



1325 California Avenue  
 Windsor, ON N9B 3Y6  
 CHAIRPERSON: Barbara Holland  
 DIRECTOR OF EDUCATION: Paul A. Picard

**REGULAR BOARD MEETING**  
**Monday, June 23, 2014 at 7:00 p.m.**  
**Windsor Essex Catholic Education Centre**  
**John Paul II Board Room**

**AGENDA**

1. Call To Order
2. Opening Prayer
3. Recording of Attendance
4. Approval of Agenda
5. Disclosure of Interest - Pursuant to the Municipal Conflict of Interest Act.
6. Presentations:
  - a. Catholic Character Development Initiative Awards “Our Journey to Holiness” – Elementary and Secondary --
  - b. Outstanding Student Council Leadership Award --
  - c. Outstanding Catholic School Council Leadership Award --
  - d. Recognition of Outgoing 2013-2014 Student Trustees --
  - e. Introduction and Commissioning of Incoming 2014-2015 Student Trustees --
7. Delegations:
  - a. Parent Committee from St. Gregory School to address budget concerns. --
8. Action Items:
  - a. Previous Meeting Minutes
    - i) Minutes of the Committee of the Whole Board In-Camera Meeting of May 13, 2013 --
    - ii) Minutes of the Regular Board Meeting of May 26, 2014 1-7
    - iii) Minutes of the Regular Board Meeting of May 27, 2014 8-58
  - b. Items from the Committee of the Whole Board In-Camera meeting of June 10, 2014 --

9. Communications:
  - a. External (Associations, OCSTA, Ministry): *None* --
  - b. Internal (Reports from Administration)
    - i) Report: Summer Jobs and Focus on Youth (J. Bumbacco) 59-62
    - ii) Verbal Report: Business Review Canada Article (P. Picard) (*reference material enclosed*) 63-72
    - iii) Verbal Report: Faith Development of the Board (P. Picard) --
  
10. Committee Reports:
  - a. Report: Special Education Advisory Committee (SEAC) Meeting of Thursday, February 13, 2014 (C. Geml) 73-76
  - b. Report: French Immersion Advisory Committee (FIAC) Meeting of March 26, 2014 (C. Geml) 77-80
  - c. Report: Child Care Advisory Committee Annual Report (C. Geml) 81-88
  - d. Report: Parent Involvement Committee Annual Report on Activities – 2013-2014 (P. Picard) 89-91
  - e. Report: Joint Health and Safety Committee (JHSC) Annual Report (J. Bumbacco) 92-93
  
11. Unfinished Business: *None*
  
12. New Business:
  - a. Report: Appointment of Shelley Lavoie, Representative, Learning Disabilities Association Windsor-Essex to the Special Education Advisory Committee (SEAC) (C. Geml) 94-100
  - b. Report: Special Education Plan Amendments (C. Geml) 101-102
  - c. Report: Request for Proposal – Before and After School Child Care Program (L.A. Desmarais Catholic Elementary School) (C. Geml) 103-105
  - d. Report: Tender Approval – Roof Replacements (M. Iatonna) *Handout*
  - e. Report: Tender Approval – HVAC Upgrades at Holy Names Catholic Secondary School (M. Iatonna) *Handout*
  - f. Report: Tender Approval – HVAC Upgrades at St. Thomas of Villanova Catholic Secondary School (M. Iatonna) *Handout*
  - g. Report: Tender Approval – Full Day Kindergarten Phase 5 Construction (St. Gregory Catholic Elementary School) (M. Iatonna) 106-108
  - h. Report: Facility Usage and Program Adjustments – Relocation of St. Michael Alternate Catholic High School to 4130 Franklin Street (Former Our Lady of Lourdes Catholic Elementary School) (M. Iatonna) 109-110
  - i. Report: Proposed Request For Proposal Process For Legal Services (M. Iatonna) 111-112
  - j. Report: Amended Policy T:06 Trustee Honoraria (J. Bumbacco) 113-119
  - k. Report: 2014-15 Final Budget Approval (M. Iatonna) 120-159
  
13. Remarks and Announcements:
  - a. Chairperson of the Board
  - b. Director of Education
  - c. Board Chaplain

14. Remarks/Questions by Trustees
15. Pending Items: *None*
16. Continuation of In-Camera, if required.
17. Future Regular Board Meetings: *Unless stated otherwise, all meetings will be held on the fourth Tuesday of the month at the Windsor Essex Catholic Education Centre - 1325 California Avenue, Windsor beginning at 7:00 p.m.*
  - Tuesday, September 23, 2014
  - Tuesday, October 28, 2014
  - Tuesday, November 25, 2014
  - Tuesday, December 2, 2014 – *Organizational Meeting at 7:30 pm*
  - Tuesday, December 16, 2014 (Third Tuesday of the month due to Christmas holiday)

*Committee of the Whole Board In-Camera Meetings will be held on the second Tuesday of the month at 6:00 pm (closed sessions).*

18. Closing Prayer
19. Adjournment

***Barbara Holland***  
*Chairperson of the Board*

***Paul A. Picard***  
*Director of Education & Secretary of the Board*



1325 California Avenue  
Windsor, ON N9B 3Y6  
CHAIRPERSON: Barbara Holland  
DIRECTOR OF EDUCATION: Paul A. Picard

**REGULAR BOARD MEETING  
Monday May 26, 2014 at 7:00 p.m.  
Windsor Essex Catholic Education Centre  
John Paul II Boardroom**

**MINUTES**

**PRESENT**

**Trustees:**

F. Alexander	J. Macri
J. Courtney	B. Mastromattei
M. DiMenna, Vice-Chair	J. McMahon
F. Favot	L. Soulliere
B. Holland, Chair	
M. Ellepola, Student Trustee	
F. Dellosa Student Trustee	
Rev. L. Brunet, Board Chaplain	

**Regrets:**

**Administration:**

P. Picard (Resource)	E. Byrne
J. Bumbacco	P. Murray
C. Geml	M. Seguin
M. Iatonna	J. Ulicny

**Recorder:**

B. Marshall

1. Call To Order – Chair Holland called the meeting to order at 7:02 pm.
2. Opening Prayer – Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance – All present.
4. Approval of Agenda

**AMENDMENTS:**

**DELETION:**

- Item 9b(i) Catholic Education Week - Province Wide Mass held May 7, 2014 (will be presented at the June 23 Regular Board Meeting)

**ADDITION:**

- Item 9b(iii) CODE Summer Learning Project (C. Geml)

**Moved by Trustee Macri and seconded by Trustee Soulliere that the May 26, 2014 Regular Board meeting agenda be approved as amended. *Carried***

5. Disclosure of Interest - Pursuant to the Municipal Conflict of Interest Act: *None*
6. Presentations: *None*
7. Delegations: *None*
8. Action Items:
  - a. Approval of Minutes
    - i) Minutes of the Committee of the Whole Board In-Camera Meeting of April 8, 2014

**Moved by Trustee DiMenna and seconded by Trustee Courtney that the Minutes of the Committee of the Whole Board In-Camera meeting of April 8, 2014 be adopted as amended. *Carried***

- ii) Minutes of the Special Committee of the Whole Board In-Camera Meeting of April 22, 2014

**Moved by Trustee Mastromattei and seconded by Trustee Soulliere that the Minutes of the Special Committee of the Whole Board In-Camera of April 22, 2014 be adopted as distributed. *Carried***

- iii) Minutes of the Regular Board Meeting of April 22, 2014

**Moved by Trustee DiMenna and seconded by Trustee McMahon that the Minutes of the Regular Board meeting of April 22, 2014 be adopted as distributed. *Carried***

- iv) Minutes of the Special Regular Board Meeting of May 7, 2014

**Moved by Trustee McMahon and seconded by Trustee DiMenna that the Minutes of the Special Regular Board meeting of May 7, 2014 be adopted as distributed. *Carried***

- b. Items from the Special Committee of the Whole Board In-Camera Board Meeting of April 22, 2014 and the Committee of the Whole Board In-Camera Meeting of May 13, 2014

Vice Chair DiMenna reported that the Windsor-Essex Catholic District School Board convened a closed Special Committee of the Whole Board meeting on April 22, 2014 pursuant to the Education Act - Section 207, to consider specific personnel, real property matters, other matters permitted or required to be kept private and confidential under the Freedom of Information and Protection of Privacy Act.

As a matter of record, Trustee Courtney disclosed interest in an item discussed at the April 22, 2014 Special In-Camera session and was not in attendance during the discussion.

In addition, the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board meeting on May 13, 2014 pursuant to the Education Act - Section 207, to consider 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.

**Moved by Trustee DiMenna and seconded by Trustee Mastromattei that the recommendations and directions of the Special Committee of the Whole Board in-camera meeting on April 22, 2014 and the Committee of the Whole Board in-camera meeting on May 13, 2014 be approved. Carried**

Vice Chair DiMenna made the following announcements:

From the April 22, 2014 Special Committee of the Whole Board in-camera meeting:

- Approval granted to enter into a lease agreement with Central Park Athletics for the accommodation of the F. J. Brennan Catholic Secondary School Hockey Academy; and
- Approval granted to accept an amended disposition of property offer.

From the May 13, 2014 Committee of the Whole Board in-camera meeting:

- Accepted the agreement between the Windsor-Essex Catholic District School Board and Maryvale Adolescent and Family Services;
- Approval granted to extend the existing contract with Mercer (Canada) Limited for a one (1) year period from June 1, 2014 to May 31, 2015; and
- In accordance with Ontario Regulation 361/10 – Audit Committees, approval granted for the re-appointment of Lisa Di Maio and the appointment of Randy Laforest as external members of the Audit Committee for the term ending June 30, 2017.

9. Communications:

a. External (Associations, OCSTA, Ministry): *None*

b. Internal (Reports from Administration):

i) ~~DELETED~~: Verbal Report: Catholic Education Week - Province Wide Mass held May 7, 2014

ii) Verbal Report: “We Need to Talk” Series (*reference material enclosed*)

Associate Director Geml commented on the reasons, process and future plans for the “We Need to Talk” series.

Trustee Courtney questioned staff and student cell phone usage during school hours. Associate Director Geml indicated a Personal Electronic Devices Procedure is currently in its initial stages of development. Student Trustee Dellosa suggested a student representative be included in the development of the procedure.

iii) Verbal Report: CODE Summer Learning Project (C. Geml) (*Addition*)

Through financial assistance from the Council of Directors' of Education (CODE), a new project has been implement "Yellow School Bus Literacy, Technology and Recreation Summer Fun Camp". This full day program invites students currently in grade 2 and 3 to participate in daily reading and writing activities; investigate topics of interest using technology; and recreational games and local field trips.

10. Committee Reports: *None*
11. Unfinished Business: (*Includes Deferred and Tabled Reports*): *None*
12. New Business:
  - a. Report: 2014 Municipal Election – Establishment of Compliance Audit Committee

**Moved by Trustee Soulliere and seconded by Trustee Alexander that the Board approve the establishment of a Compliance Audit Committee in accordance with the provisions of the Municipal Elections Act, 1996, as amended, to be composed of three members;**

**That the attached Terms of Reference for the 2014 Municipal Election Compliance Audit Committee be approved; and,**

**That administration be directed to solicit applicants for membership on the committee, and to return to the Board, prior to October 1, 2014, with a recommendation on the membership of the Compliance Audit Committee for the term December 1, 2014 to November 30, 2018. *Carried***

- b. Report: Canada Day Designation 2014

**Moved by Trustee DiMenna and seconded by Trustee McMahon that the Board approve the designation of June 30, 2014 as Canada Day. *Carried***

13. Notice of Motion: *None*
  14. Remarks and Announcements:
    - a. Chairperson Holland commented on the following items.
      - A special regular board meeting has been approved for Tuesday, June 10, 2014 at the Catholic Education Centre with a start time of 8:00 pm.
      - The Council for Exceptional Children Annual Spring Banquet was held May 15<sup>th</sup>. Congratulations to the extraordinary students who have risen above and beyond their challenges:
        - Jordyn Bruner from St. Thomas of Villanova Catholic High School;
        - James Dinh from Catholic Central Catholic High School;
        - William McLean from St. Anne Catholic High School; and
        - Karleigh Rock – Holy Names Catholic High School.
- As well as staff who bring meaning to serving students with Special Needs in Windsor and Essex County:
- Mike Costello from Assumption College Catholic High School;
  - Dawn Elliott from St. Anne Catholic High School;

- Monique LeClaire from Christ the King Catholic Elementary school; and
  - Jacqueline May and Brenda Nantais from St. Anne Catholic High School.
- Congratulations to Nicholas Tobin, Assumption student who will be attending West Point this September.
- b. Director of Education Picard provided comments on recent activities supporting the Board's strategic priorities namely;
- Catholic Faith Formation:** Essex and Windsor Deanery meetings will be held during the month of June and Directors of Education, within the London Diocese, will be meeting with Bishop Fabbro June 11<sup>th</sup> for an end of the school year meeting.
- Employee Development and Student Achievement Initiatives:** The following workshops are scheduled during the month of June: Leading Student Achievement for grades 7, 8 and 9 Math and 21<sup>st</sup> Century professional development.
- On May 9, the WECDSB Leading Student Achievement (LSA) project was presented at the provincial LSA symposium. This project has been in operation since 2011 and includes four families of schools with the Cardinal Carter family being involved since its inception. Cardinal Carter, St. Louis and St. John de Brebeuf principals and Gr. 7, Gr. 8, Gr. 9 teachers of numeracy along with Math Program Leads, David Petro, and Gisele Jobin provided the overview of the project. Our focus is on the development of Gr. 7-9 assessments through co-planning and moderated marking and the introduction of new mathematical engagement practices. The results have shown that our students are challenged, teacher practice has been refined and principal instructional leadership has been enhanced. We are currently working in 11 schools and data analysis is an embedded operation not only quantitative but also qualitative.
- This initiative is funded through MISA Local Capacity Building funding and with the submission of the final report, MISA has requested an operational article featuring WECDSB's use of data in the LSA project. Subsequent to the presentation, Superintendents Shea and Byrne have been invited to write an article for CPCO in the Winter Issue of Principal Connections. Other school boards have contacted them for discussion on modelling our approach.
- On May 6, Superintendents Shea and Byrne were invited to participate in a focus group discussion (four school boards) with the Ministry on WECDSB's work in the 2012-13 Students as Researchers project which featured 7 of our 8 secondary schools conducting surveys, analyzing results and presenting findings on student voice areas of focus. Three of our student group projects were acknowledged by the Students as Researchers Ministry as significant research endeavors from the student voice.
- Community Engagement and Partnerships:** By invitation only, Laurie Clement, a teacher at St. Rose elementary school and Carly Jacobs, one of Ms. Clements grade 8 students were invited to attend the 2014 Orion K-12 Event. This event is designed to discuss game-changing tools, techniques and strategies on how the new wave of education technology can be used to deliver results for students and educators. You may recall at the February 25 Board meeting, Ms. Clement and her students demonstrated their Chromebook skills to trustees; and attended with Associate Director Geml and Executive Superintendent Bumbacco the F.J. Brennan 60<sup>th</sup> anniversary celebrations this past weekend.
- Celebrating Achievements:** Elementary Day of Champions will be held May 15<sup>th</sup> at St. Thomas of Villanova High School; the Secondary Day of Champions is June 6<sup>th</sup> at Cardinal Carter High School. These events promote a sense of community among students, staff members, and volunteers from our Life Skills programs; Congratulations to students and staff who participated in the All Star Bands; and the Retirement Banquet will be held



June 13th at the Ciociaro Club. Director Picard commented on the St. Anne High School prom and the inclusion of eight special needs students in attendance.

- c. Board Chaplain Brunet sent greetings on behalf of former Director of Education Michael Moher and Carol, his wife.

15. Remarks/Questions by Trustees

Trustee Alexander requested administration to include a student representative during the developing stages of the Personal Electronic Devices procedure. He also attended F.J. Brennan's 60<sup>th</sup> anniversary and commented on the decorated classrooms.

Trustee McMahan commented that the Board's inclusion model also is mirrored at the Muskoka Woods experience. He mentioned over 1000 high school and elementary students attended Muskoka this year. Trustee McMahan thanked the teachers and Muskoka partners, Freeds Clothing Store and Badder Bus Lines for their support.

Trustee Mastromattei mentioned historically Community Living Windsor recognizes one school from each school board an inclusionary school. This year, two schools from our Board were selected. Trustee Mastromattei would like to publically recognize and congratulate administration and staff for a fine job.

Trustee DiMenna mentioned a school in her area attended Muskoka Woods for the first time and received positive feedback from their experience.

Trustee Courtney would like to thank administration for the Employee Assistance Program update.

Trustee Favot commented on the importance of parents to get involved in their child's education and cited as an example, Nicholas Tobin, who was recently was accepted to West Point, whose mother is actively involved in Parent Council.

16. Future Board Meetings: *Unless stated otherwise, all meetings will be held at the Windsor-Essex Catholic Education Centre - 1325 California Avenue, Windsor beginning at 7:00 pm.*

- Tuesday, May 27, 2014 – **at Holy Names High School, 7:00 pm**
- Tuesday, June 10, 2014 – Special Regular Board meeting at CEC, **8:00 pm**
- **MONDAY**, June 23, 2014

*Committee of the Whole Board In-Camera Meetings will be held on the second Tuesday of the month at 6:00 pm (closed sessions).*

17. Closing Prayer – Fr. Brunet closed the meeting with a prayer.
18. Adjourn to Committee of the Whole Board In-Camera meeting, if required: *Not required*
19. Adjournment - There being no further business, the Regular Board meeting of May 26, 2014 adjourned at 7:47 p.m.

*Not Approved*

***Barbara Holland***  
*Chairperson of the Board*

***Paul A. Picard***  
*Director of Education and Secretary of the Board*



1325 California Avenue  
Windsor, ON N9B 3Y6  
CHAIRPERSON: Barbara Holland  
DIRECTOR OF EDUCATION: Paul A. Picard

**REGULAR BOARD MEETING**  
**Tuesday, May 27, 2014 at 7:00 p.m.**  
**Holy Names High School**  
**1400 Northwood St., Windsor**

**MINUTES**

**PRESENT**

**Trustees:**

F. Alexander	J. Macri
J. Courtney	B. Mastromattei
M. DiMenna, Vice-Chair	J. McMahan
F. Favot	L. Soulliere
B. Holland, Chair	
M. Ellepola, Student Trustee	
F. Dellosa Student Trustee	
Rev. L. Brunet, Board Chaplain	

**Regrets:**

**Administration:**

P. Picard (Resource)	E. Byrne
J. Bumbacco	P. King
C. Geml	P. Murray
M. Iatonna	C. Norris
	S. O'Hagan-Wong
	M. Seguin
	J. Ulicny

**Recorder:**

B. Marshall

1. Call To Order – Chair Holland called the meeting to order at 7:05 pm.
2. Opening Prayer – Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance – All present.
4. Approval of Agenda

**Moved by Trustee DiMenna and seconded by Trustee Favot that the May 27, 2014 Regular Board meeting agenda be approved as distributed. Carried**

5. Disclosure of Interest - Pursuant to the Municipal Conflict of Interest Act.

Trustee Courtney disclosed interest in relation to agenda items 11a) Director of Education's Follow-Up Report on the Accommodation Review Study for the Tecumseh Area, Including St. Gregory, St. Peter and St. Pius X Catholic Elementary Schools; 11b) Director of Education's Follow-Up Report on the Accommodation Review Study for the Riverside Area, Including F.J. Brennan High School, St. John Vianney, St. Jules, St. Maria Goretti, and St. Rose Catholic Elementary Schools; and 11c) Director of Education's Follow-Up Report on the Accommodation Review Study for the Central Windsor Area, Including Catholic Central High School, Immaculate Conception and St. Angela Catholic Elementary Schools due to her daughter's employment and did not participate in the discussion or vote on any question raised on that item.

Trustee Macri disclosed interest in relation to agenda items 11a) Director of Education's Follow-Up Report on the Accommodation Review Study for the Tecumseh Area, Including St. Gregory, St. Peter and St. Pius X Catholic Elementary Schools; 11b) Director of Education's Follow-Up Report on the Accommodation Review Study for the Riverside Area, Including F.J. Brennan High School, St. John Vianney, St. Jules, St. Maria Goretti, and St. Rose Catholic Elementary Schools; and 11c) Director of Education's Follow-Up Report on the Accommodation Review Study for the Central Windsor Area, Including Catholic Central High School, Immaculate Conception and St. Angela Catholic Elementary Schools due to his sons' employment and did not participate in the discussion or vote on any question raised on that item.

Trustee Mastromattei disclosed interest in relation to agenda items 11a) Director of Education's Follow-Up Report on the Accommodation Review Study for the Tecumseh Area, Including St. Gregory, St. Peter and St. Pius X Catholic Elementary Schools; 11b) Director of Education's Follow-Up Report on the Accommodation Review Study for the Riverside Area, Including F.J. Brennan High School, St. John Vianney, St. Jules, St. Maria Goretti, and St. Rose Catholic Elementary Schools; and 11c) Director of Education's Follow-Up Report on the Accommodation Review Study for the Central Windsor Area, Including Catholic Central High School, Immaculate Conception and St. Angela Catholic Elementary Schools due to his daughter and daughter-in-law's employment and did not participate in the discussion or vote on any question raised on that item.

Trustee McMahon disclosed interest in relation to agenda items 11a) Director of Education's Follow-Up Report on the Accommodation Review Study for the Tecumseh Area, Including St. Gregory, St. Peter and St. Pius X Catholic Elementary Schools; 11b) Director of Education's Follow-Up Report on the Accommodation Review Study for the Riverside Area, Including F.J. Brennan High School, St. John Vianney, St. Jules, St. Maria Goretti, and St. Rose Catholic Elementary Schools; and 11c) Director of Education's Follow-Up Report on the Accommodation Review Study for the Central Windsor Area, Including Catholic Central High School, Immaculate Conception and St. Angela Catholic Elementary Schools due to his daughter, son and daughter-in-law's employment and did not participate in the discussion or vote on any question raised on that item.

6. Presentations: *None*

## 7. Delegations:

- a. Parent, Mike Rohrer of St. Gregory School to speak to continuity and options.

Mr. Rohrer requested administration to amend the Tecumseh recommendation for one year to explore other options such as French Immersion. If in one year, the school community efforts are not successful, the community will accept the closure of St. Gregory school.

- b. Parent, William Altenhof of St. Gregory School to speak to the value to the student.

Mr. Altenhof believes the Director's recommendations do not support the value to the student and suggest alternative programs and/or options should be explored to increase enrolment.

- c. Parent, William Bolton of St. Gregory School to review the community's efforts to save St. Gregory School with a pleading to consider the two year deferral.

