached to this Agreement as Schedule "C", together with such other authorizations, voided cheques and other documentation as the deposit-taking institution and the rules of the Canadian Payments Association may require for such pre-authorized debit. The Board undertakes to notify the OFA and the Ministry of Education, immediately and not later than five business days prior to any instalment date or the Repayment Date, in writing of any changes in its designated account for the purposes of the pre-authorized debits and agrees to execute and deliver a revised PAD Agreement.
- 3.6 The Board is not entitled to prepay the Principal Amount and accrued interest thereon outstanding under this Agreement except with the prior written consent of the OFA.

4.0 CONDITIONS PRECEDENT

- 4.1 The obligation of the OFA to advance the Principal Amount pursuant to paragraph 2.1 of this Agreement is subject to the following conditions being met to the OFA's satisfaction on the Advance Date:
- (a) that the representations and warranties of the Board contained in this Agreement continue to be true and correct as at the Advance Date;
 - (b) that there shall, in the reasonable opinion of the OFA, have been no Material Adverse Change with respect to the Board;
 - (c) that this Agreement shall have been duly executed and delivered; and
 - (d) that the OFA shall have received such other documentation in form and substance satisfactory to the OFA which it has reasonably requested to ensure that the Board is in compliance with the terms and conditions of

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this Agreement including (i) a certified true copy of the necessary by-law authorizing the borrowing of the Principal Amount and the execution of this Agreement, (ii) a favourable legal opinion from external legal counsel to the Board as to due authorization, execution, validity and enforceability of this Agreement and such other matters as the OFA considers necessary or appropriate, and (iii) a certificate or certificates executed by an authorized officer or officers of the Board as to the continued truth and correctness of the representations and warranties, the due authorization and execution of this Agreement and other documents, compliance with the Education Act and regulations made thereunder and such other matters as the OFA may reasonably request.

5.0 REPRESENTATIONS AND WARRANTIES OF BOARD

5.1 The Board represents and warrants to the OFA that:

- (a) the Board is a district school board under the Education Act;
- (b) each Eligible Project has been duly authorized by the Board at a duly called meeting of the Board at which a quorum was present by a resolution or resolutions passed by the Board (the "Resolutions"). In the event that the Board will borrow the Principal Amount under this Agreement in respect of a single Eligible Project and the Board has passed a single resolution in respect of the Eligible Project, the term "Resolutions" means that resolution. No application has been made or action brought to quash, set aside or declare invalid the Resolutions nor have the Resolutions been repealed, altered and amended and the Resolutions are in full force and effect;
- (c) each of the Eligible Projects constitutes an Eligible Project under the New Pupil Places Program and has been undertaken at a school of the Board (which school may constitute a shared facility) or involves the construction of a new school for the Board;
- (d) each Eligible Project constitutes a permanent improvement within the meaning of subsection 1(1) of the Education Act; and the Board has obtained all necessary approvals to authorize the carrying out of each Eligible Project by the Board and the long-term financing thereof;
- (e) the Board has incurred or will incur expenditures in respect of the Eligible Projects which are either completed or were substantially completed by April 30, 2010 under the New Pupil Places Program (the "Eligible Expenditures") and the total amount of the Eligible Expenditures in respect of the Eligible Projects undertaken at an individual school of the Board does not exceed the respective aggregate amount of New Pupil

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- Places expenditures authorized by the Board in respect of such school of the Board nor does such total amount exceed the expenditures authorized by the Board pursuant to the authorizations referred to in paragraph 5.1(b);
- (f) the information provided by the Board to the OFA or Her Majesty the Queen in right of Ontario, to the extent that it relates to the Board or the Eligible Projects is true and correct in all material respects when provided and remains true and correct as of the Advance Date;
 - (g) the borrowing of the Principal Amount to be advanced under this Agreement and the execution, delivery and performance of this Agreement are within the powers and capacities of the Board and have been duly authorized by all necessary legal action and proper proceedings, including a by-law passed by the Board;
 - (h) the borrowing of the Principal Amount to be advanced under this Agreement, the execution and delivery of this Agreement, and the compliance with the terms and conditions of this Agreement will not conflict with or result in a breach of any of the terms or provisions of the by-laws of the Board, laws of Ontario, including laws of Canada applicable therein, applicable to the Board or any contractual or other obligation binding on the Board and does not require the consent or approval of any other person;
 - (i) this Agreement will, when executed and delivered, constitute a legal, valid and binding obligation of the Board enforceable against it in accordance with its terms;
 - (j) the Board is not currently in default under any debentures or other long-term debts of any kind and undertakes to immediately inform the OFA if it is in default under any such long-term financial obligations at any time during the term of this Agreement;
 - (k) the obligations of the Board under this Agreement are direct, unsecured and unsubordinated debt obligations and rank concurrently and equally in respect of payment of principal and interest with all other debentures and prescribed debt instruments of the Board, except as to the availability of any sinking fund, retirement fund or other prescribed fund applicable to any issue of debentures or such prescribed debt instruments;
 - (l) the Board is not now subject to an order under the Education Act vesting in the Ministry of Education control and charge over the administration of the affairs of the Board;
 - (m) the Principal Amount to be borrowed under this Agreement shall be used only for the Eligible Projects, including the repayment of temporary

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borrowing for the Eligible Projects from a financial institution, if any, and the repayment of an amount used for the Eligible Projects to a reserve account of the Board, if any, and will not be used for any other purpose except as permitted by the Education Act and the regulations made thereunder;

- (n) no litigation or proceedings of any nature are now pending or threatened, attacking or in any way attempting to restrain or enjoin the execution and delivery of this Agreement or in any manner questioning the proceedings and the authority under which this Agreement is authorized, or affecting the validity thereof, or contesting the capacity of the authorized officers of the Board to sign and no authority or proceeding under which the Board is authorized to execute this Agreement has been repealed, revoked or rescinded in whole or in part; and
- (o) there are no actions, suits or proceedings threatened or pending against the Board in any court except actions, suits or proceedings which would not result in a Material Adverse Change if determined against the Board.

5.2 The representations and warranties set out in paragraph 5.1 herein shall survive the execution and delivery of this Agreement, notwithstanding any investigations or examinations which may be made by counsel for the OFA.

5.3 For greater certainty, the OFA is not responsible for ensuring that the proceeds advanced to the Board are in fact used in the manner specified in paragraph 5.1(m).

6.0 COVENANTS

6.1 The Board will duly and punctually pay or cause to be paid all principal, interest, fees and other amounts payable by it under this Agreement in accordance with the terms and subject to the conditions of this Agreement.

6.2 The Board will provide prompt notice to the OFA of the occurrence of any Event of Default, as hereinafter defined, or Material Adverse Change.

6.3 The Board will comply at all times with all of the Board's obligations in respect of the debt and financial obligation and liability limits applicable to it under the *Education Act* and the regulations made thereunder.

6.4 The Board shall allocate all grants received by it from the Ministry of Education relating to Eligible Expenditures in respect of the Eligible Projects in accordance with the applicable legislation and shall apply such grants to the payment of its obligations under this Agreement.

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6.5 The Board will obtain all licences, permits, consents, approvals and other authorizations which are necessary or desirable to carry out the Eligible Projects.

6.6 The Board will provide to the Ministry of Education reports respecting the status of the Eligible Projects as requested from time to time.

7.0 DEFAULT

7.1 Failure by the Board to pay any principal, interest, fees or other amount payable by it under this Agreement, unless such default is cured within three business days after the date such payment was due, shall constitute an event of default (each, an "Event of Default") and each Event of Default shall be deemed to exist and continue so long as it shall not have been remedied.

8.0 INTERCEPT AND REMEDIES ON THE OCCURRENCE OF DEFAULT

8.1 (a) The Board agrees that the Minister of Finance is entitled to deduct from monies appropriated by the Legislature for payment to the Board amounts equal to any amounts that the Board fails to pay under this Agreement. On the occurrence of an Event of Default, the Minister of Finance and such other Minister of the Crown as appropriate is irrevocably authorized to deduct from money appropriated by the Legislature for payment to the Board amounts equal to any amounts that the Board fails to pay to the OFA in accordance with the provisions of this Agreement and to pay such amounts directly to the OFA (the "Intercept").

(b) The Board agrees that any notice from the OFA to the Minister of Finance in relation to this paragraph may be relied upon by such Minister without further inquiry or verification by such Minister and, upon receipt of such notice, an amount equal to the amount that the Board fails to pay to the OFA shall be deducted from money appropriated by the Legislature for payment to the Board and paid to the OFA.

8.2 On the occurrence of any Event of Default and at any time thereafter, so long as the same shall be continuing, the OFA may, in addition to any other remedy available to the OFA at law, at its option, by notice to the Board, invoke the Intercept mechanism to require payment of any amount due and payable under this Agreement.

8.3 No delay or omission of the OFA to exercise any right or remedy accruing upon any Event of Default shall impair any such right or remedy or constitute a waiver of any such Event of Default or an acquiescence therein. Every right and remedy given by this Agreement or by law to the OFA may be exercised from time to time, and as often as may be deemed expedient by the OFA.

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- 8.4 No right or remedy herein conferred upon or reserved to the OFA is intended to be exclusive of any other such right or remedy, and every such right and remedy shall, to the extent permitted by law, be cumulative and in addition to every other right and remedy given hereunder or now or hereafter existing at law or in equity or otherwise. The assertion or employment of any right or remedy hereunder, or otherwise, shall not prevent the concurrent assertion or employment of any other appropriate right or remedy.

9.0 ADMISSIBILITY OF EVIDENCE

- 9.1 Where communications between the parties are provided on an electronic basis under this Agreement, printouts or other tangible reproductions of any electronic record maintained by a party in relation to such communications shall be considered business records in any legal, administrative or other proceedings that may arise in relation to this Agreement.

10.0 INTEREST ACT DISCLOSURE

- 10.1 For the purposes of disclosure pursuant to the Interest Act (Canada), the yearly rate of interest to which any rate of interest payable under this Agreement that is calculated on any basis other than a full calendar year is equivalent may be determined by multiplying such rate by a fraction, the numerator of which is the actual number of days in the calendar year in which such yearly rate of interest is to be ascertained and the denominator of which is the number of days comprising such other basis.

11.0 NOTICES

- 11.1 A notice or other communication pursuant to this Agreement shall be in writing and delivered in person or sent by first class prepaid post or by facsimile transmission (subject, in the case of communication by facsimile transmission, to confirmation by telephone) to the party for which it is intended at the following addresses:

The OFA
Ontario Financing Authority
One Dundas St. West, Suite 1400
Toronto, Ontario
M7A 1Y7

Attention: Executive Director
Capital Markets Division

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Tel. No: (416) 325-8125
Fax No: (416) 325-8111

The Board Windsor-Essex Catholic District School Board

Attention: Superintendent of Business
Tel. No: (519) 253-2481 ext. 1211
Fax No: (519) 985-2924

- 11.2 Either party may change its address for the purposes of receipt of any such communication by giving five business days' prior written notice of such change to the other party in the manner prescribed above.
- 11.3 Any notice so given takes effect, in the case of delivery in person, at the time of delivery, in the case of delivery by first class prepaid post, seven business days after dispatch and, in the case of delivery by facsimile transmission, at the time of confirmation by telephone.
- 12.0 GENERAL
- 12.1 This Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario and the laws of Canada applicable therein.
- 12.2 This Agreement shall be binding on and enure to the benefit of the OFA, and the Board and their respective successors and permitted assigns, except that the Board shall not, without the prior written consent of the OFA assign, pledge or hypothecate any rights or obligations with respect to this Agreement.
- 12.3 If any of the provisions of this Agreement are held to be invalid, illegal or unenforceable by a court or tribunal of competent jurisdiction, the remaining provisions shall remain in full force and effect.
- 12.4 A party, by waiving the breach of any provision of this Agreement, does not waive any further breach of the same provision or any breach of any other provision of this Agreement. A waiver is binding on the waiving party only if it is in writing.
- 12.5 Subject to the provisions herein, this Agreement may not be altered or amended, except by the mutual agreement of the parties evidenced in writing.
- 12.6 Time shall in all respects be of the essence of this Agreement.
- 12.7 All references to time in this Agreement are references to Toronto time, unless otherwise indicated.

- 12.8 If any date on which an act is required to be taken under this Agreement is not a business day, such act shall be taken on the next following business day.
- 12.9 Each party shall, upon request of the other, acting reasonably, use its best efforts to make, do, execute or cause to be made, done or executed all further and other lawful acts, deeds, things, devices, documents, instruments and assurances whatever for the performance of the terms and conditions of this Agreement.
- 12.10 This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements, understandings, negotiations and discussions, oral and written, between the parties.
- 12.11 This Agreement may be executed in counterparts each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF the parties hereto have executed this Agreement.

ONTARIO FINANCING AUTHORITY

BY: _____
 Michael D. Manning
 Executive Director
 Capital Markets Division

WINDSOR-ESSEX CATHOLIC
 DISTRICT SCHOOL BOARD

BY: _____
 Name:
 Title: Chair

BY: _____
 Name:
 Title: Treasurer

SCHEDULE "A"

NEW PUPIL PLACES ELIGIBLE PROJECTS DESCRIPTION

Please provide a list of all the Eligible Projects which are either completed or were substantially completed by April 30, 2010 in respect of which a total of \$29,460,559 (and in respect of which the Eligible Expenditures have not been previously financed on a long-term basis) will be borrowed hereunder. Please provide the name of the school, the SFIS number, a project description and the amount to be borrowed hereunder.

| <u>School Name/SFIS</u> | <u>Description of Eligible Project</u> | <u>Amount to be Borrowed Hereunder</u> |
|---------------------------------|--|--|
| Our Lady of Mount Carmel / 7821 | Renovation of front of building | \$40,641 |
| St. Anthony / 10565 | New school | \$211,768 |
| Holy Names / 7847 | Interior renovations | \$62,598 |
| St. Joseph's Secondary / 10749 | New school | \$18,532,523 |
| St. Anne Secondary / 10564 | New school | \$9,423,016 |
| Our Lady of Mount Carmel / 7821 | Addition / renovation | \$1,190,013 |

SCHEDULE "B" AMORTIZATION SCHEDULE

Borrower Name(s): Windsor-Essex Catholic District School Board
 Program(s): NPP - 25 years - June 2010
 Loan Date (m/d/yyyy): 06/30/2010
 Principal Amount (\$): \$29,460,559.00
 Annual Interest Rate (%): 4.947% includes Annual Admin Fee (%): 0.03%
 Loan Term: 25
 Maturity Date (m/d/yyyy): 05/15/2035
 Payment Frequency: 6
 Loan Type: Amortized