Mr. Bolton questioned why the options presented by the school community were not considered and requested trustees to amend the recommendation in favour of a boundary review, community partnership and French Immersion.

- d. Parent, Teresa Culleton of St. Gregory School to discuss the closing of St. Gregory School and the accommodation review process.

Dr. Culleton questioned the Director's recommendation considering the number of options presented by the community and appealed trustees to reject the Director's recommendation in order to serve the best interests of the students and community.

- e. Parent, Danielle Chinnery of St. Gregory School to bring forth concerns about consolidation, accommodation of students, resolution (longer days, etc).

Ms. Chinnery commented on administrative staffing from 2001 to present; trustees' conflict of interest; French Immersion; and expressed the Director's recommendation is in direct conflict with the ARC recommendation.

- f. Parent, Enrico Notte of St. Gregory School to talk about moving forward in co-operation.

Mr. Notte believes, to date, lack of co-operation from administration addressing community options brought forward; recommendation is only a cost savings measure, not for Catholic education; and appealed to trustees to amend the Director's recommendation to close St. Gregory school and explore French Immersion.

- g. Parent, Don Rodzik of St. Gregory School to speak to potential closure of St. Gregory School, community partners and French Immersion.

Mr. Rodzik strongly opposes the closure of St. Gregory school; urged the trustees to reject the Director's recommendation; develop a business case and marketing plan to implement French Immersion at St. Gregory September 2015; and expressed his views on the ARC process.

- h. Parent, Cynthia Villella of St. Gregory School to summarize how the ARC process has affected our school, community and family.

Ms. Villella requested trustees to explore the options presented by the school community and defer the recommendation for one or possibly two years to allow St. Gregory and St. Pius schools to merge in a positive manner.

- i. Parent, Dr. Geoff Butler of St. Gregory School to provide comments on the final recommendation and mistakes made by parents regarding French Immersion.

Dr. Butler commented on the lack of transparency; role of trustees; and requested trustees to defer the recommendation.

- j. Community Member, Paul Bistany to speak to the postponement of the decision to close St. Gregory School.

Mr. Bistany favours the deferral of the closure of St. Gregory school until a French Immersion study is completed.

- k. Parent, Maria McCann of St. Gregory School to speak to the importance of working in co-operation with the Catholic Board, administration and trustees to grow Catholic education in our communities.

Ms. McCann suggested that the holy spirit guide us all during this process to preserve Catholic education.

- l. Community Member, Shannon Porcellini to discuss the recommendation of a “system study” of the French Immersion program as part of the Tecumseh ARC.

Ms. Porcellini, as Chair of the St. Anne Catholic Elementary French Immersion School, does not believe a system wide French Immersion study to include the East Riverside, Riverside and Forest Glade areas is warranted; urges administration to refer the French Immersion study to the Board’s French Immersion Advisory Committee; and expressed her displeasure of the St. Gregory community soliciting enrolment from the families in the St. Anne French Immersion catchment area.

- m. Parent, Cynthia Nantais of St. Rose School to discuss the Corpus Christi Middle School model and how it will impact the St. John Vianney, St. Rose and St. Maria Goretti Catholic elementary schools.

Ms. Nantais does not support the 7 to 12 model and appealed to trustees to preserve St. Rose as a K to 8 school, merging with St. Maria Goretti students. Ms. Nantais suggested implementing the Corpus Christi Middle School only for East Windsor (St. Bernard, Our Lady of Lourdes and St. Jules area) and revisit the 7 to 12 model for the Riverside students in the future.

- n. Parent, Lorian Taylor of St. Maria Goretti School to discuss the St. Maria Goretti students’ option to attend St. John Vianney or St. Rose elementary schools.

Ms. Taylor does not support the 7 to 12 model and request trustees to reconsider the St. Rose K to 6 recommendation. Ms. Taylor indicated majority of families will choose the St. John Vianney K to 8 model, decreasing enrolment at St. Rose and Corpus Christi.

- o. Parent, Michael Malott of St. Maria Goretti School to discuss the effects of the Ministry of Education's funding formula (95% capacity).

Mr. Malott commented on the lack of transparency in the process; unfair opportunities to present options; and uncomfortable when Catholic faith is questioned.

- p. Parent, Jim Faubert of St. Rose School discuss the Corpus Christi Middle School model and why offering one school K to 8, the other K to 6.

Mr. Faubert requested Trustees to vote against the Director's recommendations and request, in fairness that St. John Vianney and St. Rose remain as K to 8 schools.

- q. Parent, Lana Vince of St. Rose School to discuss the recommendation of a K to 6 school at St. Rose.

Ms. Vince, parent of a special needs child, implored trustees to delay the transition of grade 7 and 8 St. Rose students for one year in order to provide a methodical transition for special needs children.

- r. Parent, Sue Grimmert of St. John Vianney School to express support for the Director's Followup report on behalf of the St. John Vianney community.

Ms. Grimmert thanked senior administration and the Director of Education for listening to the concerns brought forward by the St. John Vianney community at the April 15, 2014 Special Board meeting.

8. Action Items: *None*

9. Communications: *None*

- a. External (Associations, OCSTA, Ministry)
- b. Internal (Reports from Administration)

10. Unfinished Business: *None*

11. New Business:

- a. Report: Director of Education's Follow-Up Report on the Accommodation Review Study for the Tecumseh Area, Including St. Gregory, St. Peter and St. Pius X Catholic Elementary Schools

Director Picard reviewed the follow up recommendation emphasizing the Board's commitment to ensure communities continue to have a Catholic presence system-wide.

Administration clarified questions received from Trustees.

**Moved by Trustee Favot and seconded by Trustee Soulliere that the Director's Follow-Up Report on the accommodation review study for the Tecumseh Area, including St. Gregory, St. Peter, and St. Pius X Catholic Elementary Schools be received for information; and**

**That approval be given to the recommendations of Senior Administration as follows:**

**That effective June 30, 2014, St. Gregory Catholic Elementary School shall close, and effective September 2014, students shall transition into a consolidated Catholic school community at St. Pius X; with any short term capacity issues addressed through the temporary use of portables/modular classrooms;**

**That St. Peter Catholic Elementary School shall remain open into the foreseeable future as a JK – 8 school; and**

**That an Integration Committee, composed of representatives from both the St. Gregory and St. Pius X communities, be immediately established in order to plan for and implement the positive integration of students and staff. *Carried***

- b. Report: Director of Education's Follow-Up Report on the Accommodation Review Study for the Riverside Area, Including F.J. Brennan High School, St. John Vianney, St. Jules, St. Maria Goretti, and St. Rose Catholic Elementary Schools

Director Picard addressed the need to reduce the number of excess student spaces while not compromising Catholic education in the community.

Administration clarified questions received from Trustees.

**Moved by Trustee DiMenna and seconded by Trustee Favot that the Director's Follow-Up Report on the accommodation review study for the East Windsor - Riverside Area, including F.J. Brennan Catholic High School, St. John Vianney, St. Jules, St. Maria Goretti, and St. Rose Catholic Elementary Schools be received for information; and**

**That approval be given to the recommendations of Senior Administration as follows:**

**That effective June 30, 2014, St. Maria Goretti shall close and be deemed surplus to the Board's future needs, pursuant to Section 194 (3) (a) of the Education Act, and boundaries be adjusted so that the boundary area of St. John Vianney be expanded to include the current St. Maria Goretti boundary area east of Lauzon Road; and the boundary area of St. Rose be expanded to include the current St. Maria Goretti boundary area west of Lauzon Road; with current St. Maria Goretti students having**



**the one time option to select either St. John Vianney or St. Rose as the school they prefer to attend from September 2014 onward, with busing only available to the in-boundary school based on the new boundaries, as applicable, in accordance with policy;**

**That effective September, 2014, St. Jules and St. Rose shall become JK - 6 elementary schools; St. Jules accommodating all JK – 6 students within St. Jules’ current boundary, and St. Rose accommodating all JK – 6 students within the St. Rose/St. Maria Goretti “adjusted” boundary;**

**That St. Rose remains open into the foreseeable future, as a JK - 6 school;**

**That St. John Vianney be maintained as a JK - 8 school;**

**That effective September 1, 2014, the new “Corpus Christi” middle school shall be established at the F.J. Brennan Site, and boundaries be established for the new school to accommodate grade 7 and 8 students within the St. Rose boundary (as adjusted) and the current boundary of St. Jules; with grade 7 and 8 students within the St. John Vianney boundary who are also within the Brennan High School boundary having the election to attend either “Corpus Christi” Middle School or St. John Vianney (JK – 8), with Board transportation provided in accordance with policy;**

**That grade 7 and 8 students affected by the previous closure of St. Alexander, who are currently attending St. Jules, be provided Board transportation between the former St. Alexander site and the “Corpus Christi” site;**

**That the boundaries for “Corpus Christi” Middle School and F.J. Brennan High School remain “open”, so that any students outside of the designated boundaries may register, acknowledging that Board transportation cannot be provided;**

**That for the 2014-15 school year, St. Jules students JK – 6 continue to be accommodated at the St. Jules site;**

**That for the 2014-15 school year, grade 7 and 8 students within the boundary of the consolidated St. Bernard/Our Lady of Lourdes be given the option of attending “Corpus Christi” Middle School at the F.J. Brennan site, with Board transportation provided in accordance with policy; and**

**That upon completion of the construction of a new school at the St. Bernard (Windsor) site scheduled for September 2015, St. Jules be closed and deemed surplus to the Board’s future needs,**

**pursuant to Section 194 (3) (a) of the Education Act, and the student population be consolidated at the new facility with the merged St. Bernard/Our Lady of Lourdes communities; and that prior to the move to the new school the Board consult with the school communities of St. Bernard/Our Lady of Lourdes and St. Jules on the recommendation for establishing the new school as a JK to 6 school; with all grade 7 and 8 students from the communities attending “Corpus Christi” Middle School at the F.J. Brennan site, effective upon completion of the new St. Bernard (Windsor) scheduled for September 2015. *Carried***

- c. Report: Director of Education’s Follow-Up Report on the Accommodation Review Study for the Central Windsor Area, Including Catholic Central High School, Immaculate Conception and St. Angela Catholic Elementary Schools

Director Picard commented that the critical component of this recommendation is the importance of a Catholic presence in the downtown core area.

Trustees provided comments on the Central Windsor ARC process.

**Moved by Trustee Alexander and seconded by Trustee Soulliere that the Director’s Follow-Up Report on the accommodation review study for the Central Windsor Area, including Catholic Central High School, Immaculate Conception and St. Angela Catholic Elementary Schools be received as information; and**

**That approval be given to the recommendations of Senior Administration as follows:**

**That the Board continue to pursue capital funding from the Ministry of Education for the construction of a new facility for the Catholic Central High School community at the Windsor Arena site, as Administration’s preferred site, or at an alternative location that considers the best interests of the students, families and communities within the Central Windsor Area; and**

**That should funding be secured, a Transition Committee be established, composed of Catholic Central staff, parents and students, to consult on the development of floor/site plans for the facility; and that when construction is completed, the existing Catholic Central High School Facility be closed and deemed surplus to the Board’s future needs in accordance with Section 194 (3) (a) of the Education Act. Administration shall work with the Committee to support the transition of the school community into the new facility; and**

**That Immaculate Conception Catholic Elementary School be closed, and deemed surplus to the Board's future needs in accordance with Section 194 (3) (a) of the Education Act, if and when enrolment at Immaculate Conception is such that the student population at the school could be accommodated in surplus space at St. Angela, without the need for an addition to the St. Angela facility; at which time the student population would be consolidated at the St. Angela site; and**

**That the Board annually advise the communities of the enrolment forecasts for the upcoming school year by February of the prior year; Should the forecasts in any given year indicate that enrolment is such that Immaculate Conception can be accommodated at St. Angela for the following school year, without the need for an addition to the St. Angela facility, Immaculate Conception shall be closed at the end of that school year and the student population consolidated at the St. Angela site effective September of the following school year; and**

**That should Immaculate Conception be closed, an Integration Committee composed of representatives from both school communities be immediately established in order to plan for and implement the positive integration of students and staff into the new merged communities. Carried.**

12. Committee Reports: *None*
13. Notice of Motion: *None*
14. Pending Items: *None*
15. Future Board Meetings: *Unless stated otherwise, all meetings will be held at the Windsor Essex Catholic Education Centre - 1325 California Avenue, Windsor beginning at 7:00 p.m.*
  - Tuesday, June 10, 2014 – Special Regular Board meeting at CEC, **8:00 pm**
  - **Monday**, June 23, 2014

*Committee of the Whole Board In-Camera Meetings will be held on the second Tuesday of the month at 6:00 pm (closed sessions).*

16. Closing Prayer – Fr. Brunet closed the meeting with a prayer.
17. Adjourn to Committee of the Whole Board In-Camera meeting, if required: *Not Required*




18. Adjournment - There being no further business, the Regular Board meeting of May 27, 2014 adjourned at 10:02 p.m.

*Not Approved*


**Barbara Holland**  
*Board Chairperson*










**Paul A. Picard**  
*Director of Education & Secretary of the Board*

**CORRESPONDENCE  
RECEIVED PRIOR  
TO THE  
MAY 27, 2014  
BOARD MEETING**

From:  Barbara Holland May-24-14 3:50:31 AM  

Subject: Re: FW: Tecumseh ARC Recommendation

To:  Steve Dufour <sed16@chrysler.com>

Cc:  mary\_dimenna@wecdsb.on.ca  fred\_alexander@wecdsb.on.ca  
 joan\_courtney@wecdsb.on.ca  frank\_favot@wecdsb.on.ca  
 john\_macri@wecdsb.on.ca  
 "bernie\_mastromattei@wecdsb" <bernie\_mastromattei@wecdsb>  
 lisa\_soulliere@wecdsb.on.ca  jim\_mcmahon@wecdsb.on.ca  
 Fr.Larry Brunet

Steve Dufour <sed16@chrysler.com> writes:

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**From:** Steve Dufour  
**Sent:** Friday, May 23, 2014 10:04 PM  
**Cc:** Steve Dufour  
**Subject:** Fw: Tecumseh ARC Recommendation

To all trustees,

I read the letter to the editor entitled "WECDSB inconsistent in policies and procedures" and agree with all of the points that were made.

The one point that stood out for me was the point made in regard to the trustees, "they have been elected into their position(s), which means that they are to represent to the best of their abilities the best interest of the public that voted them in, not the misguided ideals of the director."

This particular statement stood out because I am truly disappointed in that none of you responded to the email below. At a minimum, I would have expected a response from each of you indicating that you read the email and acknowledge that the points made will be taken into consideration in the final decision made.

At this time, I am still uncertain what the lack of response truly means.

The foundation for the ARC process is transparency and public input.....however, the lack of a response from any of you makes me question this entire process, your role as elected officials should be to ensure full accountability and transparency of administration and to represent the public interest(students and the community). The public (concerned parents) asked you to provide some answers to questions which might provide some insight into understanding the Director's recommendation, however you all made the choice not to respond.

Printed by: **Beth Marshall**  
Title: **Tecumseh ARC Recommendation**

June-17-14 9:21:09 AM  
Page 2 of :

My prayers this weekend will be for each of you to have the strength and wisdom to make the proper decision in regard to the recommendation brought forward by the Director. I encourage you to read through all of the material that was presented at the public meetings as this material provides a logical solution to the decision you have to make. The Tecumseh community is committed to partnering with you in developing the path which will allow for all schools in the Tecumseh community (and surrounding communities) to remain open and prosper.

Printed by: **Beth Marshall**  
Title: **Tecumseh ARC : Windsor-Essex CDSB**

June-17-14 9:15:06 AM  
Page 1 of

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From: [REDACTED] Greg Koppeser <koppeser@gmail.com> 5/26/14 8:57:34 AM   
Director of Education

Subject: Tecumseh ARC

To: [REDACTED] **Eileen Belanger** [REDACTED] **Beth Marshall** [REDACTED] Paul Picard  
[REDACTED] jim\_mcmahon@wecdsb.on.ca  
[REDACTED] bernie\_mastromattei@wecdsb.on.ca  
[REDACTED] frank\_favot@wecdsb.on.ca [REDACTED] lisa\_soulliere@wecdsb.on.ca  
[REDACTED] barbara\_holland@wecdsb.on.ca  
[REDACTED] john\_macri@wecdsb.on.ca [REDACTED] Director of Education  
[REDACTED] De-Anna Koppeser <deekoppeser@gmail.com>

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Attachments: [REDACTED] Tecumseh\_Arc\_Koppeser.pdf / Uploaded File (49K)

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Hello,  
Please find attached a letter outlining my opposition to the closure of St Gregory as noted in the director's final report. Please take these points in to consideration when making a decision.

Thank you,  
Greg Koppeser P Eng



May 26, 2014

WECDSB Trustees  
RE- TECUMSEH ARC

Dear Trustees,

Please accept this letter as my formal opposition to the Director's Final Report, approved on May 13th, 2014. I am a father of three children who are students at St Gregory School as well as a Tecumseh resident and graduate of the WECDSB system of schools. As a parent of students involved in this ARC process I have attended all of the ARC meetings as well as the board and special board meetings on the topic and read over in entirety the posted literature regarding the issues to be addressed. Although I am aware that you have not all been there for the entirety of the meetings, I trust that you have felt the devotion, passion and creative work of the community in these interests. Both the ARC teams report and the subsequent work and presentations of affected families must clearly question the benefit of the decision to join St Pius and St Gregory, as noted in the Director's Report, in many ways.

On the topic of the ARC process, I find it clear that the only benefit being reaped is that of the board noting that there is a cost savings. The ARC process notes that benefits should be examined for all parties, including the community, the economy, the faith and most importantly by the majority of students. The decision put forth by the Director does not indicate any benefits to the student or even note any draw backs of his decision. The limited information I can gather from the report is that portables will be utilized and that in the long term an addition will be considered. As noted in the first public meeting, I questioned the cost studies of any additions. Sadly, this along with any other benefit to my children has been ignored in the process. Recalling that the board notes that a cost savings will result in this process, I cannot understand why the short term portable solution and the addition costs would both not be factored into the Director's report as a cost to the board. Not only will the school need to house the children's class, other spaces such as gym and washrooms will need to be added. The cost of the previous St Joseph's & St Anne's High School were both above original estimates and noted as a cause for previous board financial issues. The report seems to note that inefficient current staffing structure and reduced enrollment as the only problems.

In regards to the often stated issue of declining enrollment, it has become apparent to me that although the board has provided some figures there are too many questions to fully trust what has been provided. The Watson & Associates report outlining figures of small decline and long-term growth; although the term half-filled schools has been used though the process on the topic of enrollment. St Pius and St Gregory are not half-filled; a significant addition will be required as noted above. While it is has been speculated by delegations that the report figures are low for the growth in the area, there are more than housing numbers to consider. My JK & SK aged children will be the last class without the full day program, this has hindered these schools growth as many neighbourhood parents have elected to send their children to other schools, often further away and more difficult to attend, to enjoy the full day benefits. In addition to this, the public board in the area is also realigning the schools in the area and closing their nearby school. Based on this, additional students of the area will be likely to attend simply due to the convenience. I do not think that the enrollment report has considered these aspects based on the findings reported in the document. The immediate school closure will not allow the merits of time and change to play out. It should be considered that families want to be in the area and the board may be looking at the wrong information in an area of overall growth.

In regards to changes to the school programs, I would like to say that when my wife and I moved our family to the area and selected St Gregory as the school for our children, we moved from the full french board. We liked the benefits of the right sized school and continuing our faith based learning. The full french learning environment was not for us, based on our experience and language skills. A local catholic french immersion program was not available at the time of our move. The proposed program at the site should be considered as there are likely other families looking at that same reality.

In addition to these points there are many other factors that should be reviewed before any school closure is finalized. The construction of portables first and an addition after is wasteful and shows improper planning. The layout of parking and proper bus drop offs needs to be safe and approved by the town for the increased capacity. The safety of the children including school ground safety policy needs to be developed to account for the increased children including those with special needs. Any school should strive to have all the basics such as regular gym time and access to all other spaces that provide the bond of community and a ill-conceived plan will lack all of the process that is required to put this all together. As was stated in the presentations, these schools are performing at high levels of academic success and should be held up in their current right sized school atmospheres as 'top performers'. I do not see signs from the board to assure the community that they have a plan to maintain this great work. Instead of promoting the current atmosphere, it appears that the board is in a race to the bottom only looking at a perceived bottom line when the community is rallying to maintain these institutions as places that we want our children to attend. This only serves to alienate many involved people who want answers, the best for the community and most importantly the best for the children.


Based on these and many other aspects I would hope that the closure could be deferred to give St Gregory and St Pius time to grow and to be further studied for changes if required to come about in a thought out consolidation process be realized


Sincerely yours,

Greg Koppeser P. Eng.

Printed by: **Beth Marshall**  
Title: **Fwd: St Rose School : Windsor-Essex CDSB**

June-17-14 9:16:45 AM  
Page 1 of

From:  **Beth Marshall**  
"joli angel" <jolibeaugrand@hotmail.com>  
Director of Education

May-26-14 5:27:44 PM 

Subject: **Fwd: St Rose School**

To:  **Board Trustees**

----- Original Message -----

Dear Trustees & Windsor Catholic School Board

My name is Joli Michalczuk a parent of three children currently attending St Rose School and one more still to enrol for school. I have emailed before and haven't received a response. Again I am sending a letter in hopes that someone is listening and hearing our concerns and feelings.

I am asking that you please keep St Rose a K-8 school. We feel that there should be two Riverside area school offered as K-8. I do not feel it is fair that we are being the only Riverside area family of schools being forced to go to Brennan in Gr 7 & 8. I do not understand how you would want to take a school such as St. Rose who by the way is in the top 5% in Ontario for Catholic Schools and change the dynamic and model? There is no value to student for this. I feel that you do not care that our school continually year after year achieves great results. As a school board this is something that you should be proud of! Unless however the importance of these ratings truly doesn't matter to you.

First of all I feel badly that St Maria Goretti has to close, but I think they should be given an equal choice of choosing between two catholic grade school which offer K-8. If you are giving a choice between a k-6 school or k-8 school we all know that most will be picking the k-8 school since a majority of us are not in favor of a k-6 school. I feel that this is not fair for St Rose as I know I do not personally support k-6 school and will be sending my four kids to that school. There are two public schools that are in closer proximity and I know my family and lots of other who will be going to these school if these changes are pushed through! I do not feel we are being given a fair choice just one solution and to be I will not be forced to accept a change that I know is not right.

As discussed in several ARC meetings St John Vianney does not want their school to get any larger and it is already overpopulated. So why not keep two Riverside schools K-8 offering fair choices for all in the community, however unless you do not care about the loss of enrolment that these new changes will give. Why push away families such as mine who have four children.

A few of us had suggested doing a trial to the east side schools at Corpus Christi since most of those schools are in the 10% bottom of province. By doing this it could have a positive influence on the children and maybe increase their ratings and academics and social transition easier.

I truly hope that you listen to our St Rose Families. We are all very dedicated to our school some of us constantly being there volunteering and donating so much of our time and money. Our children love our k-8 elementary school and really hope you are listening to us.

Thank you for your time

Sincerely, Joli & Ryan Michalczuk parents to Ryli, River & LYla at St Rose and Lyndon yet to be

**PRESENTERS'  
NOTES  
MAY 27, 2014  
BOARD MEETING**

*William Altenhof* (Page 26 of 159)May 27<sup>th</sup>, 2014

I would like to thank the Board and Trustees for this opportunity to speak, specifically on the topic "What ever happened to the "Value to the Student?".

Firstly, I wish to acknowledge the very challenging position the Trustees have. I wish to note that the Trustees are elected by the Public, to represent the Public, to receive input from the Public on important matters such as an accommodation review study, and within reason, to present and support the position of the Public to the Board.

While we acknowledge that a Trustee has a fiduciary responsibility, we must acknowledge a higher responsibility to the students, for without the student we would not be present here, there would be no Board, no Teachers, no schools. The student must come first in any decision we make and this is very well articulated in documentation regarding an Accommodation Review Study from the Ministry of Education and our very own Board.

Sadly, "Value to the Student" does not exist in the Board's recommendation. Nothing, nil, zip, there is no strong or even a weak case which articulates how any students from St. Gregory, St. Pius, or St. Peter will enhance their learning experience or opportunities towards education from closure of St. Gregory, resulting in the displacement of approximately 350 students to a number of portables at St. Pius.

It is evident that the Board's recommendation focuses on reducing teaching positions and the real estate value of the land which St. Gregory School currently resides on – for financial gain. This is not "Value to the Student".

Trustees you must act on this issue and resolve this problem. Only a recommendation which really articulates "Value to the Student", perhaps through alternative programs such as French Immersion as well as other possibilities such as community partnerships, as well as town partnerships, topics which have been presented to you, will further enhance students' learning opportunities and increase enrollment.

Without doing anything, enrollment at St. Gregory will increase in September 2014 as Full Day JK/SK will commence. Additionally, with the physical proof of home construction and future developments, enrollment will also increase. To ignore this physical evidence of development is a significant mistake.

A study on the need for French Immersion has already been done by our friends at the Public Board and they are currently capitalizing, very well, on this. There is no need to shut down St. Gregory School for one year to consider this option. At a recent local community event, within a period of two hours, parents of St. Gregory School were able to identify approximately 60 families, some with a number of children who would either enter or switch to a potential French Immersion program at St. Gregory School. Additionally, such a program would enhance educational opportunities at St. Anne's High School. Inclusion of a French Immersion program at St. Gregory School would not impact enrollment at St. Anne's elementary French Immersion as that school serves Windsor.

Trustees I wish to read you an excerpt from the Golden Anniversary Album of St. Gregory the Great Church. It deals with the history of St. Gregory School around the 1957/58 era....

Trustees you do not need to knock on any doors – the effort has been done for you. All you have to do amend the recommendation in favour of a boundary review, incorporation of community partnerships, town partnerships, phased-in French Immersion and/or any other options you feel appropriate to keep Catholic Education and St. Gregory School thriving. It is your responsibility Trustees to thoroughly and completely examine all these possibilities which have already been studied, in some cases committed, and in other cases shown a strong need to commence as early as September 2014. Failure to do so is a grave mistake, which goes against your responsibility as a Trustee.

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Trustees, I ask that you have the vision, commitment, and enthusiasm of the Trustees of past, who went door to door to generate this vibrant St. Gregory School Community. I am sure that with such efforts and qualities you will be able to formulate an alternative recommendation which will keep St. Gregory School open and articulate "Value to the Student".

*across Windsor ;  
Essex County.*

Thank you.

May 27, 2014

Addressing the Board & Trustees.

Hello, my name is Bill Bolton & I am the father of 4 boys  
3 of which attend St. Gregory school.

I would like to express my thanks to all of those parents,  
students, community members, and the ARC committee  
members for their efforts in mobilizing and taking a  
position to protect St. Gregory school. I am proud to be a  
part of this effort and all of these people deserve our  
gratitude, THANK YOU.

As a result, several options have been tabled, including  
boundary review, implementation of French emersion,  
community partnerships and full day kindergarten just to  
name a few, but all viable solutions to answer our  
enrolment short falls. .

Why are these solutions not being considered ? It is my  
understanding that we have support for new enrolment  
candidates.



We all pay property taxes and pledge our support to the Catholic board, you are the only people that can change this course, so I plead with the trustees to make changes to the recommendation and make YOUR independent recommendations, that will allow us to keep St. Gregory school open and please give us the time that we need to implement the necessary changes that we have brought forth.

As a tax payer and a catholic board supporter, the board members and trustees are expected to work on our behalf, but it seems as though there is another agenda, or a decision that has already been made. Don't just vote down politically correct lines. Vote from your heart and support common sense and represent your constituents not the politically correct expectation.

It seems clear to me that this transparent process is just a big smoke screen, no public debate, no questions & answers, no clarity and an over complicated and very expensive process being executed with one objective. We ended up at the exact same place as the original recommendation in spite of overwhelming contrary



evidence to solve the problem with other ways and means.

St Gregory school may be the smallest school but we have the strongest fight in order to persevere.

The decision to close St. Gregory school could have far reaching effects. People will be upset, some people will move, some people will change to the public board just to spite the Catholic board. Some people will pledge their tax support to the public board and continue to send their kids to the proposed NEW St. Pius solution. People will not forget a bad idea or a bad decision that completely upsets their lives and more importantly the lives of our children.

The board did not even blink an eye at potentially loosing 100 kids to the public system, through this whole realigning process. We only needed 75 for full funding and there is ample evidence that the numbers are there to support our higher enrolment.

How does the board get away with downloading the fiscal constraints issues onto a small community like Tecumseh. In essence, DO YOUR JOB because we have

brought viable solutions to the table. The problem is no one is listening due to political pressure and predetermined bias.

Did the Catholic board make any administrative cut backs and or board member salary cuts to remedy your fiscal constraint problems, or are you expecting a performance bonus for achieving fiscal balance on the backs of gutting our community catholic school. Were any of these issues even considered in some of your closed door meetings. Why are trustees allowed to be trustees when they have conflict of interest, even when their interest is unrelated. We need voices heard from all trustees. From my point of view the Catholic board looks extremely top heavy and I suspect that the public board is eating your breakfast, lunch and supper. I am sorry to say and I don't mind saying it, but the entire system is an equated and grossly out of date. Where are your long term planning strategies.

Trustees, please stand up and speak out and do it for the community and the children and your constituents and most importantly because it is the right thing to do. .

This is an important junction in which we have to navigate in cooperation with each other. In a very short time we have brought suggestions and solutions forth, we have some, these are viable, we need time to implement, closing this school prematurely will be reckless.

In closing I would like to say that if this school is allowed to close, to my utter disgust, this process is nothing but smoke & mirrors. Is this what you want your endorsement on. Do the right thing, amend the recommendation in favor of the boundary review, community partnership and French immersion, and full day kindergarten.

Thank you.

Bolton

Good evening,

Thank you for this opportunity to speak tonight. I am a parent of a grade 1 St. Gregory's student and also a resident of St. Clair Beach, specifically living in walking distance to our school. We moved exactly one year ago because we wanted a Catholic elementary school within walking distance, and we were thrilled when we found one. Within a few months of moving, our neighbor who is a teacher at one of the affected schools, informed me that St. Gregory would be closing in the next year or so and the students would be going to St. Pius. The first public meeting for the ARC process was in October. I spoke to my neighbor in July. If what we have been told throughout this process is true, that the board did not yet have any decision made, how is it that my neighbor knew months before the public did?

Months and months have since gone by, countless hours spent trying to save our school, following the board and ARC's policies, coming up with recommendations, that to date have been turned down over and over with not even trying to implement them in the name of saving the community schools. The recommendations and solutions presented by our parents and community members that are experts in their own fields, have been well thought out and make sense both financially and to our community, but yet again, seem to be turned down without consideration.

I have sat through every single public meeting and the few dozen our own SOS group has had, petitioned my community, talked to our local paper, put lawn signs all over my community, got families to consider a possible French immersion program at St. Greg's, and have talked over and over with current and former board teachers, staff, and trustees. Not one of them agrees with what is going on with this closure. Even former board employees who were involved with previous closures agreed with us that closing a school without considering options is premature. Every single one of these former board employees had little faith in the board's goal of **"keeping education, community and faith together"**. These people spent decades teaching children and your family members the importance of Catholic education, and yet they don't even have faith that the board practices what it preaches. How sad it that?

Our own trustees excuse themselves and won't even vote. How can we as parents save our community schools when our own local representatives won't vote?? The ministry of education agrees with this and was surprised that the topic of "conflict of interest" has come about. I refused to sit back tonight as this is the last opportunity to speak on the disappointment and misguidance I've experienced over the past 6 months. We have been patient and respectful, now please give us the same in return. Please consider this when you vote tonight.



What is the rush? Why close the school when our community continues to grow? Why not introduce any of the valid suggestions given to you, to see if the needs of OUR board and OUR community can be met? Stopping the immediate closure of St. Greg's will allow us to implement these suggestions, and fight with the same passion and conviction we have used so far to make sure they work. The education system was designed just for situations like this, so that we wouldn't have to just follow senior administration and their agenda. That's why we have you, our trustees, to represent our community and work with us to come up with solutions that work for everybody, not just board.

Trustees, I plead with you tonight to reject the Director's recommendation, and to come up with a plan using one or more of the valid suggestions presented to you through the ARC committee, that will truly serve the best interests of our students and our community.

Some of you are my former school teachers, others are parishioners at my church, and all of you are fellow Catholics that I know, deep down, care about what happens in each of your own communities. Just yesterday morning I spoke to Mrs. DiPasquale in the parking lot, as she is often there directing the student walkers and cyclists. I asked how she was feeling. And with the biggest smile even though it was painful, she said, ***"it's in God's hands Teresa, it's in God's hands."*** I hope He is listening and guiding you, and that you will remember to use faith, not just finances, to guide your decision.



Lastly, as I tucked my daughter in to bed last night and I told her that we would find out if her school was closing the next evening. She said in her ever so innocent 6-year old voice "Mom, I thought you were saving our school? We still have the signs out on our lawn." I told her that it was up to other people to which she replied " Mom, I'm not going to go to another school. I am not going to St. Pius or D.M. Eagle. I am quitting school if St. Greg's closes."

Again, I urge you to reject the Director's recommendation and consider all of the options we have presented before you make your final decision. **Together**, we can make this work for the sake of keeping Catholic Education in our community.

Thank you,

Dr. Teresa Culleton-Baluyot, DC

May 27, 2014

Good evening and thank you for this opportunity. My son attends St. Gregory and I'm here to talk about moving forward in co-operation.

The reason I want to talk about co-operation is because to date there has been very little of it. From the start of this ordeal we were asked to trust the process. The ARC and the parent group has done just that, bringing forward several options that are win-win. You know well what those options are: French immersion, partnership with the municipality, community partners, etc. These are serious options that address enrollment issues at St. Gregory, at St. Pius as well as mitigate the financial concerns of the Board. Yet each and every option has been rejected outright. Why are we not having discussion about how to make one or more of these options work? They've simply been dismissed with hardly an explanation – at least not a sensible one. How discouraging and quite frankly, insulting! Was this board ever listening? I sat in the audience at each and every board meeting and observed as the Director, and many of the people sitting behind him, stared down at their papers the whole time, never acknowledging the delegations speaking. Is it true, as many suspect, that these meetings are a formality for a decision that was made a long time ago?

Clearly the Director's recommendation is based solely on cost savings. As Dr. Butler concluded at the last meeting, the ultimate goal has been to cut teaching and support positions. Further proof was provided when the Director was presented with the prospect of up to 100 children moving to the public board. Sadly, the Director replied that this would be fine as it would mean he would have to spend less on portables at St. Pius. Is this how the Board values our students?

Now if this is simply about money, then how can this board justify some of the capital expenditure decisions it has made? How can the board explain it's proportionally larger administration costs compared to the public board? If this is purely about cutting costs, then I would suggest this board needs to re-focus. What students need are good teachers and more of them to keep class sizes smaller. Why are we cutting those on the front lines that provide real value to the student while increasing overhead at the Board? Do you think students see any value from the shiny new building for administration? I don't. Perhaps Ministry supervision is required once again at this Board to force some badly needed introspection.

With the provincial election coming there is again chatter about the inefficiency of funding both Catholic and public education. Looking at it objectively, there is duplication in administration and a merger would make absolute sense, financially speaking. With one merged board many of you or your counterparts at the public board would lose their job, but education would continue at a lower cost. So is it all about money? No. We all agree that there is a cost to quality, Catholic education and that it is worth it, and if that was ever challenged you can bet that this parent group and this community would stand by you in fighting to keep Catholic education alive. I repeat: it is not all about money.

Trustees: you now have a decision to make and I hope you can look past the politics and rhetoric on both sides, and simply do the right thing for Catholic education, for our community, and most of all for our children. I appeal to you to amend the Director's recommendation and delay any decision on closing St. Gregory by a year or even two. In that time we can work together to increase enrollment at St. Gregory through French immersion. That will give St. Anne's a desperately needed feeder school for its French immersion program. St. Pius will benefit from becoming the only English Catholic elementary school in Tecumseh, north of EC Row. We can explore joint use agreements at St. Gregory to mitigate fiscal challenges. Things are not so dire that we need to close the school in one month. There is no rush. Keep in mind that you are not being presented with options that are wishful thinking – these are real and viable opportunities backed by committed, well funded groups. We just need a reasonable amount of time to implement. I think that's fair, it's co-operative and it's the Catholic thing to do.

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Thank you,

Enrico Notte  
124 David Cres.  
Tecumseh, ON N8N 2Z5  
(519) 735-8005

Don Rodzik Jr

Good Evening,

I strongly oppose the closure of St. Gregory School. I urge the trustees who are voting today to turn down the Directors recommendation and provide direction to Administration to build a business case and marketing plan to implement French Immersion at St. Gregory at the beginning of the school year 2015 starting with the Grades JK, SK and Grade 1. All future English only students would be re-directed to St. Pius to alleviate St. Pius' declining enrollment. Current students would remain as is at St. Gregory and over the course of 7 years, St. Gregory would amass into a full French Immersion School.

This proposal ticks off all the boxes of the Trustee's duty of Good Governance. It puts the Students First, promotes Catholic Education, properly uses the capital assets owned by the Board rather than abandon them, maintains Community identity, saves jobs and most importantly it sets forth a plan badly needed to reverse the trend of declining enrollment, all while sustaining cost at a status quo level during a time period where the Board is in a surplus position.

It is senseless to close a school only to reopen it a year later as a French Immersion with only JK, SK and Grade 1 students in the building. Subsequently, this idea has been voiced by the Director, who recognized the need for French Immersion and the success it would have in Tecumseh, however to use St. Gregory students as pawns in a chess game for Ministry funding is simply wrong and poor use of capital assets. I implore you, the Trustees, to have your own vision and to vote against the Director's recommendation.

With that said, I strongly feel that with this opportunity to address the Trustees, I must mention the following:

First, I strongly believe that the ARC process is highly flawed. It wages school against school, parents against parents, school against board, community against board, and students against students. Just last week at a track & field mini meet, my son and his classmates were teased by students from another school because he was simply a St. Gregory student – I quote "the poor school with kids that had no place to go". If you decide to endorse the Director's recommendation, these examples of negative student actions/bullying in my eyes, will just be the beginning of many more incidents yet to come. As a Trustee, you need to examine the ARC process, its flaws and the dissonance it creates in surrounding communities. Moreover, Administration must be held accountable for their inconsistencies to follow the **principle of Best Interest of the Student**, a principle in which the Board put forth and clearly ignored during its search for fiscal responsibility.

Second, in less than 2 weeks, without any resources from Administration, Parents of the St. Gregory community were able to find 66 interested students in the grades of JK, SK and Grade 1 for French Immersion at St. Gregory. This is equal to 3 full classrooms. Putting this in prospective, these 66 students would put St. Gregory in the 85% capacity range for full funding. I would like to remind each of you that as early as October of last year, the ARC members put forth the option of implementing French Immersion as a recommendation in the ARC committee's final report in January. Unfortunately, this recommendation fell on deaf ears by Administration. It is evident that there is a need in Tecumseh for Catholic French Immersion, the need is now and St. Gregory School is the solution. French Immersion can be implemented at St. Gregory now – if Christ the King can do it, then so can St. Gregory. Don't allow the Public School Board's vision to steal more Catholic students.

Third, I have to state for the record, that I am in **SHOCK**, about the ignorance from Administration to **NOT** recognize the potential for increased residential growth in the Town of Tecumseh. I am baffled by the fact that Administration can spend thousand of dollars commissioning Watson to project demographic trends and future enrollment figures, to turn around and be unresponsive to its findings. One Administrator had the audacity to tell me that he didn't even believe his **own** report. Once again for the record, let me reiterate that 208 new residential homes are slated for build within the St. Gregory school boundary in the next year and up to 200 more in the Town of Tecumseh. Amazingly, Administration is fixated on the concept of "constructing portables and herding students in an over-crowded school situation" in order to chase Ministry funding.

Fourth, as trustee's you were elected by the public as a check and balance for the Administration with a duty to represent and advocate for those constituents that elected you. Trustees are to work with the values, priorities and expectations of the community in order to help translate actions into policy. It is **GREATLY** disappointing to know that such a Fundamental matter, has prompted and caused so many Trustees to declare a conflict. As a trustee, you are well aware that there should be no other matter more serious to the public interest than the closure of schools. Trustees not willing to vote on such a fundamental decision in my opinion have failed in their duties, should reassess why they became a trustee in the first place and rethink their purpose to apply for the position in the next election. We, the constituents will be improperly served by your silence in this paramount decision of the Board.

I would like to conclude my speech this evening by acknowledging the administration and staff of St. Gregory School. As of September of last year, they have been faced with the notion of a School closure and the possible loss of jobs. At all times, our Principal, Mrs. DiPasquale has lead her team, students and parents within a Christ-centered, faith-filled approach to education and community involvement. Students entered and exited St. Gregory's doors on a daily basis being faced with the uncertainty and despair that their home away from home could be gone within the year. This process has been a very stressful time in the lives of the children and families of our community. I want to applaud the administration and the staff of St. Gregory School for your constant support and care for all of our children in these most difficult times. St. Gregory has integrity and my son, Cameron, in his speech months ago couldn't have said it any better, "our school is just like its namesake and it's a GREAT ONE"! Please keep these words in mind and follow what is right in your heart when voting on this most monumental decision. Thank-you

2.

Windsor Essex Catholic District School Board  
Meeting – Tuesday, May 27, 2014

Delegate: Cynthia Vilella, Co-Chair, St. Gregory School, Catholic School Advisory Committee  
St. Gregory School Parent

Good Evening.

Thank you again for allowing me to speak before you tonight on the Accommodation Review Process of the Tecumseh Family of Schools.

I am unclear tonight as to what or whom I should be targeting. I truly would like to express my sheer disappointment in the process and explain to the trustees and Director and Administration on how this has affected my family, my school and my community.

I was not a member of the Accommodation Review Committee, but did become an active member of the SOS parent committee that initially was formed to share knowledge, lend support to each other and organize delegates at public meetings. It became much more to all of us. We become a motivated and empowered group that has joined strengths, professional backgrounds and networked to work with the Board and accomplish EVERYTHING we have been asked to do. This included:

1. Securing community partners, not once, but twice during this process, to share space in 2 schools, St. Gregory's and St. Pius X, that currently have underutilized classrooms....WE DID THAT!
2. Investigate the potential for French Immersion in our community and secure interest of 60 names of students that would begin JK/SK/Grade 1 in Sept 2014....WE DID THAT!
3. Trust this process....bring forth community input from a variety of sources, and with a variety of concrete factual evidence (without emotional plea) to give support to status quo or at the very least to give time to explore the options brought forward....WE DID THAT!
4. And just today, a potential for a large community partner to have interest in St. Anne's property in the heart of downtown Tecumseh....there are plenty of options to explore, and we have found them for you.

In retrospect, all of this was quite frankly, (for the lack of a better term)...BS!

To give you the benefit of the doubt, you must have truly thought that you had given us an impossible task!....Well, you completely underestimated our group, our community and our commitment to our school! Shame on you for challenging us and making false promises and false ultimatums, only to find yourselves falling back on the potential reality of finances.

If only about savings=front-line staff reduction, this whole process is a waste of time for ALL involved. No wonder the trustees were smart enough not to come to public meetings....why take time away from your family knowing what the final decision would be....knowing that you can declare conflict and eliminate yourself entirely in the end. This is what I see has happened, much like we predicted from the beginning....

The effect that this process has had on my family has been both positive and negative. My husband and I have connected with old classmates and made new friends. We have gained a greater sense of pride in our community leaders, and learned a lot about the education system that we initially chose for our 3 children. Negatively, hundreds of hours were spent over the past year solely on trying to keep our school open. Time away from my children and other commitments juggled to what we thought was worthwhile because we believed we could make a difference. Personally, as an alumni of St. Gregory's, my strength and motivation came from trying to ensure St. Gregory's remained as my school and potentially for my children, because it was academically exceptional in the past and remains so today.



For the school, the students lost a year in which parents spend hours ensuring accomplishments are celebrated. If our school closes immediately, the loss of opportunities to celebrate past and present have been lost.

For our community, this process has shown that the Catholic School board does not learn from its mistakes. Not too long ago the closure of St. Anne's HS was deemed "a mistake"....well if you choose the Director's recommendation, you will be repeating your mistake all over again. You have before you a community, willing to participate and assist you in improving and embarking on new innovative partnerships to bring students and families back to Catholic education. Similar to the partnership you are so proud to implement in Riverside, but yet you have denied us the same opportunity to show you that community partnerships could work in our community as well.

The decision before you tonight, not only for the Tecumseh family of schools, but for all three in question, cannot be made in haste. Too many questions have been left unanswered and too many opportunities exist that need to be explored. My support tonight lies in keeping the Director's recommendation but to defer that decision for 1 or 2 years to explore these opportunities. If in 1 year, it has not led to an improvement that schedule a closure for 2016. These 2 schools, which are only barely underutilized, both are owed a proper transition time to allow the students to make a healthy and happy transition.