| Payment Date | Total Payment | Principal Amount | Interest Amount | Admin Fee | Principal Balance |
|--------------|----------------|------------------|-----------------|------------|-------------------|
| 11/15/2010 | \$551,022.22 | \$0.00 | \$544,339.12 | \$3,341.55 | 29,460,559.00 |
| 05/16/2011 | \$1,044,019.91 | \$315,312.99 | \$719,868.76 | \$4,419.08 | 29,145,246.01 |
| 11/15/2011 | \$1,044,019.91 | \$323,112.25 | \$712,164.09 | \$4,371.79 | 28,822,133.76 |
| 05/15/2012 | \$1,044,019.91 | \$331,104.44 | \$704,268.84 | \$4,323.32 | 28,491,029.32 |
| 11/15/2012 | \$1,044,019.91 | \$339,294.30 | \$696,178.30 | \$4,273.65 | 28,151,735.02 |
| 05/15/2013 | \$1,044,019.91 | \$347,686.75 | \$687,887.65 | \$4,222.76 | 27,804,048.27 |
| 11/15/2013 | \$1,044,019.91 | \$356,286.78 | \$679,391.92 | \$4,170.61 | 27,447,761.49 |
| 05/15/2014 | \$1,044,019.91 | \$365,099.53 | \$670,686.05 | \$4,117.16 | 27,082,661.95 |
| 11/17/2014 | \$1,044,019.91 | \$374,130.27 | \$661,764.84 | \$4,062.40 | 26,708,531.68 |
| 05/15/2015 | \$1,044,019.91 | \$383,384.38 | \$652,622.97 | \$4,006.28 | 26,325,147.30 |
| 11/16/2015 | \$1,044,019.91 | \$392,867.40 | \$643,254.97 | \$3,948.77 | 25,932,279.90 |
| 05/16/2016 | \$1,044,019.91 | \$402,584.97 | \$633,655.26 | \$3,889.84 | 25,529,694.93 |
| 11/15/2016 | \$1,044,019.91 | \$412,542.91 | \$623,818.10 | \$3,829.45 | 25,117,152.02 |
| 05/15/2017 | \$1,044,019.91 | \$422,747.16 | \$613,737.61 | \$3,767.57 | 24,694,404.86 |
| 11/15/2017 | \$1,044,019.91 | \$433,203.81 | \$603,407.78 | \$3,704.16 | 24,261,201.05 |
| 05/15/2018 | \$1,044,019.91 | \$443,919.11 | \$592,822.45 | \$3,639.18 | 23,817,281.95 |
| 11/15/2018 | \$1,044,019.91 | \$454,899.45 | \$581,975.28 | \$3,572.59 | 23,362,382.50 |
| 05/15/2019 | \$1,044,019.91 | \$466,151.38 | \$570,859.82 | \$3,504.36 | 22,896,231.12 |
| 11/15/2019 | \$1,044,019.91 | \$477,681.64 | \$559,469.41 | \$3,434.43 | 22,418,549.48 |
| 05/15/2020 | \$1,044,019.91 | \$489,497.09 | \$547,797.26 | \$3,362.78 | 21,929,052.39 |
| 11/16/2020 | \$1,044,019.91 | \$501,604.80 | \$535,836.40 | \$3,289.36 | 21,427,447.58 |
| 05/17/2021 | \$1,044,019.91 | \$514,012.00 | \$523,579.68 | \$3,214.12 | 20,913,435.58 |
| 11/15/2021 | \$1,044,019.91 | \$526,726.09 | \$511,019.80 | \$3,137.02 | 20,386,709.50 |
| 05/16/2022 | \$1,044,019.91 | \$539,754.66 | \$498,149.25 | \$3,058.01 | 19,846,954.84 |
| 11/15/2022 | \$1,044,019.91 | \$553,105.49 | \$484,960.34 | \$2,977.04 | 19,293,849.36 |
| 05/15/2023 | \$1,044,019.91 | \$566,786.55 | \$471,445.21 | \$2,894.08 | 18,727,062.81 |
| 11/15/2023 | \$1,044,019.91 | \$580,806.02 | \$457,595.78 | \$2,809.06 | 18,146,256.79 |
| 05/15/2024 | \$1,044,019.91 | \$595,172.25 | \$443,403.78 | \$2,721.94 | 17,551,084.54 |
| 11/15/2024 | \$1,044,019.91 | \$609,893.84 | \$428,860.75 | \$2,632.66 | 16,941,190.70 |
| 05/15/2025 | \$1,044,019.91 | \$624,979.56 | \$413,957.99 | \$2,541.18 | 16,316,211.14 |
| 11/17/2025 | \$1,044,019.91 | \$640,438.43 | \$398,686.62 | \$2,447.43 | 15,675,772.70 |
| 05/15/2026 | \$1,044,019.91 | \$656,279.68 | \$383,037.51 | \$2,351.37 | 15,019,493.03 |

| Payment Date | Total Payment | Principal Amount | Interest Amount | Admin Fee | Principal Balance |
|---------------|------------------------|------------------------|------------------------|---------------------|-------------------|
| 11/16/2026 | \$1,044,019.91 | \$672,512.75 | \$367,001.31 | \$2,252.92 | 14,346,980.27 |
| 05/17/2027 | \$1,044,019.91 | \$689,147.36 | \$350,568.46 | \$2,152.05 | 13,657,832.92 |
| 11/15/2027 | \$1,044,019.91 | \$706,193.42 | \$333,729.15 | \$2,048.67 | 12,951,639.50 |
| 05/15/2028 | \$1,044,019.91 | \$723,661.11 | \$316,473.31 | \$1,942.75 | 12,227,978.39 |
| 11/15/2028 | \$1,044,019.91 | \$741,560.87 | \$298,790.65 | \$1,834.20 | 11,486,417.52 |
| 05/15/2029 | \$1,044,019.91 | \$759,903.38 | \$280,670.61 | \$1,722.96 | 10,726,514.14 |
| 11/15/2029 | \$1,044,019.91 | \$778,699.59 | \$262,102.37 | \$1,608.98 | 9,947,814.55 |
| 05/15/2030 | \$1,044,019.91 | \$797,960.72 | \$243,074.85 | \$1,492.17 | 9,149,853.83 |
| 11/15/2030 | \$1,044,019.91 | \$817,698.28 | \$223,576.68 | \$1,372.48 | 8,332,155.55 |
| 05/15/2031 | \$1,044,019.91 | \$837,924.05 | \$203,596.22 | \$1,249.82 | 7,494,231.51 |
| 11/17/2031 | \$1,044,019.91 | \$858,650.10 | \$183,121.55 | \$1,124.13 | 6,635,581.41 |
| 05/17/2032 | \$1,044,019.91 | \$879,888.81 | \$162,140.43 | \$995.34 | 5,755,692.60 |
| 11/15/2032 | \$1,044,019.91 | \$901,652.86 | \$140,640.35 | \$863.35 | 4,854,039.74 |
| 05/16/2033 | \$1,044,019.91 | \$923,955.24 | \$118,608.46 | \$728.11 | 3,930,084.50 |
| 11/15/2033 | \$1,044,019.91 | \$946,809.27 | \$96,031.61 | \$589.51 | 2,983,275.22 |
| 05/15/2034 | \$1,044,019.91 | \$970,228.60 | \$72,896.33 | \$447.49 | 2,013,046.62 |
| 11/15/2034 | \$1,044,019.91 | \$994,227.21 | \$49,188.79 | \$301.96 | 1,018,819.42 |
| 05/15/2035 | \$1,044,019.91 | \$1,018,819.42 | \$24,894.85 | \$152.82 | 0.00 |
| Total: | \$51,707,998.04 | \$29,460,559.00 | \$21,977,609.57 | \$134,914.73 | |

SCHEDULE "C"

**PAYOR PRE-AUTHORIZED DEBIT AGREEMENT
(this "PAD Agreement")**

TO: Ontario Financing Authority (the "OFA")

Payor (the "Board"):

| | |
|-----------------|---|
| _____ | _____ |
| Full Legal Name | Exact Name in which Account is Held |
| _____ | _____ |
| Address | Telephone Number |
| _____ | _____ |
| City | Province Postal Code |

Payor's Financial Institution (the "Bank"):

| | |
|------------------|---|
| _____ | _____ |
| Name of Bank | Address |
| _____ | _____ |
| City | Province Postal Code |
| _____ | _____ |
| Bank Account No. | Branch No. Institution No. |

1. Scope

The Board acknowledges that this PAD Agreement is provided for the benefit of the OFA and the Bank, and is provided in consideration of the Bank agreeing to process pre-authorized debits (each, a "PAD") against the Board's account specified above (the "Account") in accordance with the rules of the Canadian Payments Association (the "CPA").

The Board represents that all information provided with respect to the Account is complete and accurate. A specimen cheque if available for the Account has been marked "VOID" and is attached to this PAD Agreement.

The Board undertakes to inform the OFA in writing of any change in the Account information provided in this PAD Agreement at least 5 business days prior to the next following PAD.

2. Valid Authority

The Board warrants and guarantees that all persons whose signatures are required to sign on the Account have signed this PAD Agreement.

3. Purpose of Debits, Amount and Timing

Business PAD

The Board authorizes the OFA to debit or cause to be debited a fixed amount from the Account which amount will be debited with set frequency determined by the Board in its sole discretion. The Board and the OFA agree that the fixed amount of each such debit is for payment due and owing by the Board to the OFA in respect of a loan agreement dated as of June 30, 2010.

4. Cancellation of Agreement

This PAD Agreement may be cancelled at any time upon notice being provided by the Board, in writing at least 5 business days prior to the next following PAD. The Board acknowledges that, in order to revoke this authorization, the Board must provide notice of revocation to the OFA. This PAD Agreement applies only to the method of payment and does not otherwise have any bearing on the payment obligations of the Board to the OFA.

5. Acceptance of Delivery of Authorization

The Board acknowledges that providing and delivering this agreement to the OFA constitutes delivery by the Board to the Bank. Any delivery of this authorization to the OFA constitutes delivery by the Board.

6. Waiver of Pre-Notification

The Board understands that no pre-notification shall be required prior to a PAD being exchanged or cleared provided the authorization occurs in compliance with this PAD Agreement.

The Board authorizes and instructs the OFA to issue, without pre-notification, a new PAD for a dishonoured PAD amount in accordance with this Agreement.

7. Validation by the Bank

The Board acknowledges that the Bank is not required to verify that a PAD has been issued in

accordance with the particulars of the PAD Agreement including, but not limited to, the amount.

The Board acknowledges that the Bank is not required to verify that any purpose of payment for which the PAD was issued has been fulfilled by the OFA as a condition to honouring a PAD issued or caused to be issued by the OFA on the Account.

8. Payor's Rights of Dispute

The Board may dispute a pre-authorized debit under the following conditions:

- (i) the debit was not drawn in accordance with this PAD Agreement; or
- (ii) this PAD Agreement was revoked or cancelled.

In order to be reimbursed, the Board must complete a declaration form to the effect that either (i) or (ii) took place at the above indicated branch of the Bank up to and including 10 calendar days, after the date on which the PAD in dispute was posted to the Account.

The Board acknowledges that disputes after the above noted time limitation are matters to be resolved solely between the OFA and the Board.

9. Board Acceptance

The Board acknowledges receipt of a signed copy of this PAD Agreement. The Board acknowledges that it has read, understands, and accepts the terms and conditions of this PAD Agreement.

Signature(s) or Authorized Signature(s) of Account Holder(s) (Date)

Signature(s) or Authorized Signature(s) of Account Holder(s) (Date)

*****For verification, please attach a blank cheque marked "VOID" to the completed Agreement.***** Do not require if banking instructions have not changed.

CERTIFICATE OF THE DIRECTOR OF EDUCATION

TO: Ontario Financing Authority
AND TO: Windsor-Essex Catholic District School Board

IN THE MATTER OF a loan agreement dated June 30, 2010 between the Ontario Financing Authority, as lender, and the Windsor-Essex Catholic District School Board (the "Board"), as borrower, for a loan in the principal amount of \$29,460,559 and repayable by instalments of combined (blended) principal and interest by May 15, 2035 (the "Loan Agreement"), authorized by By-law Number 2010-2 (the "By-law")

I, Joseph Berthiaume, in my capacity as Director of Education of the Board and without personal liability do hereby certify as follows (capitalized terms not otherwise defined herein shall have their respective meanings specified in the Loan Agreement):

1. The representations and warranties of the Board in the Loan Agreement are true and correct in all material respects on and as of the date hereof with the same effect as if made on the date hereof and the Board has complied with all the agreements and satisfied all the conditions on its part to be performed or satisfied under the Loan Agreement at or prior to the date hereof;
2. There has been no Material Adverse Change with respect to the Board as indicated in the Loan Agreement;
3. The By-law was finally passed and enacted by the Board on the 21st day of June, 2010 in full compliance with the *Education Act*, as amended (the "Act") at a duly called meeting at which a quorum was present. Forthwith after the passage of the By-law, the same was signed by the Chair of the Board, being the head of the Board, and the Director of Education of the Board. Attached as Schedule "A" hereto is a duplicate original or a certified true copy of the By-law, as the case may be;
4. No application has been made or action brought to quash, set aside or declare invalid the By-law nor has the same been in any way repealed, altered or amended and the By-law is now in full force and effect;
5. All of the recitals contained in the By-law are true in substance and fact;
6. The Loan Agreement authorized pursuant to the By-law has been duly signed by Fred Alexander, the duly elected Chair of the Board, and by me, the duly appointed Treasurer of the Board, in accordance with the By-law. As at the date hereof, the respective office set forth in this paragraph is held by each of the relevant signatories to the Loan Agreement as described in this paragraph.
7. The Loan Agreement is in all respects in accordance with the By-law and in signing the Loan Agreement and borrowing money under the Loan Agreement, the Board is not exceeding its borrowing powers;

- 2 -

8. The By-law, the execution and delivery of the Loan Agreement and the transactions contemplated thereby do not conflict with, or result in a breach or violation of any statutory provisions which apply to the Board or any agreement to which the Board is a party or under which the Board or any of its property is or may be bound, or, to the best of my knowledge, violate any order, award, judgment, determination, writ, injunction or decree applicable to the Board of any regulatory, administrative or other government or public body or authority, arbitrator or court.

Dated June 30, 2010

Name: Joseph Berthiaume
Title: Director of Education

I, Mario Iatonna, Superintendent of Business of the Board do hereby certify that the signature of Joseph Berthiaume, Director of Education of the Board described above, is true and genuine.

Mario Iatonna, Superintendent of Business



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

Meeting Date:
June 21, 2010

BOARD REPORT

Public **In-Camera**

PRESENTED FOR: Information Approval

PRESENTED BY: J. Courtney, Trustee Representative

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

SUBJECT: **ELEMENTARY SCHOOL COUNCIL – UMBRELLA GROUP**

RECOMMENDATION:

That the Board receive the report of the May 18, 2010, Elementary School Council – Umbrella Group meeting as information.

SYNOPSIS: The Elementary School Council – Umbrella Group meets a number of times during each school year. All reports of the Elementary School Council – Umbrella Group are to be received by the Board.

BACKGROUND COMMENTS: Every elementary school in the Windsor-Essex Catholic School Board has a school council as per Board Policy SC:01 – Catholic School Councils. In addition, an Elementary School Council - Umbrella Group, that includes school council representation from each of the Board’s elementary schools, members of senior administration and Board Trustees, meets to discuss matters of regional concern or interest in an open forum format. These meetings offer an opportunity to bring forth Board program initiatives from various departments, “best practices” systems in schools, a sharing of solutions, etc.

FINANCIAL IMPACT: N/A

TIMELINES: The Elementary School Council – Umbrella Group meetings are scheduled for 7:00 p.m. and the next meeting will be announced at a later date.

APPENDICES:

- Elementary School Council – Umbrella Group of May 18, 2010

REPORT REVIEWED BY:

| | | |
|--|----------------|--------------|
| <input checked="" type="checkbox"/> EXECUTIVE COUNCIL | Review Date: | June 7, 2010 |
| <input checked="" type="checkbox"/> SUPERINTENDENT | Approval Date: | June 7, 2010 |
| <input checked="" type="checkbox"/> DIRECTOR OF EDUCATION: | Approval Date: | June 7, 2010 |



1325 California Avenue
Windsor, ON N9B 3Y6
CHAIRPERSON: Fred Alexander
DIRECTOR OF EDUCATION: Joseph Berthiaume
Telephone: (519) 253-2481 FAX: (519) 253-8397

ELEMENTARY SCHOOL COUNCIL UMBRELLA GROUP (PARENT INVOLVEMENT COMMITTEE)

NOTES FROM THE MAY 18, 2010 MEETING

The Elementary School Council Umbrella Group met on May 18, 2010 at the Catholic Education Centre in the John Paul II Boardroom, beginning at 7:00 p.m.

Present from the Elementary School Councils:

| | | | |
|---------------------------------|--------------------------|--------------------------|----------------------------|
| Nancy Hannon | Christ the King | Peter Mouawad, Todd Shaw | St. Christopher |
| Heather McAuley, Tal Czudner | St. Gabriel | Heather McGuire-Rainone | St. James |
| Dominic Valente, Shelley Bolger | Notre Dame | Bernie Robinet | St. John the Baptist |
| Angela Mancini | Our Lady of Mount Carmel | Janet Mendez | Our Lady of Perpetual Help |
| Susan Gillis | St. Joseph | Susan Gillis | St. Joseph |
| Rose Martin | St. Anthony | | |

The following members of the High School Council were also in attendance for the Student Support Leadership Initiative (SSLI) presentation: M. Allen, J. Bachmeier, J. Bennett, and S. Boglitch.

Board of Trustees:

Trustee J. Courtney sent regrets due to a commitment to attend a School Council meeting

Present from Administration:

| | |
|----------------|---|
| Jamie Bumbacco | Assistant Superintendent, Human Resources, Academic Staff |
| Cathy Geml | Superintendent of Education |

Guests:

Members of the Student Support Leadership Initiative (SSLI): Heather Liffiton and Cathy Geml.

Regrets: Trustee J. Courtney sent regrets due to her attendance a School Council meeting.