The Goal of a trustee, as outlined in the Good Governance document, states it is a calling, not only to carry out the tradition of democracy but to IMPROVE it. Opportunities to leave a legacy that contributes strongly to education systems worldwide.

Elected trustees, what drew you to office?? Your answer should be to set conditions that will provide a high quality of education for every student. Your job is to ensure the Ontario education system continues to adapt and transform to meet ever-changing needs and challenges of the 21<sup>st</sup> century. This should inspire and influence your role. These needs and challenges are not only of a financial nature and decisions should not be made with finances only in mind.

Your role includes:

- Strategic planning
- Policy making
- Community engagements
- Improving students well being
- Budget setting-reallocating funds can be done to accomplish the same as school closure

You were congratulated when you succeeded in being elected into your position, we would like to congratulate you on using your role to accomplish much more than closing schools.

You are accountable to the communities that elected you. You promised integrity and you promised to listen to your community to be a representative in favour of catholic education. We are your shareholders, we are the ones that you asked for an opinion, we are the people that gave you the opportunity to make a difference and leave a legacy.

The Director is accountable to you, the trustees. You are not his employees, but a Board that advises and creates a vision to be upheld by the Director. A Director should share in YOUR vision, you are not responsible to follow the vision of someone else. You the board of trustees have the power and your community has trusted you with that power to represent our needs and desires for the education of our children.

MARIA MCCANN

May 27, 2014

Quote: Ephesians 4:17 and 4:18 "So I tell you this, and insist on it in the Lord, that you must no longer live as the Gentiles do, in the futility of their thinking. They are darkened in their understanding and separated from the life of God because of the ignorance that is in them due to the hardening of their hearts."

A couple of years ago, I felt that God was asking me to become a Christian public speaker. I wrestled with God and then finally one day I said to God that if he really wanted me to become a Christian public speaker he had to prove to me that I had the skill. I told Him to have someone call me and ask me to speak. Don't know who or when; but if that happened, then I would start giving him my full attention.

Well, I have learnt that God has a very interesting sense of humour because less than 24 hours after our conversation, my phone did ring and it was an associate pastor of St. Gregory church who wanted me to give a testimony on the adoption of my three children. God sure got my attention that day.

I also felt that God was calling me to write a book called "Footprints of Angels", subtitle is "Living Differently by Focusing on Heaven" and the theme is Living in God's service based on Romans chapter 12. This writing journey has been an adventure of learning and growth, trusting in God and most of all understanding what it means to totally have faith and depend on God.

There is certain themes that I felt God really wanted me to speak about. One being he wants people to come back to him whole heartedly. The reason why I chose the subtitle "living differently by Focusing on Heaven" is because we often forget that as Catholics, that is really what we believe in. We talk about it all the time, especially in church about getting to heaven. But what does that really mean in our everyday life? We often forget that the way we talk to our children, the way we treat our employees, the decisions that we make, the way we respect/disrespect our bosses, shows who we truly are. If heaven is our destination, then we really need to look at the decisions we make and the actions we take.

When I went in prayer and I asked God to show me what he wanted me to talk I was lead to the book of Ephesians and to three words: Unity, Children of the Light, and spiritual Warfare. I believe what is happening today in this room is a perfect example of spiritual warfare. We have a community of believers who are divided on many fronts. I have learnt that where God is present there is peace, and love. Where there is division, strife, discord, that is the devils territory.

As a Catholic Board our mission is to "promote, protect and enhance Catholic Education". What I feel is happening today is the beginning of the end of Catholic Education. We as a Board are being destroyed from within.

Many parents have reminded the trustees that they have been voted into their positions and therefore need to represent the positions of the community. However, I think there is a bigger picture that is being forgotten and that is that you have been allowed to be placed in that position by God. As believers we are called to further God's kingdom and we do that through Catholic education. In the end, you really don't answer to us, but you answer to God. He is the one who knows what is in your hearts, if there are pure, or if there are ulterior motives for decisions that are being made, if there are self-interests at stake or the common good. We do not see what is behind closed doors but God does. When we submit by putting our own earthly interest aside, we should see increased unity in the body of Christ and the strengthening of other believers which is not happening in this room.

Daily laying aside our own desires to follow him, putting all our energy and resources at his disposal and trusting him to guide us. He wants us to be transformed people with renewed minds living to honor and obey him. Christians are called to "not conform any longer to the patterns of this world" with its behaviours and customs. Only when the Holy spirit renews, re-educates, and redirects our minds are we truly transformed" As Christians we are called to work together under the command of the authority of Jesus Christ.

Faith helps us turn around and do what is right regardless of our past or the disapproval of others.

As Christians we are to be representatives of Christ on Earth. We are challenged to live lives where God's love shows through. It is in our actions and words that show that we really are and as Catholics, we are supposed to be representing Christ and furthering his kingdom.

We are called to be united in one body, one Spirit, one church.

To build unity is one of the Holy Spirit's roles. He leads, but we have to be willing to be led and to do our part to keep the peace. WE do that by focusing on God, not ourselves.

By closing these schools are you really serving and growing God's kingdom? Shouldn't every option be looked at before closing schools? Are we doing God's will? One thing that I have learnt in my own personal life is that when we stop fighting God and we align our life and our decisions with his Will, then life becomes easy and peaceful. Is that what we are doing here today? Our board is shrinking while the public board is growing in this city. Does that sound like the Catholic Board is being blessed by God? What are we doing wrong?

God wants unity and being a child of the light. Instead of having ARC meetings we should be having meetings between administration and parents on the same side looking at creative options to grow Catholic education. This board has been plagued with lots of complaints from fiscal incompetence to nepotism to boy's club. I think if the true goal is to grow Catholic

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education, we need to have the courage to look at ourselves and see why have so many gone to the public board. You have an amazing talent sitting in the parents chairs that can be used to grow this Board instead of destroy it. Each of us has been God given abilities that can strengthen the whole body.

It is human tendency to overestimate what we can do by ourselves and to underestimate what we can do as a group. As followers of Christ, we must be committed to the truth. This means both that our words should be honest and that our actions should reflect Christ's integrity.

A mature Christian centers his life on Christ.

Living "in the futility of their thinking" refers to the natural tendency of human beings to think their way away from God. Intellectual pride, rationalizations, and excuses all keep people from God.

People should be able to see a difference between Christians and non-Christians because of the way Christians live. We are to live as Children of the light. Living the Christian life is a process. Change comes as we trust God to change us.

Lying to each other disrupts unity by creating conflicts and destroying trust. It tears down relationships and leads to open warfare.

Good evening everyone,

My name is Shannon porcellini and I am the Chair of the St. Anne French Immersion Catholic School Advisory Committee.

I am here today to discuss 3 things. First, the communities of east Windsor including east riverside, riverside and forest glade, already have access to high quality Catholic french immersion programming - at our school. We do not believe a system study of french immersion which includes these communities is warranted. St. Anne feeds into St. Joseph High School, which is located in the heart of east windsor. We have served this area for more than 30 years. We have a heritage and history of providing quality catholic french immersion education to the communities of east windsor. Corporal andrew grenon, who grew up in forest glade, is an alumnus of our program and st. Joe's. We are the benchmark french immersion program in our system and one of the top french immersion programs in southwestern ontario.

Second, we are members of the board's French Immersion Advisory Committee, which is where strategy around the expansion of the French immersion program begins. It's also where we collect data and develop best practices around french immersion. The cool thing about this roundtable is that parents have an equal voice in the development of strategy and process. Any study would begin here. Since the forum for discussing the expansion of french immersion already exists, our council urges administration to refer this study issue back to the french immersion advisory committee for discussion.

Third, we support the expansion of the french immersion program and we empathize with the families involved in this arc. However, our Council is not ok with the soliciting of enrolment from families that already attend our school. The distribution of flyers in our catchment area (imagine my surprise when i received one in my mailbox!) has created much confusion in our school community and we now may be dragged into a system study that does not need to happen. We reached out to st. Greg's parents, three times, to correct or at least discuss this, but received no response. These actions do not reflect the Catholic values we all stand for. We are all part of the same board, and this is not how we believe parent groups should treat each other. Thank you for your time. I am happy to answer any questions you may have.

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My name is Cindy Nantais and I have 3 boys at St. Rose. I speak tonight for about 50 of my fellow parents, too many to name, but many of whom you've likely heard from by phone and email.

Tonight I will address 2 issues in my brief time with you:

- (1) The Director's follow up report and its impact on St. Rose – I will ask you to retain St Rose as a K-8 (merging with students from a closed St Maria Goretti)
- (2) One year Delayed implementation if St Rose remains part of Corpus Christi, particularly as I think the transition issues are being minimized.

My hope is that at least ONE OF YOU will move to vary the Director's report to better reflect the wishes of the community, your constituents and the needs of students.

As I've said many times, I don't support the 7-12 model. Over and Over at public meetings, you've been told by many different delegations that it is not wanted. But I (and others) were prepared to accept it with delayed implementation, and on the basis that all Riverside students would be going, equally balanced with East Windsor kids at Corpus Christi.

Frankly, I think St Rose has been repeatedly kicked in the teeth during this process. We have participated fully throughout, sharing concerns, asking for and offering help. Each iteration of this plan seems to get worse for us. I admit, I am confused. I really thought that given our excellent local and provincial standing, that we were worth preserving. Instead, we seem to devalued at every turn. I admit I feel

defeated. Tonight I hope I can make you willing to at least consider a different path, one that preserves St Rose while accomplishing consolidation.

The follow up report prescribes that St John Vianney remain a K-8. St Maria Goretti will close, but they get to choose between St. Rose or St John Vianney. What we are hearing overwhelmingly is that although they WANT to come to St Rose, they WILL go to Vianney because it is a K-8 and that's what they want for their kids. That should give you pause. The ripple effect is that those kids will also then likely choose St. Joe's for high school, frustrating one of the goals of this whole process - to repopulate Brennan.

St Rose, with a diminished K-6 population, will be with left numbers well below capacity, while Vianney will be bursting at the seams.

As childish as these words sound, this is not fair to St. Rose. It seems illogical. We have to abandon the culture that we have chosen for kids, the only Riverside participants in a 7-12 model. We have no other options, other than to leave the board if we want our 7/8s to stay in our close-knit community, with their siblings. I was willing to reluctantly support a balanced combination Riverside and East Windsor kids at Corpus Christi, but this is no longer balanced.

*or its students.  
More than that)*

*of*

In my respectful view, a viable answer is straightforward, closer to home and less disruptive:

- FIRST – Preserve St. Rose as a K-8, merged with all or some children from Goretti. St Rose can better accommodate these students and this will also alleviate any enrollment decline projected at St Rose through 2024. This consolidation makes sense as there is a natural affinity between the schools.

We attend mass together, youth ministry, sacrament preparation. Our kids play baseball, hockey and other activities together. We are close enough that many of the Goretti kids will still be able to walk to our school and safely bike or walk to visit all their school friends. It is a natural fit for SMG to join a K-8 St Rose.

- NEXT Implement Corpus Christi for East Windsor (as they will eventually all attend St Bernard, making the transition ultimately an easy one. Them, with all of the transfers and outside kids that the director Expects will flock to Corpus Christi should amply fill the building without needing to disrupt our relatively small contingent of 7-8s. You will then have a transformative opportunity for East Windsor Schools who deserve that. It will also minimize social integration issues that undermine middle schools.
  
- If there is a need, revisit the issue of the 7-12 model in a few years for the Riverside schools (St Rose and St John Vianney).

With due respect, the follow up report offers virtually NO VALUE to the St Rose student at this time. We are asked to give up our excellent elementary experience. We are not swayed by chromebooks or other bells and whistles. We don't need them. We have the best now. We have an ELITE ACADEMIC EXPERIENCE in a community school, with an excellent culture and we want to preserve that. Frankly, I have yet to hear a reason why St Rose must be a part of Corpus Christi, WHY Riverside students and community are not better served by a k-8 St Rose, merged with SMG, creating 2 vibrant full K-8s in Riverside.



**FINALLY – I want to again remind you about implementation. My son will learn when he wakes tomorrow whether he will attend St Rose or Corpus Christi in the Fall. The anxiety is palpable for him. I remind you that the academic and social problems and issues inherent in middle schools will be amplified with a September 2014 start, as there will be insufficient time for transition. Delayed implementation has tremendous value to student, school and the community, while still ultimately accomplishing consolidation. It IS THE ONLY RESPONSIBLE WAY OF HANDLING THIS. Fiscal concerns are important, but they do not trump the needs of students.**

I appreciate that these are big decisions. I appreciate that you have a view of the system, the big picture, that you are trying not to lose sight of the “forest” for the trees, to borrow a phrase. However, do not allow systemic issues to deprive you of considering the very real and personal cost of the decisions made, of considering other options. Let’s not forget that without the trees, there is no forest. And here, there are children who are relying on us, trusting us, as parents, as educators, as adults, as board members, as trustees, to make decisions that are fiscally responsible but **ALSO IN THEIR INTERESTS.**

I admit that I feel discouraged and as if the needs of St. Rose have been largely ignored. I am asking that someone move to **AT A MINIMUM** delay implementation of the 7-12 for one year or better yet, recognize that St Rose is better left a thriving K-8, merged with St Maria Goretti, creating a rational consolidation of school communities, one that will feed a revitalized Brennan high School into the future.

Thank you

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May 27, 2014

Re: Board Meeting at Holy Names High School 7 pm

Attn: Barb Holland, Board Chairperson

Paul A. Picard, Director of Education & Secretary of the Board

Good evening,

I am here to speak to you tonight in the hopes that my story will touch you in a way that may just save St Rose School from being involved in a change that my son and myself are not at all prepared for.

I have 2 boys attending St Rose School, Chase is in Grade 5 and Jesse is in Grade 7. Jesse is 12 years old and suffers from a severe form of autism as well as a seizure disorder.

The year prior to Jesse being born I purchased a beautiful home walking distance from St Rose School. It was the perfect school in my eyes, a school that reminded me of the one I grew up attending as a child. I could have picked anywhere to live but the Riverside community just felt like home and the right place to start a family.

At the age of 2 Jesse went to The Summit Centre, a pre-school for children with Autism in Windsor. It was here Jesse received ABA therapy on a daily basis until the time came for Jesse to enroll at St Rose. A detailed transition plan was prepared nearly 12 months prior to the start of the school year and an additional 6 months of support was provided at St Rose to help Jesse settle into school. If there is ONE thing you learn hard and fast about Autism is that most kids have problems with TRANSITION. Countless hours were spent preparing Jesse, the school and the students for his arrival at St Rose. Planning was KEY.

Planning is still KEY when dealing with Jesse and his Autism. It has taken years of planning for Jesse to tolerate the basics at school when it comes to academics and social functions as well as basic life skills. In all reality it took 5 years for Jesse to tolerate a full grocery shopping trip to the local Metro.

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How Jesse is expected to tolerate a transition as huge as the one being proposed to happen in a few short months is just mind boggling. Jesse is very much still a toddler developmentally and to expect him to handle this huge of a change with little or no planning for him personally is a shock and an insult to our family. Jesse and other kids with special needs deserve better. The Ministry of Education recommends a 9-12 month lead time to properly plan entry to school, 2 years lead time to plan the primary to secondary transition and 5 years to plan the transition from secondary to post secondary or community living. Why you are cheating Jesse and countless others out of this transition timeline is not right at all. It is far too rushed of a decision for the transition to be done properly which would then result in my son suffering. Jesse will regress and will show upset, confusion and aggression trust me on this. I have learned the hard way for 12 years what happens when Jesse is not fully prepared for a transition, even one as minor as changing from one activity to another can lead to a meltdown lasting for hours, injuries to himself and to others. The audacity that he transition from one school to another in a month's time is an impossibility. I know my son and I know almost for certain he will attempt to escape the Brennan site to return to St Rose School. He will be as a hazard to himself and to others. Is this all part of the plan? To watch kids suffer because a decision was rushed? Is it really worth it? Well it is not worth it to me to have to see my son suffer and struggle. Are you truly about to save money at my sons expense? Are ~~you~~ our children about to pay the ultimate price to balance your budget? If his transition is properly planned out and the decision to change St Rose to JK-6 was delayed by 1 or 2 years then Jesse would be given his fair chance. Jesse would be given the opportunities he deserves to be better prepared for this transition. It takes time to properly plan for this life altering change. If Jesse had the time he is entitled to then I am confident he would do well. I am confident he would thrive with his peers, this is what he needs and deserves. Many of you keep speaking of the VALUE to student motto that is supposed to be your main consideration. Where is the value in not giving my son enough time to transition from St Rose? As I see it and all of the families I speak for see it for there is NO value to Jesse by traumatizing him with this rushed change to take effect this September. NO value at all. He will spend 9 years of HELL after being rushed away from St Rose where he is currently thriving.

Jesse is non verbal , that is why I stand before you this evening speaking on his behalf. As his mother I understand what he cannot say. As a single parent, Jesses primary caregiver and

his advocate day in and day out I am truly fearful for what the future holds if this transition happens this fall.

*to all of the trustees and to you Mr. Picard*

I pray that you all stop and think about Jesse and all of the other children who will be struggling to understand the changes you are attempting to force upon them. A change that was not at all explained to them or prepared for properly. A rushed decision with only 1 month left in the school year is one that will have a negative impact on ~~the~~<sup>the</sup> ~~the~~<sup>the</sup> future of and that adds no value to ~~his~~<sup>our</sup> life or to mine ~~so~~<sup>children</sup> please defer the JK-6 model at this time.

*our children*

*my sons*

*[Signature]*

Thank you and God Bless.

Lana Vince

849 Belleperche

Windsor, Ontario

Home 519-974-7900

Sue Grimmett (Page 58 of 159)

Chairperson Holland, Trustees, Director Picard and Senior Administration of the Windsor Essex Catholic District School Board,

I am here before you this evening to take a moment, on behalf of a group of parents of the St. John Vianney School community, to thank Senior Administration and Director Picard for listening to the concerns brought forward by the SJV school community at the April 15<sup>th</sup> public Board meeting and for maintaining St. John Vianney as a JK to 8 school.

As a parent representative on the Accommodation Review Committee for the Riverside /East Windsor review, I met many dedicated people from the individual school communities and Board representatives whose hearts were all in the right place. Their passion and dedication was amazing. The comments I heard and the knowledge I gained throughout the process impacted my views at times, and I have come to respect that perhaps, for me, this had to be part of the process ...As I gained knowledge and a better understanding of the limited resources that the Board has, I support the Directors Follow up report.

Although being part of the Accommodation Review Committee was not always easy...I am very grateful for the many people that I met and interacted with.

We would also like to take the opportunity to say Thank You for considering and implementing new programs that will only stand to further enhance education of our children.

This is being presented on behalf of a group of parents in the St. John Vianney school community and we thank you for your time and consideration. Have a good evening.

May 26, 2014

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1325 California Avenue  
Windsor, ON N9B 3Y6  
CHAIRPERSON: Barbara Holland  
DIRECTOR OF EDUCATION: Paul A. Picard

**SPECIAL REGULAR BOARD MEETING**  
**Tuesday, June 10, 2014 at 8:00 p.m.**  
**Windsor Essex Catholic Education Centre**  
**John Paul II Boardroom**

**MINUTES**

**PRESENT**

- Trustees:** F. Alexander J. Macri  
M. DiMenna, Vice-Chair B. Mastromattei  
F. Favot J. McMahon  
B. Holland, Chair L. Soulliere
- F. Dellosa Student Trustee  
Rev. L. Brunet, Board Chaplain
- Regrets:** Trustee Courtney and Student Trustee Ellepola
- Administration:** P. Picard (Resource) E. Byrne  
J. Bumbacco P. King  
C. Geml S. O'Hagan-Wong  
M. Iatonna M. Seguin  
J. Shea  
S. Swiatosehik
- Recorder:** B. Marshall

1. Call To Order – Chair Holland called the meeting to order at 8:04 pm.
2. Opening Prayer – Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance – All present. Trustee Courtney sent her regrets due to work commitment. Student Trustee Ellepola sent her regrets due to attendance at a school event.
4. Approval of Agenda

**Moved by Trustee Macri and seconded by Trustee Soulliere that the June 10, 2014 Special Regular Board meeting agenda be approved as distributed. Carried**

5. Disclosure of Interest - Pursuant to the Municipal Conflict of Interest Act.:

Trustee Macri disclosed interest in relation to agenda item 12a) Tabling of the 2014-15 Draft Budget due to his sons' employment and did not participate in the discussion or vote on any question raised on that item.

6. Presentations: *None*
7. Delegations: *None*
8. Action Items: *None*
9. Communications: *None*
  - a. External (Associations, OCSTA, Ministry): *None*
  - b. Internal (Reports from Administration): *None*
10. Committee Reports: *None*
11. Unfinished Business: (*Includes Deferred and Tabled Reports*): *None*
12. New Business:
  - a. Report: Tabling of 2014-15 Draft Budget

Superintendent of Business Penny King and the Manager of Budget Control Susan Swiatosehik provided highlights of the 2014-15 Draft Budget.

**Moved by Trustee DiMenna and seconded by Trustee Favot that the 2014-15 Final Draft Budget Estimates be received and that the documents be tabled for a 2 week period to permit further stakeholder and community input, with the final budget, as may be amended, to be brought forward for approval by the Board at its meeting scheduled for June 23, 2014. Carried**

13. Notice of Motion: *None*
14. Remarks and Announcements:
  - a. Chairperson – No announcement this evening.
  - b. Director of Education – No announcements this evening.
  - c. Board Chaplain Brunet commented on the Zenit news agency article *World Seen from Rome*, in which Pope Francis is quoted he sees “three roads” for the young: “The road for education, the road of sport, and the road of work”.
15. Remarks/Questions by Trustees
 

Trustee McMahon congratulated students, staff and the organizing committee who participated in the Track and Field events held throughout the past week. Trustee McMahon enquired on the status of the system-wide French Immersion study suggested during the Accommodation Review studies and was assured a fall meeting has been scheduled with the French Immersion Advisory Committee to begin the process.

Trustee Favot commented on the St. Michael's Alternate High School and Adult Education graduation ceremonies held on June 9<sup>th</sup>.

Student Trustee Dellosa mentioned the Student Senate's final meeting of the school year is scheduled for June 18<sup>th</sup>. Senate members plan on discussing the successes and challenges of the Senate and will be report to the Board at the next regular meeting.

Associate Director Geml acknowledged Superintendent JoAnne Shea's retirement. This evening is Ms. Shea's last Board meeting. As well as, Superintendent Shea is the recipient of the J.F. Johnston Award.