Recording Secretary: D. Steffens

1. Call To Order and Opening Prayer: J. Bumbacco opened the meeting with a prayer and welcomed everyone.
2. Opening Remarks
3. Introduction of Senior Administration and Trustees
4. Introduction of Elementary School Council Representatives
5. Presentation:
 - a) **Student Support Leadership Initiative (SSLI)** – Heather Liffiton, Project Manager of the Student Support Leadership Initiative (SSLI) were in attendance to provide a presentation on their program “Leading the Way: Community Partnership in Children’s Mental Health.” Funded by the Ministry of Children and Youth in conjunction with the Ministry of Education, the local group has developed a number

“Learning together in faith and service”

of initiatives to assist students with mental health needs. Members of the Windsor Essex Student Support Leadership Initiative are designated as a “cluster group” and include: Windsor Western Regional Children’s Centre; John McGivney Children’s Centre School Authority; Windsor-Essex Catholic District School Board; and, Greater Essex County District School Board. Schools and service providers will be provided with “tool kits” with information about mental health issues with children and youth and ways to access community based services. The group expects to launch a website later this month to provide additional information intended to raise awareness about children’s mental health needs and to facilitate access to services and supports in our community. www.werkidsmentalhealth.com

6. Other Board Updates/Initiatives: J. Bumbacco provided a brief verbal update on the following items:

- **2010 - 2011 Parents Reaching Out (PRO) Grants** (pages 4 to 17)- The Ministry of Education has announced the 2010 - 2011 Parents Reaching Out (PRO) grants program for 2010 - 2011 school year. The grants are available to school councils for a maximum of 41,000 for school-based programs intended to reach parents who face barriers to becoming involved in their child’s education. School councils may develop proposals individually, with other school councils in the same board, or with other groups in the school or in the community. Eligible projects must fall under at least one of the following areas: Parents as Partners; Welcoming School Board and School Environment for all Parents; and Skill Building Opportunities for Parents. The deadline for the 2010 - 2011 grant proposal submissions is June 11, 2010. **ACTION: Parent volunteers who are interested in assisting in developing a regional grant proposal are to provide their name to J. Bumbacco as soon as possible. J. Bumbacco to look into the status of the approved grants for the 2009 - 10 school year.**
- **Retirement Announcement - Director of Education** - On April 27th, the Board of Trustees accepted with regret the retirement notice from Joseph Berthiaume Director of Education. The recruitment process will take place through the month of May.
- **Premier’s Awards for Teaching Excellence** - The Windsor-Essex Catholic District School Board is proud to congratulate Diane Nehmetallah, Food Service and Hospitality Technology Teacher at Assumption College Catholic High School upon being awarded the highest honour - the Premier’s Teacher of the Year Award. Ms. Nehmetallah is one of five teachers from across the province to receive this prestigious award.
- **Catholic Education Week - Update** - Catholic Education Week was successfully celebrated at schools across the system last week.
- **Board Policies Currently Posted for Public Consultation** were included in the agenda package for reference. They are also available on the Board’s website at www.catholicboard.ca.
- **Development of the 2010-11 School Year Budget** - The Windsor-Essex Catholic District School Board’s 2010-11 budget process is now underway. Requests for input on the budget are being emailed to school councils, principals and other stakeholders. In addition, an advertisement is being placed in the Windsor Star and is being included on the Board’s website to solicit broader community comments. It is noted that the Ministry of Education has pushed back the budget submission deadline for all school boards from the traditional end of June date, to the end of July for this year only. This change has been necessitated by the significant amendments to the budget documents that boards are required to submit to the Ministry to accommodate revised accounting standards. The later deadline will push the process beyond the end of the school year, making it somewhat more challenging to obtain input from all interested parties. It is anticipated that draft budget documents will be available to stakeholders on or about June 17, 2010. **ACTION: School Councils can forward comments with regard to next year’s school budget to Superintendent of Business M. Iatonna or to their local trustee. Any comments received by July 9, 2010 will be considered before finalizing a recommendation to the Board of Trustees.**
- **Elementary Day of Champions** - On Friday, May 21, 2010, the Windsor-Essex Catholic District School Board will host the 3rd Annual Elementary Day of Champions for students in grades 6, 7 and 8 who will be entering the Life Skills programs in high school. This “crazy Olympics” style event promotes a sense of community among elementary students, staff members, and volunteers from our Life Skills programs in local Catholic high schools. The event will be held at the Novelletto Rosati Sports Complex from 10:00 a.m. to 1:00 p.m.
- **Visit by the Minister of Education** - On her first trip to the area since being named Ontario’s Minister of Education, Leona Dombrowsky took time out of her busy schedule to visit Assumption College Catholic High School. During her visit to the school, Minister Dombrowsky visited a Biology class to discuss various science projects.
- **Focus on Youth Summer Programs** - This is the second year that local school boards have been selected to run a Focus on Youth summer program. Focus on Youth is a partnership between the Ontario Ministry of Education, school boards and local community agencies. The objective of the

program is to enhance high quality summer program opportunities for children and youth in identified urban areas by offering free use of school space for community-based not for profit groups, and by providing employment opportunities and leadership activities for the youth of these communities. The wide range of choices provided through this initiative will promote learning through play, healthy lifestyle and positive self image which will impact on student achievement during the school year and well into the future. School boards in Ottawa, Toronto, and Hamilton will also be offering the program. The program will be running from Monday July 5th to Friday August 13th. Additional information on the activities available for children and youth will be available at a later date.

- **Upcoming Municipal Elections 2010 - Tax Assessment Information** - Information pertaining to tax support and voting rights was provided as a reminder that every time you change your residence your tax support defaults to the public board. Contact Denise Kimmerly in the Board's Assessment Department if you have any questions regarding the direction of your tax support.
- **Update: Ministry of Education's Health and Physical Education Curriculum document (Grades 1-8)** - A statement from Thomas Collins, Archbishop of Toronto and President of the Assembly of Catholic Bishops of Ontario, Paula Peroni, President of the Ontario Catholic School Trustees' Association, and James Ryan, President of the Ontario English Catholic Teachers' Association was provided to attendees.
- **2010 Parent Involvement Committee (PIC) Symposium** - Handouts from the April 16th first annual Ministry of Education Parent Involvement Committee Symposium were provided. Two parents who had registered were unable to attend due to family and workplace commitments.
- **Ontario Invites Public Input on Financial Literacy in Education** - (Handout was provided) - Starting in September 2011, Grade 4 to 12 students in Ontario will be learning to make informed choices and effective decisions about the use and management of money. The Ministry of Education is currently seeking public input into development of the elementary and secondary curriculum. Additional information can be found on the Ministry's website.
- **First Annual Bullying Awareness and Prevention Week** - (Handout was provided) - The Legislative Assembly of Ontario recently passed a resolution to recognize Bullying Awareness and Prevention Week. Ontario's Bullying Awareness and Prevention Week will be recognized the third week of every November, starting with November 15 - 19, 2010.

School Council members are invited to visit the Board's website to browse the parent resources available: www.catholicboard.ca.

7. Roundtable Discussion / Questions

- **ISSUE: Heart Defibrillators in Schools:** An inquiry was made as to obtaining heart defibrillators in schools. **ACTION: J. Bumbacco will bring the inquiry to the attention of Executive Council. School Councils can also approach their local trustee to indicate their interest.**
- **ISSUE: First Aid and CPR Training:** A specific incident was brought forward where nearby staff had not received training to assist and an inquiry was made into the possibility of all teachers being training in first aid and CPR training. J. Bumbacco explained the current practice for ensuring a number of staff are trained for each school.
- **ISSUE: Restriction on Use of Dunk Tanks and Air Filled Fun Structures at School Events:** An inquiry was made as to why schools have been directed not to use dunk tanks and air filled fun structures at school events, such as fun fairs. J. Bumbacco explained the issues around liability and indicated that the Board's insurance provider, Ontario School Boards' Insurance Exchange (OSBIE) has provided an opinion that these are high risk activities for liability purposes. A request was made that School Councils be notified earlier in the school year of activity restrictions that may affect the organization of large school events.
- **ISSUE: Playground Equipment** – An inquiry was made as to the status of playground equipment and future direction around the installation and maintenance requirements. J. Bumbacco indicated the Board is proactive in taking steps to prevent playground risk to children. School Council, can at their own expense and with the approval of the board, install playground equipment that meets the Children's Playspace & Equipment Standard. Issues arise around the ongoing maintenance of keeping the equipment up to standard. School Councils may also explore playground alternatives such as areas utilizing natural structures that do not require traditional types of playground equipment.
- **ISSUE: School Council Input re Budgeting Ideas:** An inquiry was made as to the appropriate forum for School Councils to provide input into areas where the board may realize budget savings. J. Bumbacco advised the budget for the 2010-2011 school year is currently under consideration by the Board and School Councils could submit feedback through that process, through their local trustee, through their principal or as a delegation at a Board meeting.

- **ISSUE: Funding for Musical Instruments:** An inquiry was made into receiving additional funding to purchase musical instruments. J. Bumbacco reported that availability of additional funds for musical instruments is unknown at this time, mainly due decreases in overall grants which are tied in with declining enrolment.
- **ISSUE: School Councils Funding to Support Parent Involvement:** An inquiry was made as the availability of funding that was previously allocated to School Councils (approximately \$500 annually per school council) to support parent involvement activities at the local level. J. Bumbacco advised School Councils to ask their principals.
- **ISSUE: Sports Track Installations:** A question was raised as to how School Councils would begin the process to have a sports track installed at their school. J. Bumbacco advised it would be appropriate to work through the school principal who would initiate discussions with the school superintendent and facility services for process approvals and installation.
- **ISSUE: HALT Program:** An inquiry was made into the assignment of Healthy Active Living Teachers. J. Bumbacco explained the process, indicating Human Resources is currently receiving proposals from schools for next year's specialty teacher assignments.
- **ISSUE: Use of Port-a-Paks vs. Portables –** An inquiry was made into the possibility of the Board installing port-a-paks rather than portables to address concerns around students having to walk outdoors to enter the school for various reasons, especially in inclement weather. J. Bumbacco indicated each school site is carefully considered for their ongoing space requirements due to local enrolment trends, long-term needs and financial
- **ISSUE: Kiss N' Ride Program - City of Windsor:** An inquiry was made as to the status of the Kiss N' Ride Program following a School Council presentation made by a City of Windsor Traffic Official who advised that the City of Windsor is considering dissolution of the program. **ACTION: J. Bumbacco will follow-up to confirm whether any changes are planned for the Kiss N' Ride Program.**

8. Adjournment - The meeting ended at 8:40 p.m.

The next meeting will be held in the new school year.



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

Meeting Date:
June 21, 2010

BOARD REPORT

Public **In-Camera**

PRESENTED FOR: Information Approval

PRESENTED BY: High School Council Trustee Member – S. Porcellini

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

SUBJECT: **HIGH SCHOOL COUNCIL MEETING OF MAY 13, 2010**

RECOMMENDATION:

That the Board receive the report for the May 13, 2010 High School Council meeting as information.

SYNOPSIS: The High School Council meets several times during each school year. In accordance with Board By-Laws, as a committee of the Board, all reports of High School Council meetings are to be received by the Board.

BACKGROUND COMMENTS: Every school in the Windsor-Essex Catholic School Board has a Catholic School Council; a group made up of parents, school staff and community representatives to offer advice to principals and the board on various topics. In addition, the board has regional *High School Council* that includes school council representation from all of the board’s secondary schools, provides an opportunity for secondary Catholic School Council members and principals to discuss matters of regional concern or interest with each other and their area superintendent. These meetings also offer the chance to share successes, experiences and "best practices" followed at their schools.

FINANCIAL IMPACT: n/a

TIMELINES: High School Council meetings are tentatively scheduled for 7:00 p.m. on the second Thursday of each month during the school year with the exception of December and March. The last meeting occurred on June 3; for which the report will be presented to the Board following approval by the High School Council at its next meeting. The next meeting has been scheduled as follows:

- October 7, 2010 – hosted by Holy Names Catholic High School

APPENDICES:

- High School Council Report of May 13, 2010

REPORT REVIEWED BY:

- EXECUTIVE COUNCIL
- SUPERINTENDENT
- DIRECTOR OF EDUCATION:

Review Date: June 14, 2010

Approval Date: June 14, 2010

Approval Date: June 14, 2010



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

HIGH SCHOOL COUNCIL MEETING
 (PARENT INVOLVEMENT COMMITTEE)

REPORT

Thursday, May 13, 2010 at 7:00 p.m.
Host: St. Anne Catholic High School

HIGH SCHOOL COUNCIL MEMBERS PRESENT:

Catholic School Council Parent Representatives:

- | | |
|---|---|
| Assumption College: Sam Boglitch | Holy Names: Sherri Zorzit |
| Cardinal Carter: No representative. | St. Anne: Ann Marie Silva and Anna Boston |
| Catholic Central: Janice Bennett | St. Joseph's: Gina Antogiovanni |
| F. J. Brennan: Regrets | St. Thomas of Villanova: Greg Farrah (Chair) and Marie Allen, Parent Representative |
| St. John the Baptist Elementary School: Community Representative: | Bernie Robinet |
| Board of Trustees Representative: | Joe Bachmeier |
| Student Trustee Representative: | Shannon Porcellini |
| | Regrets |

ADMINISTRATIVE RESOURCE PRESENT:

- | | |
|---|--|
| Superintendent of Education: | JoAnne Shea, Assistant Superintendent |
| School Administrator Representative(s): | Jim Minello, Principal St. Anne Catholic High School |
| Recording Secretary: | D. Steffens |

1. Call To Order and Opening Prayer - Chair Farrah called the meeting to order at 7:09 p.m. and led the group in the Prayer for World Catholic Education Day.
2. Introduction of Members and Roll Call
3. Approval of Agenda

Moved by: S. Zorzit Seconded by: J. Bennett
THAT the agenda be approved as distributed. CARRIED.

4. Presentation: None.
5. Approval of and Business Arising from the April 8, 2010 Report

Cardinal Carter – G. Farrah will follow up with Cardinal Carter Catholic High School regarding representation on the High School Council.

A correction to the Meeting Report of Thursday, April 8, 2010 was noted.

Moved by: S. Zorzit Seconded by: J. Bennett
THAT the Report of April 8, 2010 be approved as corrected. CARRIED.

6. New Business:

- a) Draft Board Policies Currently Posted for Consultation and Feedback (for information): The following Board Policies currently under the consultation phase of development and/or review were provided.

- Draft New Policy ST:25 Voluntary Aboriginal Self-Identification
- Draft New Policy SC:19 Environmental Education
- Draft New Policy B:08 Facility Partnerships

Members were invited to review the documents in their own time and submit feedback to the Manager of Human Resources and Policy Development. Discussion occurred on the feedback process and the possibility of including a brief synopsis that provides background on the proposed amendments or new policy development.

- b) Student Achievement Initiative: Growing Success (Assessment and Evaluation) - Assistant Superintendent Shea reported on the Ministry of Education's initiatives: *Growing Success - K-12 Assessment, Evaluation and Reporting Policy* and the *K - 12 School Effectiveness Framework*. The initiatives, which are intended to update and clarify policy for assessing, evaluating and reporting student achievement, will include changes to report cards at both the elementary and secondary level beginning in September 2010 and necessitate a review of the Board's Policy ST23 K - 12 Assessment and Evaluation.

- c) Student Achievement Initiative: Differentiated Instruction - Assistant Superintendent Shea reported on new developments in the area of differentiated instruction and linking differentiated instruction, assessment for learning, student engagement and student achievement. Differentiation is a teaching concept in which the classroom teacher plans for the diverse needs of all students in the classroom. The teacher must consider such differences as the students' learning preferences, interests and readiness. Additional information on differentiated instruction can be found at: www.edugains.ca.

7. Superintendent of Education's Report - Assistant Superintendent Shea provided a brief update on the following faith development and student achievement initiatives, and other initiatives and events taking place at the board:

- a) **2010 - 2011 Parents Reaching Out (PRO) Grants** - The Ministry of Education recently announced the 2010 - 2011 Parents Reaching Out (PRO) grants program for 2010 - 2011 school year. The grants are available to school councils for a maximum of \$1,000 for school-based programs intended to reach parents who face barriers to becoming involved in their child's education. School councils may develop proposals individually, with other school councils in the same board, or with other groups in the school or in the community. Eligible projects must fall under at least one of the following areas: Parents as Partners; Welcoming School Board and School Environment for all Parents; and Skill Building Opportunities for Parents. The deadline for the 2010 - 2011 grant proposal submissions is Friday, June 11, 2010. For more information please visit the parent section of the Ministry of Education's website. G. Farrah and S. Zorzit volunteered to assist with the development of a regional grant proposal.
- b) **Retirement Announcement - Director of Education** - On April 27th, the Board of Trustees accepted with regret the retirement notice from Joseph Berthiaume Director of Education. The recruitment process will take place through the month of May.
- c) **Premier's Awards for Teaching Excellence** - The Windsor-Essex Catholic District School Board is proud to congratulate Diane Nehmetallah, Food Service and Hospitality Technology Teacher at Assumption College Catholic High School upon being awarded the highest honour - the Premier's Teacher of the Year Award. Ms. Nehmetallah is one of five teachers from across the province to receive this prestigious award.