Chair Holland, on behalf of the trustees, congratulated Superintendent Shea and thanked her for sharing her many gifts as a teacher, principal and Superintendent with students, staff and trustees.

16. Future Board Meetings: *Unless stated otherwise, all meetings will be held at the Windsor-Essex Catholic Education Centre - 1325 California Avenue, Windsor beginning at 7:00 pm.*

- **MONDAY**, June 23, 2014

*Committee of the Whole Board In-Camera Meetings will be held on the second Tuesday of the month at 6:00 pm (closed sessions).*

17. Closing Prayer – Fr. Brunet closed the meeting with a prayer.
18. Adjourn to Committee of the Whole Board In-Camera meeting, if required: - *Not required.*
19. Adjournment - There being no further business, the Regular Board meeting of June 10, 2014 adjourned at 9:05 p.m.

*Not Approved*

**Barbara Holland**  
*Chair of the Board*

**Paul A. Picard**  
*Director of Education and Secretary of the Board*





1325 California Avenue  
Windsor, ON N9B 3Y6  
CHAIRPERSON: Barbara Holland  
DIRECTOR OF EDUCATION: Paul A. Picard

**Meeting Date:**  
June 23, 2014

## BOARD REPORT

**Public**  **In-Camera**

**PRESENTED FOR:** Information  Approval

**PRESENTED BY:** Senior Administration

**SUBMITTED BY:** Paul A. Picard, Director of Education  
Jamie Bumbacco, Executive Superintendent of Human Resources  
Mario latonna, Executive Superintendent of Corporate Services

**SUBJECT:** **SUMMER JOBS AND FOCUS ON YOUTH PROGRAM 2014**

### RECOMMENDATION:

**That the Board receive as information, the listing of Summer Jobs and Focus on Youth Program for students, 2014.**

### SYNOPSIS:

Students are hired each summer for landscaping and other projects. For the sixth 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 hire Grounds Crew students to enhance the curb appeal of our facilities and to employ various other students for project work. For this summer, the Board has hired 11 students for this purpose. (Appendix A attached).

The Focus on Youth grant has allowed the Board, in consultation and partnership with various not-for-profit groups to hire 85 students. (Appendix B attached). 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:**

As can be seen from the Appendix A, the approximate hourly cost subsidy payable to the Board for the grounds crew and Facility Services student assistant is \$2.00 per hour. The Ministry of Education has allocated the Board \$2,989.20 towards the cost of the Summer School Student Assistant position. The Focus on Youth summer program is fully funded through the Focus on Youth Grant. The net cost to the Board is projected to be \$30,278.80. The Board has \$38,295 allocated in the 2013-14 budget for student help, and as such, sufficient funds exist for the program.

**TIMELINES:**

Student Summer Jobs will commence in June and July for 6-12 weeks.

**APPENDICES:**

- Summer Student Grant Approvals and Projected Costs for 2014
- Focus on Youth Summer Program 2014

**REPORT REVIEWED BY:**

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL:	Review Date:	June 10, 2014
<input checked="" type="checkbox"/>	EXECUTIVE SUPERINTENDENT:	Approval Date:	June 10, 2014
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	June 10, 2014

**Appendix A****Summer Student Grant Approvals & Projected Costs 2014**

Position Title	# of positions	<u>Costs to be incurred</u>					Benefits @ 10%	Total
		# weeks	Hrs/wk	Pay Rate	Wages			
Grounds Crew Leader	1	8	35	\$12.00	\$3,360	\$336	\$3,696.00	
Grounds Crew	8	8	35	\$11.00	\$24,640	\$2,464	\$27,104.00	
Facility Services Student Assistant	1	8	35	\$12.00	\$3,360	\$336	\$3,696.00	
Summer School Student Assistant	1	7	30	\$12.00	\$2,520	\$252	\$2,772.00	
<b>Total Costs</b>							<b>\$37,268.00</b>	

**Funding to be received**

Ministry of Training, Colleges and Universities (\$2.00 wage subsidy) - for ten students	\$4,000.00
Minsitry of Education - for one student	\$2,989.20
	<b>\$6,989.20</b>

**Net Cost to the Board** **\$30,278.80**

Note: 1 other position is being considered pending funding approval from New Beginnings. This position would be 100% funded; therefore no cost to the Board.

Focus on Youth Program			Summer of 2014		
Organization	Name of Program	School site preferred	Participant age range	# of Student Placements	Program date/days
Access County Community Support Services	Harrow Summer Fun Camp	St. Anthony	JK - Gr 8	4	Monday - Friday July 7 - Aug 15, 2014
Access County Community Support Services	Leamington Summer Fun Camp	Queen of Peace	JK - Gr 8	4	Monday - Friday July 7 - Aug 15, 2014
Autism Services Inc.	Bruce Awad Summer Program	OLPH	Gr 2-8	5	Monday - Friday July 7 - Aug 15, 2014
Autism Services Inc.	Bruce Awad Summer Program	Holy Name Essex	Gr 2-8	2	Monday - Friday July 7 - Aug 15, 2014
Core City Hoops	Core City Hoops Summer Camp	Catholic Central HS	Gr 2-8	6	Monday - Friday July 7 - Aug 15, 2014
Cougar Basketball	Cougar Basketball	Cardinal Carter	Gr 9-11	2	Monday - Thursday July 7 - Aug 14, 2014
Head Start Sports Youth Club	Head Start Sports Summer Camps	Villanova	JK - Gr 8	2	Monday - Friday July 7 - Aug 15, 2014
Learning Disabilities Association of Windsor-Essex County	Summer Enrichment Camp	Our Lady of Mount Carmel	Gr 2-8	2	Monday - Thursday July 7 - Aug 14, 2014
Learning Disabilities Association of Windsor-Essex County	Summer Enrichment Camp	Holy Name Essex	Gr 2-8	2	Monday - Thursday July 7 - Aug 14, 2014
Municipality of Leamington, Department of Culture & Recreation	Summer Fun in Leamington	Kinsmen Recreation Complex	JK - Gr 8	3	Monday - Friday July 7 - Aug 15, 2014
Riverside Fun Camp	Riverside Fun Camp	St. John Vianney	JK - Gr 5	7	Monday - Friday July 7 - Aug 22, 2014
Riverside Sport Camps	Riverside Sport Camp	St. Joseph HS	Gr 2-8	4	Monday - Friday July 7 - Aug 15, 2014
South County Volleyball Club	South County Volleyball camps	F.J. Brennan HS	Gr 2-8	2	Monday - Friday July 7 - Aug 15, 2014
St. Louis Summer Sports Camp	2014 St. Louis Summer Sports Camp	St. Louis	Gr 6-8	2	Monday - Thursday July 7 - Aug 14, 2014
Tecumseh Saints	St. Anne Focus on Youth Summer Camps	St. Anne HS	Gr 2-8	5	Monday - Friday July 7 - Aug 15, 2014
The Corporation of the Town of Tecumseh	Tecumseh Summer Day Camp	St. Gregory	JK - Gr 8	4	Monday - Friday June 27 - Aug 29, 2014
Town of LaSalle	Focus on Youth Leader in Training	Vollmer	JK - Gr 8	5	Monday - Friday July 7 - Aug 15, 2014
University of Windsor - Lancercamps	Lancercamps	St. Denis Center	JK - Gr 8	6	Monday - Friday June 30 - Aug 15, 2014
University of Windsor's Aboriginal Education Centre	Turtle Island Summer Arts Camp	Catholic Central HS	Gr 6-8	2	Monday - Friday July 7 - July 25, 2014
Yellow School Bus	Yellow School Bus Camp	Assumption	Gr 1-5	10	Monday - Thursday July 7 - Aug 14, 2014
YMCA	YMCA Kids Club	St. John	JK - Gr 8	3	Monday - Friday July 7 - Aug 15, 2014
YMCA	YMCA Kids Club	St. Jules	JK - Gr 8	3	Monday - Friday July 7 - Aug 15, 2014

# Windsor-Essex Catholic District School Board



*Windsor-Essex Catholic District  
School Board*

## ***How the Windsor-Essex Catholic District School Board Turned the Tides Toward Success***



*Windsor-Essex Catholic District School Board Director Paul Picard and Chairperson Barbara Holland discuss the district's dramatic turnaround from deficit to surplus, and the business model that got them here.*

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Written by: Sasha Orman  
Produced by: James Gilligan >>>

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# Windsor-Essex Catholic District School Board

## *How the Windsor-Essex Catholic District School Board Turned the Tides Toward Success*

**A**s the world changes, sometimes long-held systems and organizations need to change as well in order to keep up. For nearly twenty years, this was a problem facing the Windsor-Essex Catholic District School Board. But with director Paul Picard at its helm, the district has seen a remarkable turnaround that has allowed it to stop playing catch-up and start focusing on the future. All it took was the ability to see the school system through a fresh pair of eyes and a new approach.

### **Taking the District From Deficit to Surplus**

“Historically, the Board had been in a non-surplus position or a deficit position for the better part of the last 20 years, and as enrollment declined, our ability to even manage a round balance was compromised even further,” says Picard. “Further exacerbating the problem was the fact that, based on the decline, we had a significant surplus of facilities – we just had way too many schools. When you put all those factors together, we reached a point where about four years ago we were in a

deficit of approximately \$10 million. Just after that is when I took over this position.”

That’s a tough situation to enter into, and Picard knew that some tough decisions had to be made in order to turn the school district’s situation around. “I brought forward a report to the Board of Trustees saying it’s absolutely unsustainable how we’re doing this, and that we have to make a significant amount of corporate decisions here to address those issues – understanding full well that it was going to mean reimaging programs, reimaging program delivery, corporate downsizing in terms of staffing, the closing and consolidation of facilities,” he says. “From budget development to auditing practices to variance reporting, we had to absolutely change everything. So what we did was we brought forth a cultural paradigm shift to go to very much a business model. What we’ve moved to is focused investment with measurable returns: if you are going to ask me to get approval from the Board of Trustees for programming of any type, I need to see the business plan, I need to know what you hope to achieve, I need to know how it benefits students, how it fits in the context of faith, and I



need to know what kind of return we're going to get, either in context of altruism or a pure blunt measure of numbers. It's highly unusual in public education, but it's critical."

It may be highly unusual, but it's working: for the first time in years, Windsor-Essex Catholic District School Board is operating not on a deficit but a significant surplus. That's all money that can help Windsor-Essex Catholic School students grow and succeed.

### **Understanding the School System From the Inside**

If it seems like Paul Picard has

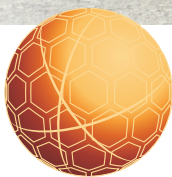
a preternatural understanding of what it took to rebuild the Windsor-Essex Catholic District School Board it could be because he has been a part of it for nearly four decades. "I don't think you could find a job within this organization that I have not done," he says. "I started as a youngster cutting grass, then when I was a little older worked with custodial staff in cleaning schools, maintenance staff, teacher, vice principal, principal, program principal, head of facilities, superintendent of HR, and director of education."

Growing up within a business



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can give you a unique perspective and be an invaluable asset. “I have an intimate understanding of every aspect of the organization, which is helpful on many levels,” says Picard. “Years ago, before there was even a board office, board meetings used to take place around my dining room table when my father was chair of the board. I understood the political realities from way back when. I was a union chief negotiator, and led strikes. I understand all aspects of the organization – and where I find that helpful is with all the superintendents, specialists, managers, and principals that have been critical components of this success. I can understand

## Supplier Profile

### **APL Borealis Inc.**

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their perspectives and help them synthesize that into a holistic approach to a big picture view.”

### **Excellence in Innovation**

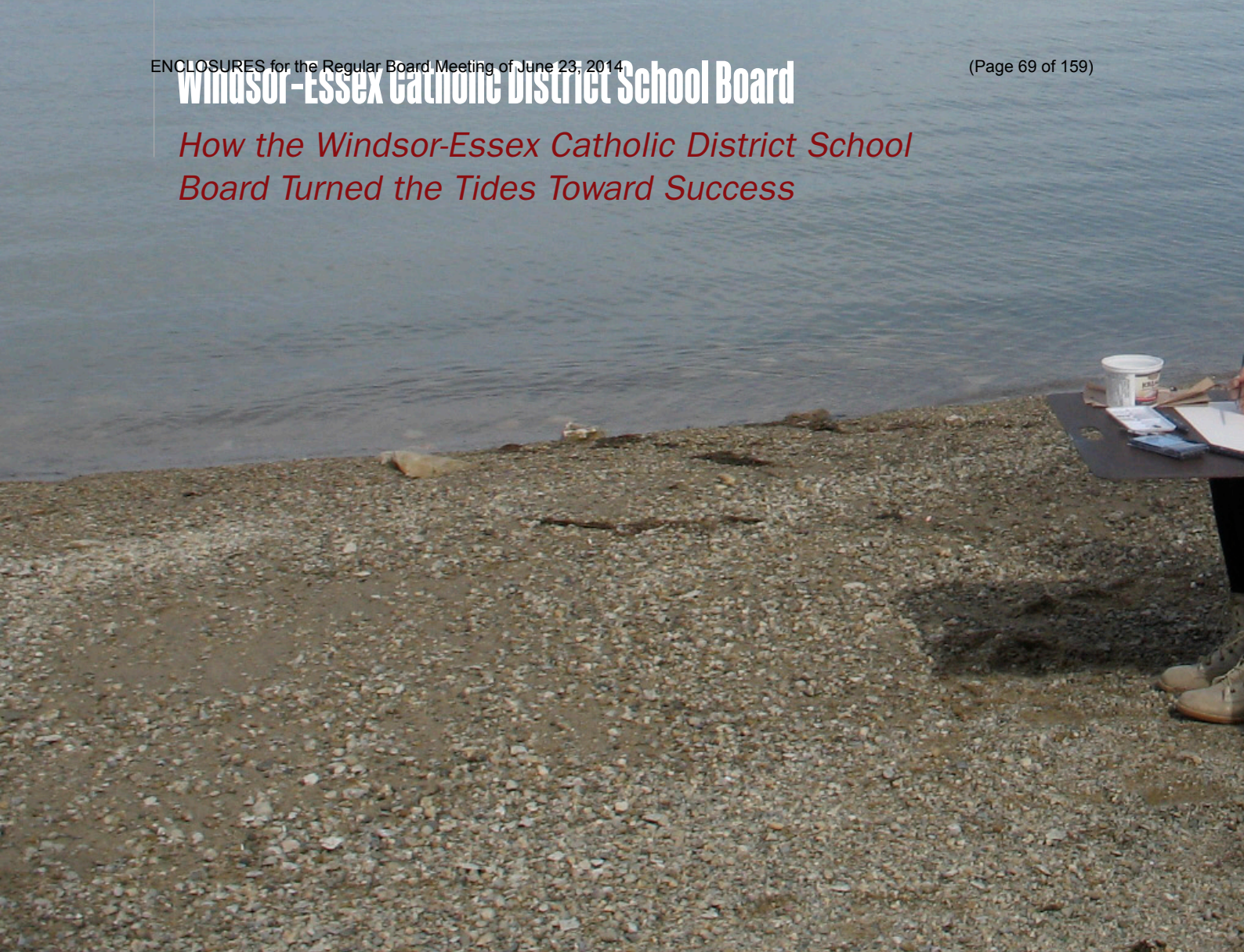
When Windsor-Essex Catholic District School Board made its commitment to change, the school board designated two areas where it refused to compromise: faith-based values, and student achievement. To further the progress of the latter, the district has embraced technology as the tool that it is to help its students achieve a more modern and effective education.

“Tech is tech, it is a tool and it is the future – what we have to do is embrace it and teach people how to use the tool effectively to support learning,” says Picard, noting the importance of getting beyond the ‘wow’ factor and finding the best ways to integrate technology in a way that’s seamless and useful. “What we have to do is teach students how to use technology, because essentially that’s the future. We grew up in a world of textbooks, but with the way knowledge is expanding so rapidly, textbooks are becoming obsolete. Most of our research now comes through some type of media, whether it’s a laptop or a tablet – it’s staggering, the speed at which it’s going.”

This emphasis on the future has also led to the creation of “centres of excellence and innovation,” which aim to offer middle school and high school students an education in relevant subjects like robotics and aerospace engineering, which they can apply toward a bright Science, Technology, Engineering and Math (STEM) based future. “Students can go where we’re offering innovative and creative programs that they feel best suit their potential pathway and learning style,” says Picard.

# Windsor-Essex Catholic District School Board

## *How the Windsor-Essex Catholic District School Board Turned the Tides Toward Success*



Innovation isn't always easy, especially getting parents on board who grew up in a very different time of education. "This is where engaging the community is so important," says Holland. "As we make these strides, what we see is parents struggling to rationalize this new form of learning. For example, when we moved from a traditional library toward one that children would use, there was an outcry as parents were very upset at our move away from a traditional book-bound library. But now our libraries are filled with children communicating back and forth.

Children just eat this up, and it's wonderful to see."

In short, it's a valuable learning experience – not just for students, but for parents as well. "It's very challenging, but it's also a tremendous opportunity to educate parents who are struggling and explain how it works," Holland continues. "These are measurable outcomes. When we can say to them, 'here's how we said we were going to do this, here's how we did it, here are the results, and the results are wonderful and inspiring, that resistance becomes support. At the end of the day, it supports our



business plan which is not doing more with less, but using the dollar strategically to make sure the focus you have gets you to your goal.”

### **Moving Toward the Future**

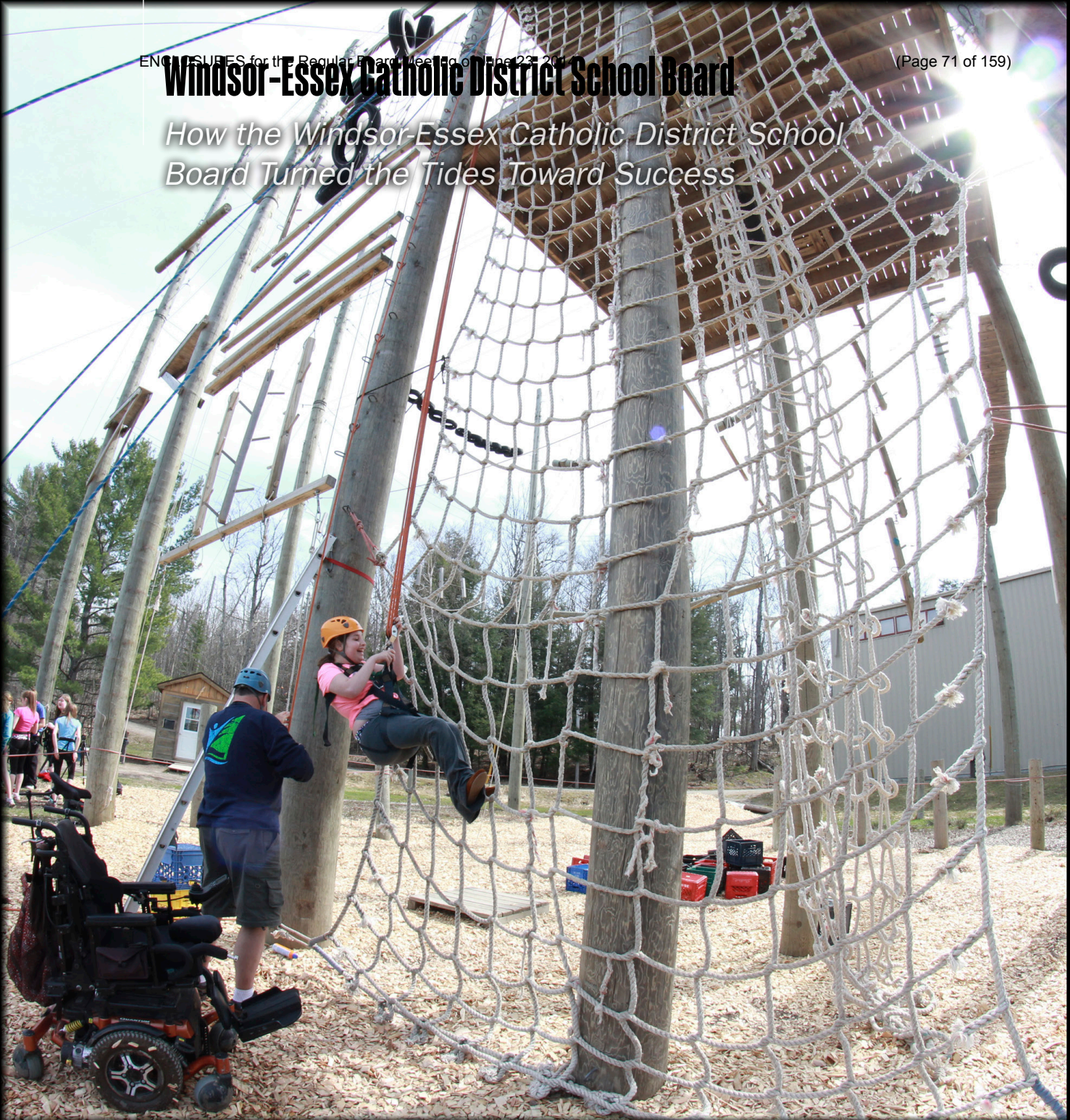
The Windsor-Essex Catholic District School Board has come a long way in the last few years, but it still has a long way to go. Recent goals for the district include the building of an all-new school in the city’s core to better serve an in-need demographic, along with new school structures that will give middle school children exposure to high school activities and electives,

helping them to transition more smoothly with less disruption to learning as they adjust. Continued changes are difficult, but Windsor-Essex Catholic is no stranger to thriving in difficult situations.

“The strongest steel is forged in the hottest fire,” says Picard. “We’ve gone through some unbelievable challenges and we’ve had some very difficult conversations – we’re in the middle of one right now, as we’re in the middle of consolidating more schools, and there are some communities that are genuinely impacted by this. But what we

# Windsor-Essex Catholic District School Board

## *How the Windsor-Essex Catholic District School Board Turned the Tides Toward Success*



keep speaking to is: look what we've achieved together. Yes we'll have to continue making difficult decisions. In a world very much globalized, there are not anywhere near the dollars that there were before, so we have to use every bit of our collective creativity. But we're collectively beginning to realize: yes, this is what we have to do,

and we're irresponsible if we don't. That's what truly distinguishes us. We have an advantage on our side, hardened by really difficult decisions and our difficult history."

"It's all about leadership and willing to lead in difficult times," adds Holland. "It is not lost on me that these gains that have been made have happened under the



**STATISTICS**



**INDUSTRY:**  
Education

**HEADQUARTERS:**  
Windsor Essex Catholic Education Centre,  
Windsor, Ontario (Canada)

**KEY PEOPLE/TITLES:**

- Barbara Holland, Chair of the Board
- Paul Picard, Director of Education

**PRODUCTS:**  
Providing Catholic education to students from Junior Kindergarten to Grade 12 in 38 Catholic elementary schools; 8 Catholic High Schools, as well as an alternative and an adult education program.