- d) **Catholic Education Week - Update** - Catholic Education Week was successfully celebrated at schools across the system last week.
- e) **Development of the 2010-11 School Year Budget** - The Windsor-Essex Catholic District School Board's 2010-11 budget process is now underway. Requests for input on the budget are being emailed to school councils, principals and other stakeholders. In addition, an advertisement is being placed in the Windsor Star and is being included on the Board's website to solicit broader community comments. It is noted that the Ministry of Education has pushed back the budget submission deadline for all school boards from the traditional end of June date, to the end of July for this year only. This change has been necessitated by the significant amendments to the budget documents that boards are required to submit to the Ministry to accommodate revised accounting standards. The later deadline will push the process beyond the end of the school year, making it somewhat more challenging to obtain input from all interested parties. It is anticipated that draft budget documents will be available to stakeholders on or about June 17, 2010. Any comments received by July 9, 2010 will be considered before finalizing a recommendation to the Board of Trustees.
- f) **Secondary Day of Champions** has been scheduled for Wednesday, June 9th. Additional information will be provided to schools as the date approaches.
- g) **Visit by the Minister of Education** - On her first trip to the area since being named Ontario's Minister of Education, Leona Dombrowsky took time out of her busy schedule to visit Assumption College Catholic High School. During her visit to the school, Minister Dombrowsky visited a Biology class to discuss various science projects including solar panel models, wind turbines and a hybrid car.
- h) **Focus on Youth Summer Programs** - This is the second year that local school boards have been selected to run a Focus on Youth summer program. *Focus on Youth* is a partnership between the Ontario Ministry of Education, school boards and local community agencies. The objective of the program is to enhance high quality summer program opportunities for children and youth in identified urban areas by offering free use of school space for community-based not for profit groups, and by providing employment opportunities and leadership activities for the youth of these communities. The wide range of choices provided through this initiative will promote learning through play, healthy lifestyle and positive self image which will impact on student achievement during the school year and well into the future. School boards in Ottawa, Toronto, and Hamilton will also be offering the program. The program will be running from Monday July 5th to Friday August 13th. Application forms for WECDSB students wishing to apply for employment with Focus on Youth summer programs will be posted on the website on May 17th once the community group applications have been submitted, reviewed and selected.
- i) **Upcoming Municipal Elections 2010 - Tax Assessment Information** - Information pertaining to tax support and voting rights was distributing providing a reminder that every time a property owner changes residences the tax support defaults to the public board. Contact D. Kimmerly in the Board's Assessment Department for questions regarding the direction of tax support.
- j) **Update: Ministry of Education's Health and Physical Education Curriculum document (Grades 1-8)** - A statement from Thomas Collins, Archbishop of Toronto and President of the Assembly of Catholic Bishops of Ontario, Paula Peroni, President of the Ontario Catholic School Trustees' Association, and James Ryan, President of the Ontario English Catholic Teachers' Association concerning the recent announcements concerning a revised Health and Physical Education Curriculum document (Grades 1-8) was distributed.
- k) **2010 Parent Involvement Committee (PIC) Symposium** - Handouts from the April 16th Ministry of Education's first annual Parent Involvement Committee Symposium were provided. The two parents who registered were unable to attend due to family and workplace commitments.
- l) **Ontario Invites Public Input on Financial Literacy in Education** - (Handout was provided) - Starting in September 2011, Grade 4 to 12 students in Ontario will be learning to make informed choices and effective decisions about the use and management of money. The Ministry of Education is currently seeking public input into development of the elementary and secondary curriculum. Additional information can be found on the Ministry's website.

- m) **Bullying Awareness and Prevention Week** - (Handout was provided) - The Legislative Assembly of Ontario recently passed a resolution to recognize Bullying Awareness and Prevention Week. Ontario's Bullying Awareness and Prevention Week will be recognized the third week of every November, starting with November 15 - 19, 2010. Additional information can be found in the handout provided this evening.
- n) **Student Support Leadership Initiative** - A reminder was provided of the Student Support Leadership Initiative (SSLI) presentation that will be held at the May 18 Elementary School Council Umbrella Group Meeting. Members of the High School Council were invited to attend. M. Allen provided a brief overview of the SSLI workshop she attended on May 7.
8. Board of Trustees Report - Trustee Porcellini, provided comment on the following:
- Several Principal and Vice-Principal appointments and transfers will occur in September 2010 due to retirements and promotions.
 - Trustee Porcellini announced that she will not be running as a school board trustee candidate in the 2010 Municipal Elections and indicated she will participate as a member of the High School Council until the end of her current term.
9. Student Senate Report and Students Helping Students Update
- a) Student Senate Report: Sent regrets this evening.
- b) Students Helping Students Update: Meeting will be set up this week in order to review student applications for assistance. Discussion was held regarding the process for waiving student activity fees.
10. Chairperson Farrah's Report/Comments - Chair Farrah, provided comment on the following:
- Chair Farrah encouraged members to attend the Student Support Leadership Initiative (SSLI) presentation that will be held at the May 18 Elementary School Council Umbrella Group Meeting.
11. Round Table Discussion and Comments
- a) B. Robinet, Chair St. John the Baptist Catholic Elementary School Council provided a brief update on the School Council fundraising activities at the school.
- b) J. Bachmeier, Community Representative High School Council, reported that he will be the Community Liaison for both Boards in the new school year.
- c) J. Bennett, Chair Catholic Central High School Council, provided comment on the following:
- Catholic Central High School will have a new school administration team next year due to the retirement of Principal D. Kennedy and Vice-Principal R. Innocente, and the transfer of P. Hickson. A retirement tea for Ms. Kennedy and Mr. Innocente will be held on June 16th from 3:30 to 6:30 p.m.
 - Council for Exceptional Children (CEC) Chapter Bursary and Award Winners: Congratulations were extended to Principal D. Kennedy upon receiving the CEC Chapter Award and student K. Villegas upon receiving a CEC Student Award.
 - Other events: Senior Prom is May 14; Bursary Gala and Silent Auction is May 20; Spring Music Concert is June 2; Evening of Excellence June 8; Yard Sale Fundraiser is June 12; and Graduation Mass and Ceremony is June 25.
- d) J. Minello, Principal St. Anne Catholic High School, provided comment on the following:
- an overview of the school will be offering a new course next year: Hockey specific co-ed Physical Education Course.

- e) G. Antogiovanni, Chair St. Joseph Catholic High School Council, provided comment on the following:
- The school recently hosted a dinner for local veterans; fifteen students, under the guidance of L. Beltran, Department Head of Canadian and World Studies, have been working on the "Memory Initiative" and recently published the book *Voices of Our Veterans* that includes interviews of 14 Veterans, ranging in age from 23 to 94, from the Windsor-Essex County area who represented the five theatres of war in all divisions of the Canadian Military. Copies of the books are available through www.blurb.com.
- f) S. Zorzit, Chair Holy Names Catholic High School Council, provided comment on the following:
- Student leaders recently participated in the Spring Muskoka Woods Leadership Experience; Forty students went to New York City on an arts/drama/dance field trip; the School Council hosted a book fair with all proceeds supporting the "Students Helping Students" initiative; the God Squad organized a Pasta for Poverty night; "The One called Jesus" clay artefact collection is currently on display at the school; May 14 is Prom night; May 18 is Career Day at Comerica Park; a Dinner Theatre Murder Mystery Dinner will be held on May 20, the Festival Choir and Concert Band will be performing at Walt Disney World from May 19 to 24th; and, May 28th is the school's annual We Walk for Kids fundraising event that will include a night performance by the Jody Raffoul Band. Congratulations were extended to student T. Chandak who qualified for the prestigious Developing Excellence Celebrating Achievement (DECA) International competition beating out more than 7,000 students.
- g) S. Boglitch, Vice-Chair Assumption College Catholic High School Council, provided comment on the following:
- Feeder School Fun Fair will be held on May 28th, anti-bullying events were held during Spirit week, the school band travelled to Chicago at the end of April, the school debate team won at the annual Odette School of Business Richard Peddie High School Debate Invitational; several students received gold medals at this year's regional science fair; the International Baccalaureate program will grow to three sections next year; L. Limarzi was elected by her peers to be one of two Student Trustees for the 2010-11 school year; the Senior Prom is scheduled for May 29th, the School Council will be hosting a BBQ fundraiser in June; and the school Chapel will be undergoing needed repairs in the near future.
- h) M. Allen, Representative St. Thomas of Villanova Catholic Secondary School, provided comment on the following:
- Senior Prom is May 7th, Grade 11 Retreat held May 11; , hosted a grade 8 day for feeder schools on April 30; the Villanova Festival Theatre repairs have been completed; and fundraising events for students attending the school's Costa Rica Rainforest Destinations program at the Monteverde, Costa Rica Biological Research Station.
 - Roundtable discussion was held with regard to the objectives of having French Immersion representative on the High School Council. School Council contacts for schools providing French Immersion instruction will be provided to M. Allen. Consensus was reached to put forward a request that the French Immersion Representative to the High School Council be considered to sit on the system-wide French Immersion Advisory Committee.

12. Future Meetings:

- **Thursday, June 3, 2010** Host: Assumption College Catholic High School

13. Closing Prayer and Adjournment - The meeting adjourned at 8:49 p.m.



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

Meeting Date:
June 21, 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 May 3, 2010**

RECOMMENDATION:

**That the Board receive the Minutes of the May 3, 2010 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 May 3, 2010 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, June 7, 2010 at St. Mary School. Minutes will be provided to the Board of Trustees following approval by the French Immersion Advisory Committee.

APPENDICES: French Immersion Advisory Committee Minutes of May 3, 2010

REPORT REVIEWED BY:

| | | |
|--|----------------|---------------|
| <input checked="" type="checkbox"/> EXECUTIVE COUNCIL | Review Date: | June 14, 2010 |
| <input checked="" type="checkbox"/> SUPERINTENDENT | Approval Date: | June 14, 2010 |
| <input checked="" type="checkbox"/> DIRECTOR OF EDUCATION: | Approval Date: | June 14, 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, May 3, 2010 at 6:00 p.m.
Blessed Marie Rose Durocher Meeting Room

- Present:** Therese Barichello, Principal, Supervisor of Languages
Shannon Porcellini, Trustee
Carm Casalena, Principal, St. Mary Elementary
Patti Mouland, Vice-Principal, St. Joseph's Secondary
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
Greg Farrah, Council Chair, St. Thomas of Villanova
- Absent:** Jim Minello, Principal, St. Anne Secondary
Mike Seguin, Principal, St. Joseph Secondary
John Ulicny, Principal, Cardinal Carter Secondary
- Regrets:** Chris Janisse, Trustee
Rose Mousaly, Principal, St. Anne F/I
Kathy Furlong, Principal, St. Thomas of Villanova
Patti Bezaire, Parent Council Chair – St. Anne F/I
Vittoria Fortier, Parent Council – St. Mary
- Recording:** Simone Lira, Executive Assistant

NOTES

1. Call to Order and Introductions
2. Opening Prayer – Principal Barichello
3. Approval of Agenda
Motion by Toni Esposito and seconded by Greg Farrah that the Agenda be approved. Carried
4. Approval of Minutes – November 23, 2009
Motion by Greg Farrah and seconded by Renee Saad that the Minutes be approved. Carried

5. a) **Report from Therese Barichello**

Principal Barichello reported on the enrolment at both St. Mary and St. Anne French Immersion Schools.

- St. Mary has an enrolment of 216 students for 2009-2010. There are 112 students in the French Immersion program and 104 in English. There are 29 new JK registrants for the 2010-2011 school year, for a total of 141 French Immersion students and 84 in the English program.
- St. Anne has an enrolment of 465 presently. There were 55 JK registrations for 2010-2011, for a total of 60 students in JK-SK. This will bring the total school enrolment to 483 students. This number of new registrants is down from last year, but they are expecting more registrations in June.
- Principal Barichello has spoken to Principals regarding enrolment projections and has met with HR and Business personnel to consider how we might increase enrolment for French Immersion. We have good initiatives in place and plan to do more in the future.
- She reported that the French Immersion Policy is still a work in progress. She will keep us abreast of any new development on that front.
- She reported that the signage has been completed at all of the schools. St. Mary's sign is very appealing and there is discussion about having it illuminated.
- Signage at the four secondary French Immersion sites has been changed to include the wording, "Offering French Immersion" to their original signs.
- Principal Barichello spoke about the Board website and the addition of the brochures on the French Immersion section. All information on the program has been updated. She asked that any suggestions for changes or additional information as it occurs, is welcome.
- Principal Barichello reported that the Board is in the process of developing a 5-year plan to expand the French Immersion program in the WECDSB. The Education Officer, Johanne Lapansee-Crimmons will be in touch with Superintendent Geml to discuss the plan. When the plan is presented at the Board Meeting on June 8, Principal Barichello asked that all members of the committee be present if possible, to support the plan. She will send out a reminder of the date and time of the meeting and presentation.
- She reported on an impressive PowerPoint presentation put together by one of the French Immersion students at St. Joseph's Secondary. The student will be presenting it at the Board meeting June 8. His presentation highlights many of the great activities in the French Immersion programs in the secondary schools.
- Principal Barichello reported on the OLE Grant provided by the Ministry of Education this school year. With the funding, we were able to purchase several resources, including levelled texts for literacy development in the French Immersion programs in the elementary to assist with guided reading. A sampling of the books was available at the meeting for committee perusal.
- She reported that next week, staff from St. Anne F/I and St. Mary will be in-serviced on benchmarking and utilizing the Schools Helping Schools Grant at the CEC.
- Principal Barichello suggested that at the next meeting FIAC members look at the original 5 priorities. She believes that most have been met or have exceeded their expectation. She is looking forward to adding other priorities.

c) Roundtable Discussion

- It was reported that everything is running smoothly at St. Mary School. The students are enjoying the French in the school. Enrolment looks good for next year, with the possibility of more registrants. The school will utilize 12 classrooms for the next school year. At present, the Once Upon a Time child care centre is being used for 'before and after' only as there must be a minimum of 6 students in order to run the daycare. Principal Casalena feels a true cohesion of both English students and French. Council members feel that Essex and Maidstone students and parents are working together as one single community.
- At St. Anne Secondary, the French Immersion numbers are down, and most are combined grade classes. As there are bursaries being offered, it is hoped they will enrol more students in the near future. It was reported that there are free resources on the Internet, but they are not accessible to all teachers.
- St. Anne Secondary personnel are very pleased with brochures produced by Principal Barichello for each French Immersion school. They were of great benefit for Grade 9 Night, and are very informative about the program. There was discussion about the validity of the French Immersion certificate. Concerns regarding the lack of a standardized, provincial proficiency certificate for French Immersion, recognized by colleges and universities in Ontario was discussed. This would have the potential to attract more students to our program and open doors for the students. It was agreed that we should start working on our own certificate and investigate the possibility of expanding recognition of such a certificate province-wide.
- At Cardinal Carter it was reported that a letter was sent to parents regarding K-courses, or locally developed courses (culture, music, dance, food) where students get exposure to the language. There was a report on Recharge Mower, a local vendor selling lawn tractors, clippers, shears and trailers. The French Immersion students worked very hard and were challenged with translating the documents on the equipment in French. In doing so, the students were able to make some money for the service. It was suggested that an article be placed in the local papers about this project and a suggestion was made to contact Jill Braido, our Communications Officer for a Media Release by the School Board and for addition to Twitter on the Board site.
- Full sections in each grade level for the fall was reported by St. Joseph's Secondary staff and administration is hoping for more registrants this summer. Everyone is impressed with the new signage at the school. The students are excited about fundraising for their trip to Europe next year, where they hope to travel to Greece, Italy and Paris. The school is selling attractive embroidered French Immersion T-shirts at a price of \$21. They will soon be offered at all of the high schools.
- Villanova reported 21 new students in grade 9 next year. They are still doing tours for interested parents and students and could get more registrations

before June and during the summer. Villanova has a full section in grade 10, 11 and 12. Staff members are taking orders for T-shirts in September. The grade 11 class took a day trip to the Holocaust Museum recently, but French Immersion staff is concerned about future trips, as schools must now pay for their own occasional teachers. The students at Villanova will join the group at St. Joseph's on the trip to Europe next school year. It is hoped that they will offer the Quebec trip this coming year if funding is available, although this is not a yearly event. Co-curricular activities look to be tentative until more is known about funding and occasional teacher coverage. Fundraising has begun. One grade 12 student took 3 university credits at St. Anne University, involving a PLAR process and ended up with his grade 12 French Immersion equivalency certificate, doing post-secondary last summer. The student completed with impressive grades. Modern languages personnel are pleased with the purchase of the literacy support material for the elementary schools and would like to see this continue, as it narrows the gap for the students entering high school. It was reported that the French Immersion teachers would appreciate more professional development similar to what they've had the past couple of years. They feel it is very beneficial and important that teachers come together as a cohesive immersion program from JK to grade 12.

- Trustee Porcellini commented on the retirement of Director Berthiaume. An Interim Director will be in place by September. The budgets have yet to be announced and are not out for public consultation as there is still discussion in progress. Trustee Porcellini reported that she is running for City Council, but is interested in remaining on the French Immersion Advisory Committee as a community representative, if this is acceptable to the Board. Principal Barichello will investigate the process for her request to remain on the committee.

6. Closing Prayer and adjournment at 7:25 p.m.
The next meeting will be held on June 7 at 6:00 p.m. at St. Mary School.