**REVENUE:**

- Operating budget (2013) \$244,523,159
- Capital budget (2013) \$15,227,213

**EMPLOYEES:**  
over 2,108

**WEBSITE:**  
[www.catholicboard.ca](http://www.catholicboard.ca)

leadership of Picard. I think that has been a key factor in motivating everyone on this Board to work together to achieve these goals – having the right people at the right table at the right time, moving forward on a single vision. That’s what’s brought us here today.”

Visit us online: 



1325 California Avenue  
Windsor, ON N9B 3Y6  
CHAIRPERSON: Barbara Holland  
DIRECTOR OF EDUCATION: Paul A. Picard

**Meeting Date:**  
June 23, 2014

## BOARD REPORT

**Public**  **In-Camera**

**PRESENTED FOR:** Information  Approval

**PRESENTED BY:** SEAC Committee – Trustee Members

**SUBMITTED BY:** Paul A. Picard, Director of Education  
Cathy Geml, Associate Director of Education Student Achievement K-12

**SUBJECT:** **SPECIAL EDUCATION ADVISORY COMMITTEE (SEAC)**  
**Meeting of Thursday February 13, 2014**

### RECOMMENDATION:

**That the Board receive the Minutes of the Thursday February 13, 2014  
Special Education Advisory Committee meeting as information.**

### SYNOPSIS:

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

### BACKGROUND COMMENTS:

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

**FINANCIAL IMPACT:**N/A

### TIMELINES:

The next SEAC meeting will occur on Thursday April 17, 2014 at the Catholic Education Centre.

### APPENDICES:

- Special Education Advisory Committee Minutes of Thursday February 13, 2014.

### REPORT REVIEWED BY:

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL:	Review Date: May 27, 2014
<input checked="" type="checkbox"/>	EXECUTIVE SUPERINTENDENT:	Approval Date: May 27, 2014
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date: May 27, 2014



**1325 California Ave., Windsor, ON N9B 3Y6  
Phone: (519) 253-2481 Fax: (519) 253-0620**

**SPECIAL EDUCATION ADVISORY COMMITTEE MEETING  
Thursday February 13, 2014 – 6:00 P.M.  
Windsor Essex Catholic Education Centre  
1325 California Avenue, Windsor**

**MINUTES**

Present:	Melanie Allen	VIEWS (Chair)
	Lisa Soulliere	Trustee
	Rose Lamug	Autism Ontario Windsor-Essex (V-Chair)
	John Riberdy	Principal
	Michelle Freisen	Integration Action for Inclusion
	Cathy Geml	Associate Director of Education
	Terri Maitre	Recorder

1. Call to Order – Melanie Allen
2. Opening Prayer – Melanie Allen
3. Welcome – Melanie Allen welcomed the committee.
4. Recording of Attendance – Regrets: John McMahon, Tina Greco
5. Approval of Agenda - February 13, 2014

**Motion by Rose Lamug and seconded by Michelle Freisen that the Agenda be approved as printed and circulated. *Carried***

6. Agenda Questions from Observers - None
7. Disclosure of Pecuniary Interest - None
8. Approval of Minutes -

**Motion by Melanie Allen and seconded by Rose Lamug that the Minutes be approved as printed and circulated. *Carried***

9. Business Arising - None
10. Information Items –
  - (a) Community Living – The Bea DeBernardi Inclusive Education Award – information has been forwarded to the schools.
  - (b) Community Living - SEAC Leadership Forum to be held in Toronto on



February 22, 2014 for all Community Living SEAC representatives.

**Motion by Melanie Allen and seconded by Michelle Freisen that the Information Items be accepted as information. *Carried***

11. Report from Chair - N/A
12. Report from Trustees -
  - Supervision has been removed – Trustees are back at the Board table.
  - The Board has a \$5.5 million dollar surplus as of the end of August 2013. In the Board agenda package of January 28, 2014 there are projections of an additional \$5.2 million dollar surplus by the end of August 2014. Therefore, the board is projected a \$10.6 million dollar accumulated surplus.
  - The board will remain very diligent when it come to finances, like all boards in the province we are impacted by declining enrolment, ongoing reductions in Ministry grants and a new fiscal reality in the province of Ontario.
  - St. John the Evangelist grade 3 & 4 class presented their video prepared for the Community Living Ontario video contest “Together We’re Better”.
  - The Director gave the First Annual State of the Board Address (copy is available on the board website).
  - Board meetings have returned to the regular schedule; In-camera meetings will be held on the 2<sup>nd</sup> Tuesday and Public meetings will be held on the 4<sup>th</sup> Tuesday of each month.

**Motion by Melanie Allen and seconded by Michelle Freisen that the report from Trustees be accepted as information. *Carried***

13. Report from Associate Director of Education -
  - (a) SEAC has been invited to the February 25<sup>th</sup> board meeting to observe a presentation on technology.
  - (b) A letter from the Director along with a copy of the 2013 Director’s Annual Report to the Community was presented to SEAC.
  - (c) Autism Gala is being held February 22, 2014. The gala supports the local community.
  - (d) Each school board receives a Special Equipment Amount (SEA) Per Pupil Amount allocation, which includes a base amount for each school board plus an amount based on average daily enrolment. Reserves from last year’s SEA funds assisted with the purchased of approximately \$200,000 in Special Education technology needs. Following SEA guidelines principals submitted a proposal to the board based on the needs of students. The board reviewed the submissions for approval. The equipment is being distributed to students who fall under SEA funding guidelines. Training is provided on the equipment for students and teachers through the SEA funding. Principal Riberdy stated that there has been increased interaction “students working with students in technology”.

- (e) The Board announced their Chromebook 1:1 project which is being piloted at St. Rose Catholic Elementary School. The Media was invited on Thursday, January 30<sup>th</sup> at 9:00 a.m. for a demonstration at St. Rose. CTV ran a story on the project and has been keeping in touch with the school monitoring the progression.

**Motion by Melanie Allen and seconded by Rose Lamug that the report from Trustees be accepted as information. *Carried***

14. New Business - 2014 Elections

Associate Director, Geml chaired the election of officers for SEAC. Nominations were called for the position of SEAC Chair for the 2014 calendar year.

Lisa Soulliere was acclaimed SEAC Chair for the 2014 calendar year.

Nominations were called for the position of SEAC Vice-Chair for the 2014 calendar year.

Rose Lamug was acclaimed SEAC Vice-Chair for the 2014 calendar year.

15. **Association Reports**

- (a) Melanie Allen, VIEWS representative presented information from MACSSE to be distributed to SEAC. As well as an esight link with information regarding an upcoming sessions to be held February 24-26. For additional information please access the following site. <http://www.esighteyewear.com/>
- (b) Michelle Freisen representative for Integration Action for Inclusion presented information flyers on Registered Disability Savings Plan (RDSP) sessions. This information has been posted to the Board staff room. Michelle also mentioned the IEP evening to be held Monday April 14, 2014 at the Essex Civic Centre. More information to follow.

**Motion by Rose Lamug and seconded by Michelle Freisen that the reports from the associations be accepted as information. *Carried***

16. Closing Prayer – SEAC members

Meeting adjourned at 7:00 p.m.

Next meeting: April 17, 2014 at 6:00 p.m.



## WINDSOR-ESSEX CATHOLIC DISTRICT SCHOOL BOARD

1325 California Avenue  
Windsor, ON N9B 3Y6  
CHAIRPERSON: Barbara Holland  
DIRECTOR OF EDUCATION: Paul A. Picard

**Meeting Date:**  
June 23, 2014

### BOARD REPORT

**Public**  **In-Camera**

**PRESENTED FOR:** Information  Approval

**PRESENTED BY:** Senior Administration

**SUBMITTED BY:** Paul Picard, Director of Education  
Cathy Geml, Associate Director of Education

**SUBJECT:** **FRENCH IMMERSION ADVISORY COMMITTEE (FIAC)  
- MEETING OF March 26, 2014**

#### RECOMMENDATION:

**That the Board receive the Minutes of the March 26, 2014 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 to the Board, for information, the Minutes of its March 26, 2014 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 Thursday, May 15, 2014 at the Catholic Education Centre. Minutes will be provided to the Board following approval by the French Immersion Advisory Committee.

**APPENDICES:**

- French Immersion Advisory Committee Minutes of March 26, 2014

**REPORT REVIEWED BY:**

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL:	Review Date:	May 27, 2014
<input checked="" type="checkbox"/>	EXECUTIVE SUPERINTENDENT:	Approval Date:	May 27, 2014
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	May 27, 2014



## WINDSOR-ESSEX CATHOLIC DISTRICT SCHOOL BOARD

1325 California Avenue  
Windsor, ON N9B 3Y6  
CHAIRPERSON: Barbara Holland  
DIRECTOR OF EDUCATION: Paul A. Picard

### FRENCH IMMERSION ADVISORY COMMITTEE

Wednesday, March 26th, 2014 at 6:00 p.m.

CEC – Video Conference Room

**PRESENT:**

Bernie Mastromattei - Trustee  
Emelda Byrne – Superintendent of Education  
Elisa Houston - Consultant  
Geneviève Cano – Principal – St. Mary  
Tish Hedderson – Principal – St. Joseph's Secondary  
Rosemary LoFaso – Principal – St. Anne Secondary  
Michael Cusinato – Principal – Queen of Peace  
Lisa Boudreau – Principal – St. Anne French Immersion

Laura Guglietta – Vice-Principal – Cardinal Carter Secondary  
Maggie Beneteau – Dept. Head, Mod. Lang. – St. T. Villanova  
Brenda Verkoeyen – Parent Rep – St. Anne Secondary  
Michael Bohn – Parent Rep. – St. Joseph's Secondary  
Marie O'Neil – Parent Rep. – St. Mary

**REGRETS:** Jim McMahon, Trustee

Jeremy Schiller – Vice-Principal – St. Thomas of Villanova  
Michael Jraiche – Dept. Head, Mod. Lang. – Cardinal Carter  
Renee Saad – Dept. Head, Mod. Lang. – St. Joseph's Secondary  
Kim Koekstat – Dept. Head, Mod. Lang. – St. Anne Secondary  
Marc Larocque – Parent Rep. – St. Anne French Immersion  
Sue Hewitt – Parent Rep. – St. Thomas of Villanova  
Francine Mastronardi – Parent Rep. – Queen of Peace  
Mike Garganta – Parent Rep. – Cardinal Carter Secondary

**RECORDING:** Elisa Houston, Consultant

### NOTES

**1. Call to Order**

Trustee Mastromattei called the meeting to order at 6:09 p.m.

**2. Opening Prayer** – Elisa Houston

**3. Approval of Agenda**

Motion by Tish Hedderson and seconded by Genevieve Cano that the Agenda be approved.  
*Carried*

**4. Approval of Minutes for January 22nd meeting**

Motion by Brenda Verkoeyen and seconded by Rosemary LoFaso that the Minutes be approved.  
*Carried*

**5. Report from Emelda Byrne**

- Superintendent Byrne reported on the F/I program at Christ the King. For September 2014, CTK's FI program will include JK/SK and grade 1. Enrollment as of March 24<sup>th</sup>, 29 JK/SK's and 15 grade 1's. We will get updates from Principal Nelson as they become available.
- Elementary teacher reps from the three F/I sites are invited to attend our May F/I meeting. This will be similar to our Modern Language Dept. Heads attending as a teacher rep from our F/I secondary sites.
- Our Board was contacted by the Ministry and asked if we would be interested in being involved in a special project: FSL – Improved Proficiency in FSL at the Secondary level. Beginning April 1<sup>st</sup>, Laura Guglietta will be working with Elisa our Modern Language Consultant on this project (CI, CEFR and FSL secondary level, etc.) on a three month term appointment, April 1<sup>st</sup> – June 30th.

**6. Report from Elisa Houston**

- Elisa advised that a sub-committee worked on the French Immersion JK brochure and distributed the draft to FIAC members for input.
- Elisa advised that the iPad mini project in FSL has three stages and will track the language progress of students in our elementary sites.
- The FSL/FI curriculum PD sessions went very well. F/I teachers spent a half-day looking at the document and working with vision, goals and strands. FSL Core teachers came together the previous week. Secondary CEFR PD was held and teachers worked on furthering their knowledge and practice of CEFR inspired lesson plans.

- Ministry Grants awarded to our Board were as follows:
  - a) French Immersion Survey development team has created 2 survey drafts for parents and students gathering information on retention rates and areas of improvements for our F/I program.
  - b) Tutors in the Classroom grant to begin in April/May with 5 Faculty of Ed. Students to work with struggling F/I students in the area of reading and writing
  - c) Career/Civics course is going well at St. Anne, with 25 students and a focus on many DI strategies in the Civics class. Students are very engaged in their learning.
- FSL/OLE plan update: We have been advised from the Ministry that we are on budget/schedule and the Ministry is pleased with our activities to date.

## 7. New Business

### a) Round Table Discussion-School Communication and Events

- **Villanova** - Reported a successful trip to Europe and school personnel are now planning for a Quebec trip. There are 31 students registered for grade 9. Discussion took place regarding the boundary options for Holy Names and Villanova. This is based on the new Christ the King French Immersion site as a feeder school for Holy Names.
- **St. Mary** – Will boast its first graduating class of grade 8's this year. They have 22 registered JKs for next year. Three students participated in the K of C contest and one won \$75. The Friends for Life Program, *Amis pour la vie*, is running in French. A memorial is being planned for a deceased student.
- **Cardinal Carter** – continues to work on their registrations, reporting a similar trend to last year. They reported a successful trip to Europe.
- **Queen of Peace** – There was a short presentation of a student video addressing technology use in the French Immersion classroom. Their current JK numbers are at 12. French week incorporated athletics and literacy this year. A float made by the students was used in the school parade.
- **St. Anne High School** –The numbers for grade 9 are at 11. Steve Richardson will be acting Department Head while Kim Koekstat is on maternity leave. 68 students are attending the trip to Europe. A TLLP grant for \$64,000 was awarded to staff at the school who applied; to develop poetry initiatives which will involves both English and French Immersion students.
- **St. Joseph's** – The F/I numbers are as follows: gr. 9 – 31, gr. 10 – 31, gr. 11 – 29 and gr. 12 – 25. Two F/I students are chairing the Youth Troop committee, with the purpose of bringing cancer awareness to the community. The French Immersion students are hard at work with daffodil pin sales. The school was awarded a \$1000 Speak-up grant to create a crêpe carousel for future fundraisers as well as a \$20,000 physical activities grant for her project BEAM (breath easy & mindful). Twenty students are attending the April 17 – 26 trip to Europe.
- **St. Anne French Immersion** has 45 registered in JK. The St. Joseph's French Immersion students helped with the successful Open House. Construction teacher Corey McAiney will be busy working on constructing a gazebo play structure in the yard and the community is excited about that.

Trustee Mastromattei expressed excitement regarding the decision of the new French Immersion site; Christ the King School as well as healthy numbers. Trustees will be busy attending ARC meetings in April with final reports coming to the Board on May 27<sup>th</sup>. He also reported that the capital debt is down.

In order to celebrate our final meeting, each school site is asked to bring in one school artifact to the May 15<sup>th</sup> meeting.

b) The next meeting will take place May 15th, 2014 at 6:00 p.m. at the CEC.

## 8. Closing prayer and adjournment at 7:18 p.m.



1325 California Avenue  
Windsor, ON N9B 3Y6  
CHAIRPERSON: Barbara Holland  
DIRECTOR OF EDUCATION: Paul A. Picard

**Meeting Date:**  
June 23, 2014

## BOARD REPORT

**Public**  **In-Camera**   
**PRESENTED FOR:** Information  Approval   
**PRESENTED BY:** Senior Administration  
**SUBMITTED BY:** Paul Picard, Director of Education  
 Cathy Geml, Associate Director of Education  
**SUBJECT:** **CHILD CARE ADVISORY COMMITTEE ANNUAL REPORT**  
**RECOMMENDATION:**

**That the Child Care Advisory Committee Annual Report be received as information.**

### SYNOPSIS:

This report is being presented on behalf of the members of the Child Care Advisory Committee detailing the activities of the Child Care Committee during the 2013-2014 school year. This report provides a brief summary of the 2013-2014 committee activities.

### BACKGROUND:

In March 2007, the Child Care Advisory Committee was established in accordance with Article 7.1 of Policy A:21 Child Care. The Child Care Advisory Committee includes:

- Jim McMahon, Trustee
- Kelly Rilley, Principal
- Carl Bull, Principal
- Jackie O'Bright, Vice-Principal
- Fran Hall, Vice-Principal
- Maggie Dorion, Vice-Principal
- Kelly Vandenburghe, Parent
- Laura Rubino, Parent
- Meagan Adams, Liason to Facility Services
- Sharon O'Hagan-Wong, Superintendent of Education

The Child Care Advisory Committee reconvened during the 2013-2014 school year to discuss issues surrounding the provision of childcare in the Board's facilities and formulating recommendations to the Child Care policy and procedures, which govern these sites. In the spring of 2014, a recruitment strategy was undertaken to expand the parent and

principal representation on the Child Care Advisory Committee. As a result, Kelly Vandenburghe and Laura Rubino joined the committee as Parent Representative and Carl Bull, Jackie O'Bright, Fran Hall and Maggie Dorion joined the committee to represent Vice-Principals and Principals.

The Child Care Committee met on the following dates:

- March 19, 2014
- April 2, 2014
- May 14, 2014
- Final Meeting Scheduled for June 25, 2014

#### **BACKGROUND COMMENTS:**

Throughout the course of the year, the Child Care Advisory Committee has formulated recommendations to the Board regarding the provision of Child Care Programs in Catholic schools throughout Windsor and Essex County. A network of local school boards has been formed and is currently formulating recommended revisions to the existing lease agreements. These recommendations will be presented to the committee in the future for input. The CCAC also informed the process by which surveys are circulated and information is gathered from parents indicating the need to establish additional "Before and After School" Child Care Programs in elementary schools throughout the Board's service area. The committee recommended that a Request For Proposal be considered to establish a Before and After School Program at L.A. Desmarais for September 2014. The CCAC also engaged in dialogue to ensure that early learning and child care in the WECDSD is focused on quality learning opportunities for children, while reducing barriers and transitions for young children and their families in alignment with the Ministry's Early Learning vision.

#### **FINANCIAL IMPACT:**

Not applicable

#### **TIMELINES:**

The Child Care Advisory Committee will reconvene in September 2014.

#### **APPENDICES:**

- Minutes - CCAC Minutes – March 2014
- Minutes - CCAC Minutes – April 2014
- Minutes - CCAC Minutes – May 2014

#### **REPORT REVIEWED BY:**

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL:	Review Date:	June 17, 2014
<input checked="" type="checkbox"/>	EXECUTIVE SUPERINTENDENT:	Approval Date:	June 17, 2014
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	June 17, 2014



**CHILD CARE ADVISORY COMMITTEE MEETING NOTES****Wednesday, March 19, 2014 – 6:00pm at St. Louis Catholic Elementary School**

**Present:** Kelly Rilley, Maggie Dorion, Kelly Vandenburghe, Jackie O’Bright, Sharon O’Hagan Wong

**Regrets:** Trustee Jim McMahon, Laura Rubino, Fran Hall

Sharon led those present in an opening prayer and welcomed our new committee members. The committee began the meeting with a site tour of the new daycare which has been established at St. Louis. “Audrey’s Playhouse” was relocated to St. Louis through the Schools First initiative and is currently offering infant, toddler and preschool care as well as a Before and After School Program. Committee members were introduced to the supervisor of the program and were able to ask questions.

In order to provide background information to our new members, Kelly and Sharon spent the remainder of the meeting sharing information about the role of the Child Care Advisory Committee. Sharon provided the following updates to the Committee Members:

**Early Years in the WECSB****Full Day Kindergarten**

Kindergarten registration has been taking place in February 2014

Full Day Kindergarten programs are currently offered in 75% of our elementary schools

In September 2014 all elementary schools will offer FDK in

Currently Capital Projects are being tendered for Full Day Kindergarten space in Phase Five schools.

**Schools First Initiative**

Child care providers in full day learning sites are being given the opportunity to reprofile through the Schools First Initiative.

Schools First Template listing projects for 2013-2014 has been submitted to the Ministry which includes re-profile projects at St. Gabriel, St. Pius and Holy Cross. The three providers involved in the re-profile projects will offer programs for preschoolers with a small number of toddlers in September 2014.

**Extended Day**

Survey Results – LA Desmarais, Queen of Peace from indicate that there may be enough interest in these two school communities to circulate an RFP in an attempt to establish a before and after school child care program. The Request for Proposal process was discussed with the committee members.

Child Care provider meeting are held three to four times of the year

Families continue to register on the board web site if they have an interested in establishing a before and after school child care program.

### **Ontario Early Years Centers**

The vision and mandate of Ontario Early Years Centres was discussed with those present. We currently house six centres in schools throughout the Windsor-Essex Catholic District School Board.

We envision the establishment of a community hub at Sacred Heart and Holy Name which would expand the services and outreach to those communities. Both sites Sacred Heart currently offer a speech & language programs to children 0-4 and parenting classes. Both schools have also offered parenting classes through Triple P in the evening for their families.

**Next Meeting: Wednesday, April 2, 2014 at CEC at 6:30pm**

## **CHILD CARE ADVISORY COMMITTEE MEETING NOTES APRIL 2, 2014 – 6:30pm at the CEC**

Present: Kelly Rille, Carl Bull, Maggie Dorion, Kelly Vandenburghe, Jackie O’Bright, Sharon O’Hagan Wong

Regrets: Trustee Jim McMahon, Laura Rubino, Fran Hall

Sharon led those present in an opening prayer and welcomed our new committee members.

Review of the topics covered at our last CCAC Committee meeting which took place at St. Louis on Wednesday, March 19, 2014.

Sharon provided the following update to the Committee

### **Early Years in the WECDSB**

#### **Full Day Kindergarten**

Kindergarten registration has been taking place in February 2014

Full Day Kindergarten programs are currently offered in 75% of our elementary schools

All elementary schools will offer FDK in September 2014

Capital Projects for Full Day Kindergarten space in Phase Five schools currently taking place

#### **Schools First Initiative**

If there are open spaces in schools with full day learning programs, the board will look at the possibility of using the available open spaces at other schools.

Child care providers in full day learning sites are being given the opportunity to reprofile.

Schools First Template has been submitted to the Ministry which includes reprofile projects at St. Gabriel, St. Pius and Holy Cross. We had wanted to relocate a Child Care to St. John the Baptist and St. Anthony however financial concern regarding installing a commercial was raised by the CMSM. It was also noted that there is a number of ‘for profit’ child care programs in the Lakeshore area. Sharon will investigate the feasibility of catering in the county in order to determine whether these projects could be included in the Schools First Projects in the future.

#### **Extended Day**

Survey Results indicate that there may be enough interest at L.A Desmarais and Queen of Peace to investigate the feasibility of establishing a Before and After School Program. Sharon has been working with parents and principals from both L.A. Desmarais and Queen of Peace to ensure that parents fill out surveys and return them to the school. It has been noted that a free after school program is currently taking place at Queen of Peace. It was determined that

this program currently offers support to 30 children. Funding has been approved to expand this program to offer support to 45 children in September 2014. If we establish a Before and After School program we can not continue to offer this free after school strategy for these children.

Third Party Agreement revisions were discussed. Child Care provider meeting are held three to four times of the year. RFP process reviewed.

Families continue to register on the board web site if they have an interest in childcare.

### **Ontario Early Years Centers**

Establishment of a community hub at Sacred Heart and Holy Name.

Sacred Heart & Holy Names in Essex offer a speech & language program. This will help in establishment of a community hub.

Next Meeting: Wednesday, May 14, 2014 at CEC at 6:30pm

## **CHILD CARE ADVISORY COMMITTEE MEETING NOTES MAY 14, 2014 – 6:30pm at the CEC**

**Present:** Kelly Rilley, Carl Bull, Maggie Dorion, Kelly Vandenburghe, Jackie O’Bright, Sharon O’Hagan Wong

**Regrets:** Trustee Jim McMahon, Laura Rubino, Fran Hall

Sharon led those present in an opening prayer and welcomed our new committee members. Meeting notes from our last CCAC Committee meeting which took place at the Catholic Education Centre on April 2, 2014 were reviewed.

Sharon provided the following update to the Committee

### **Full Day Kindergarten**

- **Capital Projects underway for Phase Five and ICS**
- **September 2014 – Board Wide FDK**
- **Resources and Materials Inventory completed**
- **Professional Learning Series – Conference June 7, 2014 at St. Clair**

### **Extended Day – Third Party Providers**

- **New Programs - LA Desmarais, Queen of Peace**
- **Template for Projected Enrollment – Submitted to Ministry**

Surveys from Queen of Peace and follow up phone calls indicated that only a few parents expressed an interest in a before and after school program. The committee suggested that we do not proceed with an RFP for this site jeopardizing the free after-school strategy currently offered by ACCESS to the students of Queen of Peace. Twenty-seven families with forty two children have expressed an interest in enrolling in a before and after school program at H.J. Lassaline. The committee recommends that the Board circulate an RFP for the establishment of a program in September 2014.

### **Schools First Ministry Initiative**

#### **School Based Child Care Programs – EL4 Schools First**

- **Current Re-profiles – Holy Cross, St. Pius, St. Gabriel**

Target – 336 Spaces – 75% - 252 Spaces

Allocation - \$2,028,600.00

YEAR ONE – 98 Spaces

YEAR TWO – 55 Spaces - St. Gabriel, Holy Cross, St. Pius

**Still need 99 Spaces to meet 75%**

### **Prospective Schools First Projects at St. John the Baptist and St. Anthony 2014-2015**

Information was shared with committee members regarding the benefit to the School Board when a Child Care Centre is established in a school. The space dedicated to the Day Care is counted toward the “utilization” in the school which is reflected on the Facility Services Index submitted to the Ministry. The Principals and Vice-Principals presented indicated an interest in gaining access to the utilization rates for their school to ensure that accuracy of the utilization rates in their schools. Sharon will follow up with F.S. to discuss.

- Collaborative Child Care Committee- As part of the Schools First Initiative a network of local school boards has formed. One of the issues identified is the need to develop a quality assurance tool in order to monitor a school based child care programs compliance with the “Extended Day Program” and the early years philosophy emerging as a result of the Full Day Kindergarten implementation. The committee affirmed the importance of such a procedure and expressed an interest in participating in the development of the tool.

### **Ontario Early Years Centres – 6**

- “Curious About Kindergarten” Parent Information Sessions took place in February 2014 in eight OEYs throughout our community
- Post-Partum Series will be launched at Sacred Heart in June

### **Best Start – WE Child and Youth Planning Committee**

- At the present time there is an emphasis on the establishment of Community Hubs
- The second annual “Calling All Two and Three Year Olds” Community Screenings took place in March 2014. The screenings were held at Building Blocks for Better Babies and Mill St. Public School in Leamington and Water World and H.J. Lassaline Catholic School in Windsor.

**New Business:** Discussion regarding Health and Safety in schools took place. Sharon shared with the group that the development of outdoor play space and learning opportunities will be investigated through a collaboration with St. Clair College in the Fall. A meeting has been scheduled with our Health and Safety Coordinator in order to explore this opportunity and ensure installation of equipment and materials present limited risks and safety concerns for young children.

**Next Meeting: Wednesday, June 25, 2014 at 6:30pm**



1325 California Avenue  
Windsor, ON N9B 3Y6  
CHAIRPERSON: Barbara Holland  
DIRECTOR OF EDUCATION: Paul A. Picard

**Meeting Date:**  
June 23, 2014

## BOARD REPORT

**Public**  **In-Camera**   
**PRESENTED FOR:** Information  Approval   
**PRESENTED BY:** Senior Administration  
**SUBMITTED BY:** Paul A. Picard, Director of Education  
**SUBJECT:** **PARENT INVOLVEMENT COMMITTEE  
- ANNUAL REPORT ON ACTIVITIES 2013-2014**

### RECOMMENDATION:

**That the Board receive the annual report on the activities of the Parent Involvement Committee as information.**

### SYNOPSIS:

This report is intended to provide an update to the Windsor-Essex Catholic District School Board of Trustees on the activities of the Parent Involvement Committee (PIC) as per Article 15.2 of the Terms of Reference.

### BACKGROUND COMMENTS:

As per Article 15.2 and 15.3 of the Terms of Reference, PIC shall annually, following its May meeting, submit a written summary of the committee's activities to the Chair of the Board and to the Director of Education. The Director of Education shall provide the summary of activities to School Councils and post the summary of activities on the Board's website.

### FINANCIAL IMPACT:

An audited analysis to be made available at year end.

### TIMELINES:

- N/A

### APPENDICES:

- Appendix A: Annual Report on Activities for 2013-2014

### REPORT REVIEWED BY:

<input type="checkbox"/>	EXECUTIVE COUNCIL:	Review Date:	--
<input checked="" type="checkbox"/>	EXECUTIVE SUPERINTENDENT:	Approval Date:	June 18, 2014
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	June 18, 2014

## APPENDIX A



## PARENT INVOLVEMENT COMMITTEE (PIC) ANNUAL REPORT ON ACTIVITIES FOR 2013-2014



One of our great successes this year was our post-secondary night. Heather McAuley was able to get representatives from not only University of Windsor and St. Clair College, but Ontario Youth Apprenticeship Program as well. Many parents walked away with a better understanding of what the road ahead looks like for their children as they leave our board.

As has been the trend for the past number of years, PIC has focused on writing excellent grants and spending the bulk of our funds from those resources, as opposed to spending funds allocated for parent involvement from the Ministry of Education. The excellent grants are due entirely to the efforts of Shelley Bolger, and a small group of others who advised her. A detailed account of our grant spending is listed elsewhere. As a result, our ministry-allocated funds have grown considerably, now topping approximately \$12000 going into the 2014-2015 school year. In this year, as is previous years our main expenditure has been the Catholic School Council Commissioning Ceremony and mass, with very little funds expended on anything else. Next year, our goal will be to use more of those funds available. Our first real budget is approved by PIC and will be submitted to the Board for approval at the June 23, 2014 meeting.

Regional Grant – As part of our Navigating the Path PRO Grant series, on Saturday, April 12, 2014, our committee hosted an all day event for Parents at Torino's in Tecumseh. Guest speakers included Brett Ullman, who spoke on Media, Faith and Culture among many others. Although sparsely attended, the feedback from this event was nothing short of spectacular. Special thanks to Anita Carlini for spearheading this endeavour and making it the success it was. Also organized by Anita was a Media Safety night for parents to gain understanding of the challenges and opportunities presented by new technologies and specifically social networking. Remaining funds were spent on video resources for parents and some increased capability on our PIC website, which has been neglected. Something we definitely intend to correct over the coming year

Although not directly related to PIC, several of our members, including myself were part of the 3 Accommodations Review Committees around the city. Although time consuming, they were an illuminating view into the processes required to make the board as efficient as possible. I can speak for all the members involved in saying we are moving forward with all the positivity and goodwill we are able to make the transitions as easy for parents as we are able.

Our two Parent Network evenings were enlightening. Thanks to Heather McAuley for taking the lead on organizing these events. As always, great information was shared and many walked away with new ideas to bring back to their respective schools. We continue to strive for better attendance and create interest among parent volunteers. This will be accomplished once we do



a better job of letting everyone know who we are and what we do. There are plans in the works for next year to improve communications.

We look forward in the 2014-2015 school year to spreading the word about Parent Involvement to as many parents in the board who'll listen. This we hope will swell our ranks on the committee itself, but provide us the means to fulfill our mandate of advising the board on important issues to parents, supporting Catholic School Councils and helping parents navigate their children's educational journey.

Jason Lazarus  
Chair, WECDSB Parent Involvement Committee



1325 California Avenue  
Windsor, ON N9B 3Y6  
CHAIRPERSON: Barbara Holland  
DIRECTOR OF EDUCATION: Paul Picard

**Meeting Date:**  
June 23, 2014

## BOARD REPORT

**Public**  **In-Camera**   
**PRESENTED FOR:** Information  Approval   
**PRESENTED BY:** Senior Administration  
**SUBMITTED BY:** Paul Picard, Director of Education  
 Jamie Bumbacco, Executive Superintendent of Human Resources  
**SUBJECT:** **JOINT HEALTH AND SAFETY COMMITTEE (JHSC)  
 2014 ANNUAL REPORT**

### RECOMMENDATION:

**That the Board receive the Joint Health and Safety Committee (JHSC)  
 2014 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 Ontario 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 alternate chairing these meetings.

Worker members of the committee are comprised of the following:

- two representatives from CUPE
- two representatives from UNIFOR
- 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:

- one representative from Human Resources
- three representatives from the Principal Association
- one representative from the Administrative Assistants Group
- two representatives 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 2013/2014 school year, the Board and the committee worked to improve health and safety in the following areas:

- providing annual training of workplace site safety representatives;
- reviewed and provided enhancements to the Board's WHMIS program;
- assisted in the training for the new evac chairs that were purchased for several schools in our system;
- worked in the implementation of a staff First Class folder that hosts various documents related to staff health and safety;
- assisted in the application of the Board's Key Plan, which is now standard on all elementary schools;
- assisted in the implantation of a training program that was delivered board wide to all Technology teachers;
- assisted in the development of a procedure for the safe use of ladders;
- assisted in development of a mandatory health and safety program for all staff that sets out the legislated health and safety duties and responsibilities of all workplace parties.

**FINANCIAL IMPACT:**

N/A

**TIMELINES:**

The next Annual Report will be submitted in June 2015.

**APPENDICES:**

- None.

**REPORT REVIEWED BY:**

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL:	Review Date:	June 17, 2014
<input checked="" type="checkbox"/>	EXECUTIVE SUPERINTENDENT:	Approval Date:	June 17, 2014
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	June 17, 2014



1325 California Avenue  
Windsor, ON N9B 3Y6  
CHAIRPERSON: Fred Alexander  
DIRECTOR OF EDUCATION: Paul A. Picard

**Meeting Date:**  
June 23, 2014

## BOARD REPORT

**Public**  **In-Camera**

**PRESENTED FOR:** Information  Approval

**PRESENTED BY:** Senior Administration

**SUBMITTED BY:** Paul A. Picard, Director of Education  
Cathy Geml, Associate Director of Education

**SUBJECT:** **APPOINTMENT OF SHELLEY LAVOIE, REPRESENTATIVE,  
LEARNING DISABILITIES ASSOCIATION WINDSOR-ESSEX TO  
THE SPECIAL EDUCATION ADVISORY COMMITTEE (SEAC)**

### RECOMMENDATION:

**That the Board approve the appointment of Shelley Lavoie, representative, Learning Disabilities Association of Windsor-Essex to the Special Education Advisory Committee (SEAC) for the balance of the four-year term, December 1, 2010 to November 30, 2014.**

### SYNOPSIS:

The Learning Disabilities Association of Windsor-Essex has notified the Board that they have nominated Shelley Lavoie to serve as the Learning Disabilities Association of Windsor-Essex's representative on the Board's Special Education Advisory Committee (Appendix "A"). The Board of Trustees approves appointments to the Committee.

### BACKGROUND COMMENTS:

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

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

Shelley Lavoie meets the required conditions for this appointment.

### FINANCIAL IMPACT:

No financial implications.

**TIMELINES:**

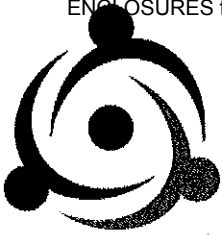
SEAC members are appointed by the school board for the same term of office as the elected members of the Board. Therefore, Ms. Lavoie's appointment will be effective immediately upon Board approval for the balance of the current four-year term which ends November 30, 2014.

**APPENDICES:**

- Appendix A: Letter from Learning Disabilities Association of Windsor-Essex (Idawe) dated June 5, 2014.
- Appendix B: Ontario Regulation 464/97 Special Education Advisory Committees.

**REPORT REVIEWED BY:**

<input type="checkbox"/>	EXECUTIVE COUNCIL:	Review Date: --
<input checked="" type="checkbox"/>	EXECUTIVE SUPERINTENDENT:	Approval Date: June 18, 2014
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date: June 18, 2014



# Idawe • Learning Disabilities Association of Windsor-Essex County

[www.idawe.ca](http://www.idawe.ca) | *The right to learn, the power to achieve*

June 5, 2014

Windsor Essex Catholic District School Board  
1325 California Avenue  
Windsor, ON N9B 3Y6  
Attention: Cathy Geml  
Associate Director of Education

Dear Ms. Geml,

The Learning Disabilities Association of Windsor-Essex County Board of Directors passed the following motion on June 4, 2014:

Motion: That Shelley Lavoie be appointed to the Windsor Essex Catholic District School Board's Special Education Advisory Committee as the Representative for the Learning Disabilities Association of Ontario-Windsor Essex.

If you require any additional information, please contact me at (519) 252-7889 ext. 102.

Sincerely,

Bev Clarke  
Executive Director

BC/mg.



[Français](#)

## Education Act

### ONTARIO REGULATION 464/97

#### SPECIAL EDUCATION ADVISORY COMMITTEES

**Consolidation Period:** From January 1, 1998 to the [e-Laws currency date](#).

No amendments.

*This is the English version of a bilingual regulation.*

**1.** In this Regulation,

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

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

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

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

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

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

(a) three; and

(b) 25 per cent of the total number of members of the board, rounded down to the nearest whole number.

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

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

(a) two representatives from the local associations that operate locally within the area of jurisdiction of the board, as nominated by the local associations and appointed by the board;

(b) one alternate for each representative appointed under clause (a), as nominated by the local associations and appointed by the board;

(c) one member from among the board's own members, as appointed by the board;

(d) one alternate, as appointed by the board from among its own members, for the member appointed under clause (c); and

(e) one or two persons to represent the interests of Indian pupils, as provided by section 4.

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

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

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

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

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

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

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

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



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

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

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

(a) is convicted of an indictable offence;

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

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

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

(a) is convicted of an indictable offence;

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

(a) the role of the committee and of the board in relation to special education; and

(b) Ministry and board policies relating to special education. O. Reg. 464/97, s. 10.

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

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

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

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

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

**13.** Omitted (provides for coming into force of provisions of this Regulation). O. Reg. 464/97, s. 13.

[Français](#)



1325 California Avenue  
Windsor, ON N9B 3Y6  
CHAIRPERSON: Barbara Holland  
DIRECTOR OF EDUCATION: Paul A. Picard

**Meeting Date:**  
June 23, 2014

## BOARD REPORT

**Public**  **In-Camera**   
**PRESENTED FOR:** Information  Approval   
**PRESENTED BY:** Senior Administration  
**SUBMITTED BY:** Paul A. Picard, Director of Education  
 Cathy Geml, Associate Director of Education  
**SUBJECT:** **SPECIAL EDUCATION PLAN AMENDMENTS 2014**

### RECOMMENDATION:

**That the Board approve the amendments to the Special Education Plan 2014; and,**

**That the amendments be submitted to the Ministry of Education.**

### SYNOPSIS:

The Ministry of Education mandates that each school board develop and maintain a Special Education Plan, which is to be reviewed annually. Both the Special Education Advisory Committee (SEAC) and the Board are mandated to approve the amendments to the plan each year.

### BACKGROUND COMMENTS:

In accordance with Regulation 306 under the Education Act, the Ministry of Education requires that school boards develop and maintain a Special Education Plan. Each board is required to review annually and amend its Plan to meet the current needs of its students.

### FINANCIAL IMPACT:

N/A

### COMMENTS:

Pending approval of the 2014 Special Education Plan amendments by the Special Education Advisory Committee, Trustee approval is requested.

### TIMELINES:

July 31, 2014

**APPENDICES:**

- Upon receiving SEAC approval, the Windsor-Essex Catholic District School Board's Special Education Plan Amendments 2014 will be posted to the Board's website at the following link on Friday, June 20, 2014 after 3:00 pm.  
<http://www.wecdsb.on.ca/pdf/lsst/SpecEdPlanAmend2014.pdf>.

**REPORT REVIEWED BY:**

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL:	Review Date: --
<input checked="" type="checkbox"/>	EXECUTIVE SUPERINTENDENT:	Approval Date: June 18, 2014
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date: June 18, 2014



1325 California Avenue  
Windsor, ON N9B 3Y6  
CHAIRPERSON: Barbara Holland  
DIRECTOR OF EDUCATION: Paul A. Picard

**Meeting Date:**  
June 23, 2014

## BOARD REPORT

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

**PRESENTED BY:**      Senior Administration

**SUBMITTED BY:**      Paul A. Picard, Director of Education  
                                  Cathy Geml, Associate Director  
                                  Mario Iatonna, Executive Superintendent of Corporate Services

**SUBJECT:**              **REQUEST FOR PROPOSAL (RFP) – BEFORE AND AFTER  
                                  SCHOOL CHILD CARE PROGRAM –L.A. DESMARAIS CATHOLIC  
                                  ELEMENTARY SCHOOL.**

### RECOMMENDATION:

**That approval be given to enter into a three (3) year Before and After School Child Care license agreement with Delta Chi Beta Early Childhood Centres for L.A. Desmarais Catholic Elementary School commencing September 2014.**

### SYNOPSIS:

This report is submitted to the Board with the results of the Request for Proposal (RFP) and a recommendation to enter into a license agreement with Delta Chi Beta Early Childhood Centres to establish a Before and After School Program at L.A. Desmarais in September of 2014.

### BACKGROUND COMMENTS:

The Child Care Advisory Committee identified an interest in establishing Before and After School Child Care Programs at L.A. Desmarais and Queen of Peace Catholic Elementary Schools. There is a process that is undertaken each year in school communities to determine interest in Before and After School Child Care which includes:

- Completing an electronic form posted on the Board's website where parents indicate their interest in Before and After School Child Care Programs.
- Principals circulate paper surveys to their school communities in order to identify interest in Before and After School Child Care Programs.
- Information provided to new families through the Kindergarten Registration and parent information sessions.

Through this process there was an identified interest in a Before and After School Child Care Program at L.A. Desmarais. Surveys distributed at Queen of Peace indicated that only a small number of parents would use a Before and After School Child Care Program at that location. Instead a free after-school recreation program will be offered at Queen of Peace in the Fall for 45 children in Grade One – Grade Six. Transportation to the Before and After School Child Care Program at St. Louis will be available to students at Queen of Peace.

An RFP was issued with a total of three (3) responses were received from Delta Chi Beta, YMCA and The Toybox. An Evaluation Committee involving Sharon O'Hagan-Wong and Rick Oliver evaluated the proposals.

The evaluation was conducted in a two (2) stage process. Stage One consisted of the evaluation of the written proposals. Stage Two consisted of the presentations, which at the option of the Board were not conducted.

Evaluation of the proposals and presentations were based on the following weighted criteria:

Stage One:	Written Submission	75%
Stage Two:	Presentations	25%

Since Stage Two was not conducted, the scoring at Stage One became the total score out of 100.

A summary of the scores for each organization is provided below, noting that a maximum score is 100.

<b>Name of Organization</b>	<b>Score</b>
Delta Chi Beta Early Childhood Centre 1385 Ouellette Avenue Windsor, ON N8X 1J6	<b><u>87.00</u></b>
YMCA 500 Victoria Ave Windsor, ON N9A 4M8	<b><u>83.50</u></b>
The Toybox 2250 McDougall Ave Windsor, ON N8X 3P1	<b><u>80.50</u></b>

After reviewing the proposals, evaluating the fee structure and calculating the scores, the Evaluation Committee is recommending entering into a license agreement with Delta Chi Beta for Before and After School Child Care at L.A. Desmarais Catholic Elementary School.

The term of the agreement will be for a period of three (3) years, beginning September 1, 2014 and ending August 31, 2017 with the option of extending the term for up to two (2) additional one (1) year terms if mutually acceptable to both parties.

#### **FINANCIAL IMPLICATIONS:**

Based on the fee schedules from Delta Chi Beta Early Childhood Centre the following is a schedule of the organization's fees to be charged to the parents.

<b>Program</b>	<b>Delta Chi Beta Early Childhood Centre</b>
Before School	\$5.00 per day
After School	\$8.00 per day
Before and After School	\$13.00 per day
Full Day – Board PA Day	\$29.00 per day
Full Week – Christmas Break, March Break, Summer Break	\$145.00 per week
Percentage discount if more than one child per family is enrolled in the Program	5%
Registration Fee	\$50.00 per child

**TIMELINES:**

Upon approval of the Board, the successful proponent will be notified and a license agreement will be executed. The Before and After School Child Care Program at L. A. Desmarais is to be operating effective September 2, 2014.

**APPENDICES:**

N/A

**REPORT REVIEWED BY:**

<input checked="" type="checkbox"/> EXECUTIVE COUNCIL:	Review Date: June 17, 2014
<input checked="" type="checkbox"/> EXECUTIVE SUPERINTENDENT:	Approval Date: June 18, 2014
<input checked="" type="checkbox"/> DIRECTOR OF EDUCATION:	Approval Date: June 18, 2014



1325 California Avenue  
Windsor, ON N9B 3Y6  
CHAIRPERSON: Barbara Holland  
DIRECTOR OF EDUCATION: Paul A. Picard

**HANDOUT  
BOARD REPORT**

<b>Meeting Date:</b> June 23, 2014
---------------------------------------

**Public**       **In-Camera**   
**PRESENTED FOR:**    Information       Approval   
**PRESENTED BY:**      Senior Administration  
**SUBMITTED BY:**     Paul A. Picard, Director of Education  
                                  Mario Iatonna, Executive Superintendent of Corporate Services  
**SUBJECT:**            **TENDER APPROVAL – ROOF REPLACEMENTS**  
**RECOMMENDATION:**

**That approval be given to the award of tender and the issuance of multiple purchase order contracts for Roof Replacements at St. Bernard (Amherstburg) Catholic Elementary School, Queen of Peace Catholic Elementary School, St. Angela Catholic Elementary School, St. Louis Catholic Elementary School, F. J Brennan Catholic Secondary School, and Holy Names Catholic Secondary School to Kingsville Roofing Rauth Roofing, Horizon Roofing, Gillett Roofing at the total combined submitted bid amount of \$996,063 plus applicable taxes to be funded from the 2013-14 School Condition Improvement accounts 039-71-580839-6-000, 040-71-580830-6-000, 041-71-580835-6-000, 042-71-580853-6-000, 043-71-580801-6-000 and 044-71-580804-6-000.**

**SYNOPSIS:**

This report is submitted to the Board with the results of the tender for roof replacements at various locations and a recommendation for the issuance of multiple purchase order contracts.

**BACKGROUND COMMENTS:**

At its meeting of June 17, 2013, the Board approved a budget of \$1,701,175 for the School Condition Improvement program for the 2013-14 fiscal year. The School Condition Improvement budget has typically been the funding source for roof replacements, among other capital projects.

At the time of budget development, a listing of projects projected to be funded from this allocation was presented to the Board. Subsequent to that date, Administration has determined that a revised list of projects, including those noted in this report, are required to be completed.



Sufficient funds are available in the 2013-14 School Condition Improvement budget for roof replacement projects at St. Bernard Catholic Elementary School, Queen of Peace Catholic Elementary School, St. Angela Catholic Elementary School, St. Louis Catholic Elementary School, F. J. Brennan Catholic Secondary School and Holy Names Catholic Secondary School. A tender was called accordingly for the roof replacements for the above named schools.

A tender opening was held at the Catholic Education Centre on June 18, 2014 with Mario Iatonna, Rick Oliver, Gary McKenzie, Maxine Chretien, Debbie Maurice, Shawn Sinnot (Tremco - Roofing Division) and representatives from the four (4) bidding companies in attendance. No other individuals attended the opening.

A total of four (4) bids were received. These bids are summarized in Appendix 1 – Tender Results, attached to this report. The bid submissions were reviewed and were found to be in order. The low bidders meeting specifications for each of the projects are as follows:

<b>Bidding Company</b>	<b>Project &amp; Bid Amount (excluding taxes)</b>
Kingsville Roofing Ltd. 12 County Road 27 W Cottam, ON N0R 1B0	Brennan, St. Louis <b>\$369,280</b>
Rauth Roofing Ltd. 7830 McHugh Street Windsor, ON N8S 2B8	St. Bernard <b>\$87,900</b>
Gillett Roofing Inc. 1916 Settrington Dr RR 2 Kingsville, ON N9Y 2E5	Queen of Peace <b>\$147,583</b>
Horizon Roofing Ltd. 3735 County Rd 42 Windsor, ON N9A 6J3	Holy Names, St. Angela <b>\$391,300</b>
<b>Total:</b>	<b>\$996,063</b>

#### **FINANCIAL IMPACT:**

The 2013-14 School Condition Improvement budget of \$1,701,175 was approved by the Board on June 17, 2013 containing sufficient funds for the St. Bernard Catholic Elementary School, Queen of Peace Catholic Elementary School, St. Angela Catholic Elementary School, St. Louis Catholic Elementary School, F. J. Brennan Catholic Secondary School and Holy Names Catholic Secondary School roofing projects. The costs for these locations will be charged to 2013-14 School Condition Improvement accounts 039-71-580839-6-000, 040-71-580830-6-000, 041-71-580835-6-000, 042-71-580853-6-000, 043-71-580801-6-000 and 044-71-580804-6-000.

#### **TIMELINES:**

As stated on the form of tender, the bidding companies agree to complete the work by August 25, 2014 with a commencement date of June 30, 2014.

#### **APPENDICES:**

- Appendix 1 - Tender Results.

#### **REPORT REVIEWED BY:**

<input checked="" type="checkbox"/> EXECUTIVE COUNCIL	Review Date: --
<input checked="" type="checkbox"/> EXECUTIVE SUPERINTENDENT	Approval Date: June 20, 2014
<input checked="" type="checkbox"/> DIRECTOR OF EDUCATION:	Approval Date: June 20, 2014

**Windsor-Essex Catholic District School Board  
Appendix 1 - Tender Results**

**Project:** Tender #602: Roof Replacements  
St. Bernard, Queen of Peace, St. Angela, St. Louis, F.  
J. Brennan Secondary, Holy Names Secondary

	St. Bernard Catholic Elementary School (excluding HST)	Queen of Peace Catholic Elementary School (excluding HST)	Queen of Peace Catholic Elementary School (Separate Price) (excluding HST)	St. Angela Catholic Elementary School (excluding HST)	St. Louis Catholic Elementary School (excluding HST)	F. J. Brennan Catholic Secondary School (excluding HST)	Holy Names Catholic Secondary School (excluding HST)
<b>Kingsville Roofing</b>	\$96,450.00	\$157,430.00	\$2,190.00	\$103,450.00	<b>\$31,740.00</b>	<b>\$337,540.00</b>	\$306,450.00
<b>Rauth Roofing Limited</b>	<b>\$87,900.00</b>	\$171,650.00	\$2,250.00	\$99,000.00	\$54,000.00	\$357,500.00	\$325,500.00
<b>Gillett Roofing Inc.</b>	\$111,835.00	<b>\$145,933.00</b>	<b>\$1,650.00</b>	\$96,385.00	\$38,969.00	NO BID	\$340,500.00
<b>Horizon Roofing Ltd.</b>	\$93,500.00	\$162,800.00	\$22,980.00	<b>\$89,400.00</b>	\$36,200.00	\$348,600.00	<b>\$301,900.00</b>



1325 California Avenue  
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CHAIRPERSON: Barbara Holland  
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**HANDOUT  
BOARD REPORT**

<b>Meeting Date:</b> June 23, 2014
---------------------------------------

**Public**  **In-Camera**   
**PRESENTED FOR:** Information  Approval   
**PRESENTED BY:** Senior Administration  
**SUBMITTED BY:** Paul A. Picard, Director of Education  
 Mario Iatonna, Executive Superintendent of Corporate Services  
**SUBJECT:** **TENDER APPROVAL – HVAC UPGRADES AT HOLY NAMES  
CATHOLIC SECONDARY SCHOOL**

**RECOMMENDATION:**

**That approval be given to the award of tender and the issuance of a purchase order contract for HVAC upgrades for the gymnasium at Holy Names Catholic Secondary School to Haller Mechanical Contractors Inc. at the submitted bid amount of \$195,550 plus applicable taxes to be funded from the 2013-14 School Renewal Budget account 045-72-580804-6-000.**

**SYNOPSIS:**

This report is submitted to the Board with the results of the tender for HVAC upgrades for the gymnasium at Holy Names Catholic Secondary School and a recommendation for the issuance of a purchase order contract.

**BACKGROUND COMMENTS:**

At its meeting of June 17, 2013, the Board approved a 2013-14 School Renewal budget of \$2,552,626. This budget contained an unassigned amount of \$306,994 to be allocated to projects which were not specifically identified, at the discretion of departmental management. It was determined that this unassigned amount contained sufficient funds to perform the H.V.A.C. gymnasium upgrades at Holy Names Secondary School, within the 2013-14 School Renewal budget. A tender was called accordingly.

A tender opening was held at the Catholic Education Centre on June 19, 2014 with, Rick Oliver, Chris Strong, Maxine Chretien, and representatives from the four (4) bidding companies in attendance. No other individuals attended the opening.

A total of four (4) bids were received. The results of the bids are as follows:

<b>Bidding Company</b>	<b>Bid Amount (excluding taxes)</b>
Haller Mechanical Contractors Inc. 1537 McDougall Street Windsor, ON N8X 3M9	\$195,550
Fahrhall Mechanical Contractors Inc. 3822 Sandwich Street Windsor, ON N9C 1C1	\$227,000
Lekter Industrial Services 500 Harvard Drive Belle River, ON N0R 1A0	\$259,000

The bid submissions were reviewed and the bids were found to be in order. It is noted that a submission was also made by Bryant Heating and Air Conditioning (3194 Devon Drive, Windsor). However, the submission did not provide for a bid bond as per the tendering instructions, detailed in the Request for Tender Document. As such, the bid was not opened and was not considered.

The lowest bidder meeting specifications was Haller Mechanical Contractors Inc. with a bid amount of \$195,550.00, excluding taxes.

**FINANCIAL IMPACT:**

The \$195,550 low bid will be funded from the \$306,994 unassigned allocation existing in the approved 2013-14 School Renewal budget. The costs for this project will be charged to the 2013-14 School Renewal account 045-72-580804-6-000.

**TIMELINES:**

As stated on the form of tender, the bidding companies agree to complete the work by August 25, 2014 with a commencement date of June 30, 2014.

**REPORT REVIEWED BY:**

<input type="checkbox"/> EXECUTIVE COUNCIL	Review Date: --
<input checked="" type="checkbox"/> EXECUTIVE SUPERINTENDENT	Approval Date: June 20, 2014
<input checked="" type="checkbox"/> DIRECTOR OF EDUCATION:	Approval Date: June 20, 2014



1325 California Avenue  
Windsor, ON N9B 3Y6  
CHAIRPERSON: Barbara Holland  
DIRECTOR OF EDUCATION: Paul A. Picard

**Meeting Date:**  
June 23, 2014

## BOARD REPORT

**Public**  **In-Camera**

**PRESENTED FOR:** Information  Approval

**PRESENTED BY:** Senior Administration

**SUBMITTED BY:** Paul A. Picard, Director of Education  
Mario Iatonna, Executive Superintendent of Corporate Services

**SUBJECT:** **TENDER APPROVAL- FULL DAY KINDERGARTEN PHASE 5  
CONSTRUCTION (ST. GREGORY CATHOLIC ELEMENTARY  
SCHOOL)**

### RECOMMENDATION:

That approval be given for an amendment to the award of tender and issuance of purchase order contract to De Angelis Construction Inc. for the Full Day Kindergarten Phase 5 (St. William, St. Gregory, L.A. Desmarais Catholic Elementary Schools) construction, by substituting St. Pius X for St. Gregory, with no change to the originally submitted bid amount of \$1,878,295.68, plus Separate Price A \$43,769.00, Separate Price B \$33,546.00 and Separate Price C \$5,000.00 for a total purchase order amount of \$1,960,610.68 plus applicable taxes to be charged to accounts 000-74-580864-6-313, 000-74-580859-6-313 and 000-74-580818-6-313.

### SYNOPSIS:

This report provides a recommendation for an amendment to the original tender award for Full Day Kindergarten (FDK) Phase 5 construction as it relates to the recently approved closure of St. Gregory Catholic Elementary School.

### BACKGROUND COMMENTS:

At its meeting held on April 22, 2014, the Board approved the following:

*That approval be given to the award of tender and the issuance of a purchase order contract to De Angelis Construction Inc. for the Full Day Kindergarten Phase 5 (St. William, St. Gregory, L.A. Desmarais Catholic Elementary Schools) at the submitted bid amount of \$1,878,295.68, plus Separate Price A \$43,769.00, Separate Price B \$33,546.00 and Separate Price C \$5,000.00 for a total purchase order amount of \$1,960,610.68 plus applicable taxes to be charged to accounts 000-74-580864-6-313, 000-74-580844-6-313 and 000-74-580818-6-313; and*

*That upon completion of the Tecumseh area Accommodation Review study, administration seek additional approval for the St. Gregory Catholic Elementary School FDK construction.*

At its meeting held on May 27, 2014, the Board approved the following:

*That effective June 30, 2014, St. Gregory Catholic Elementary School shall close, and effective September 2014, students shall transition into a consolidated Catholic school community at St. Pius X; with any short term capacity issues addressed through the temporary use of portables/modular classrooms.*

With the closure of St. Gregory at the end of the current school year, there is no longer the need to proceed with improvements to the school building to accommodate FDK. While there was no previous need for FDK improvements at St. Pius, the consolidation of the St. Gregory and St. Pius communities at the St. Pius site now necessitates improvements at the St. Pius location.

The proposed work at St. Pius would include the retrofitting of four existing classrooms to accommodate the combined student enrolment in FDK. This will include reconfiguration of partition walls between classrooms and the expansion of washrooms that are available to specifically serve these students.

Preliminary cost estimates from the Board's architect indicate that the St. Pius work related to FDK can be completed within the funding originally approved by the Ministry of Education for the proposed work at St. Gregory. The Ministry is being requested to permit the Board to utilize these funds for the improvements at St. Pius.

Since the work at St. Gregory and St. Pius is comparable in scope and in cost, it is being recommended that the original tender award and costs be carried forward, with the substitution of the St. Pius work for the St. Gregory work in the purchase order contract. The contractor, De Angelis Construction Inc., has agreed to this amendment.

#### **FINANCIAL IMPACT:**

The Ministry of Education had previously approved \$2,446,220.00 in capital funding for classroom additions and classroom retrofits at St. William, St. Gregory and L.A. Desmarais Catholic Elementary Schools to support the implementation of Phase 5 FDK. This funding allocation provided by the Ministry of Education includes a provision for architect costs, construction costs, mechanical costs and other costs.

The budget for construction costs and contingency allowance for all of these projects is \$2,041,281.00. The original base bid, including Separate Price A, B and C was \$1,960,610.68 plus taxes. The originally submitted bid amounts by De Angelis construction are within the limits of the individual project construction budget plus contingency.

The Ministry funding approval for the originally proposed work at St. Gregory is \$489,244.00. Contingent upon the approval of the Ministry to reallocate this funding to undertake the St. Pius work, the overall funding and budget amounts for this tender would remain unchanged.

The following table has been reproduced from the original tender award Board report, with the sole change of St. Pius being substituted for St. Gregory.

School	Approved Ministry Funding	Construction Budget	Tender Amount
St. William	\$978,488.00	\$796,261.00	\$741,691.60
St. Pius	\$489,244.00	\$391,699.00	\$282,474.40
L.A. Desmarais	\$978,488.00	\$657,623.00	\$638,629.68
Contingency Allowance		\$195,698.00	\$215,500.00
<b>Total Full-Day Kindergarten Phase 5</b>	<b>\$2,446,220.00</b>	<b>\$2,041,281.00</b>	<b>\$1,878,295.68</b>
Separate Price A			\$43,769.00
Separate Price B			\$33,546.00
Separate Price C			\$5,000.00
<b>Total Separate Price Items</b>			<b>\$82,315.00</b>
<b>Grand Total</b>	<b>\$2,446,220.00</b>	<b>\$2,041,281.00</b>	<b>\$1,960,610.68</b>

The costs are being charged to account numbers 000-74-580864-6-313, 000-74-580859-6-313 and 000-74-580818-6-313.

#### **TIMELINES:**

The work at the St. William and L.A. Desmarais sites is already in process based on the original tender award. The St. Pius work would commence upon both Board and Ministry of Education approval. De Angelis Construction has indicated that, subject to an early summer commencement, the work can be scheduled for completion by the start of the 2014-15 school year.

#### **APPENDICES:**

N/A

#### **REPORT REVIEWED BY:**

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL:	Review Date:	June 17, 2014
<input checked="" type="checkbox"/>	EXECUTIVE SUPERINTENDENT:	Approval Date:	June 17, 2014
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	June 17, 2014



1325 California Avenue  
Windsor, ON N9B 3Y6  
CHAIRPERSON: Barbara Holland  
DIRECTOR OF EDUCATION: Paul A. Picard

**Meeting Date:**  
June 23, 2014

## BOARD REPORT

**Public**  **In-Camera**

**PRESENTED FOR:** Information  Approval

**PRESENTED BY:** Senior Administration

**SUBMITTED BY:** Paul A. Picard, Director of Education  
Cathy Geml, Associate Director of Education  
Mario Iatonna, Executive Superintendent of Corporate Services

**SUBJECT:** **FACILITY USAGE AND PROGRAM ADJUSTMENTS**  
**Relocation of St. Michael Alternate Catholic High School to**  
**4130 Franklin Street, Windsor (Former Our Lady of Lourdes**  
**Catholic Elementary School)**

### RECOMMENDATION:

**That approval be given to the relocation of St. Michael Alternate Catholic High School from its current site at 707-735 Tuscarora Street (former Immaculate Conception Catholic Elementary School) to 4130 Franklin Street (former Our Lady of Lourdes Catholic Elementary School) effective August 1, 2014.**

### SYNOPSIS:

This report provides information on the status of the real property 4130 Franklin Street, Windsor declared surplus by the Board during the 2011-12 fiscal year due to the pending closure of Our Lady of Lourdes (OLOL) Catholic Elementary School and recommends approval to proceed with the relocation of educational services provided by the St. Michael Alternate Catholic High School to this site from its current temporary location at 707-735 Tuscarora Street (former Immaculate Conception Catholic Elementary School). Similar to boundary adjustments, facility usage and program adjustments do not require an accommodation review.

### BACKGROUND COMMENTS:

On November 10, 2009, as a result of the East Windsor Accommodation Review process, the Board of Trustees approved the closure and consolidation of OLOL and St. Bernard (Windsor) Catholic Elementary Schools subject to Ministry approval to fund a consolidated new school building to be constructed on city-owned property adjacent to the current St. Bernard site. On April 10, 2012, following notice of approval of Ministry funding, the Board approved closure of both schools effective June 30, 2013, and both schools were declared surplus to the Board's needs and were put up for sale. As part of the sale of properties, Ontario Regulation 444/98 Disposition of Surplus Real Property requires the



properties to first be offered for sale to other school boards and to other public bodies at fair market value. There was no expression of interest received from any of the public bodies given first preference by the regulation to acquire the 4130 Franklin Street property within the prescribed ninety-day waiting period. The sale of the 4130 Franklin Street property to the general public has been held in abeyance until several issues delaying the acquisition of land for the new school were resolved.

The Board had originally approved the closure of both schools effective June 30, 2013. On April 30, 2013, due to the length of time in arranging for the acquisition of the property from the City of Windsor for the new consolidated school, the Board extended the closure of both schools to June 30, 2014. On March 25, 2014, pending construction of the new school, the Board approved the integration of all of OLOL students into the existing St. Bernard (Windsor) Catholic Elementary School effective upon the previously approved closure of OLOL on June 30, 2014.

With the 4130 Franklin Street property now being vacant, it is being recommended to relocate the educational program services provided by St. Michael Alternate Catholic High School to that site. St. Michael currently operates out of two locations: Adult Education at 477 Detroit Street and Alternate Education at 707-735 Tuscarora Street. The alternative education program has been located in various Windsor sites in the recent past. Most recently, in September 2012, it moved temporarily to the Board's property at 707-735 Tuscarora.

However, the Board has approved the sale of 707-735 Tuscarora with a closing date of July 31, 2014. Therefore, the Alternate Education program must vacate the site and be moved to a new location if it is to continue to operate. The Board's 4130 Franklin Street property is in a desirable location to house the program, being centrally located and within 1 to 2 blocks of 3 different bus routes. The building is in suitable condition with only minor renovations required to remove a wall to accommodate a culinary instruction area of sufficient size.

#### **FINANCIAL IMPACT:**

In relocating St. Michael Alternate Catholic High School to the 4130 Franklin site, the Board would incur renovation costs budgeted at \$10,000 and would forego potential proceeds from the sale of the property estimated at \$300,000. This is weighed against the need to acquire or lease another suitable site for the high school in the central Windsor area. Acquisition costs, if a suitable site could be found, could be expected to exceed the proceeds from the sale of the 4130 Franklin site. It is unlikely that the Ministry of Education would fund such an acquisition, leaving the Board to fund it on its own.

#### **TIMELINES:**

St. Michael Alternate Catholic High School must vacate its current location by July 31, 2014. OLOL will vacate its current site on June 30, 2014. St. Michael Alternate would move to the vacated Our Lady of Lourdes site for the start of the 2014-15 school year.

#### **APPENDICES:**

None.

#### **REPORT REVIEWED BY:**

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL:	Review Date:	June 3, 2014
<input checked="" type="checkbox"/>	EXECUTIVE SUPERINTENDENT:	Approval Date:	June 3, 2014
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	June 3, 2014



1325 California Avenue  
Windsor, ON N9B 3Y6  
CHAIRPERSON: Barbara Holland  
DIRECTOR OF EDUCATION: Paul A. Picard

**Meeting Date:**  
June 23, 2014

## BOARD REPORT

**Public**  **In-Camera**   
**PRESENTED FOR:** Information  Approval   
**PRESENTED BY:** Senior Administration  
**SUBMITTED BY:** Paul A. Picard, Director of Education  
 Mario Iatonna, Executive Superintendent of Corporate Services  
**SUBJECT:** **PROPOSED REQUEST FOR PROPOSAL PROCESS FOR  
LEGAL SERVICES**

### RECOMMENDATION:

**That the Board approve proceeding with a request for proposal process for the provision of legal services.**

### SYNOPSIS:

Legal services are presently provided to the Board under an agreement which is set to expire on March 1, 2015. The last request for proposal (RFP) for the provision of legal services occurred in 2002. Given the length of time since the Board has gone to market for these services, it is recommended that an RFP be issued to receive submissions from prospective law firms.

### BACKGROUND COMMENTS:

It is recommended the Board proceed with the RFP process to engage a law firm(s) that will act as legal advisor on legal matters, and render advice and direction on issues related to:

1. General Corporate and Commercial Law
2. Construction Law
3. Educational Law
4. Municipal Law
5. Real Estate Law
6. Litigation
7. Labour Relations and Employment Law
8. Human Rights Law
9. Constitutional Law: Insofar as it relates to Catholic schools in Ontario.

The RFP process will be conducted under the oversight of Executive Council and supported administratively by Business Department staff.

A two envelope system will be used whereby firms will initially be evaluated on the basis of all information submitted, with the exception of fees. Those firms not selected for an interview will have their fee estimates returned unopened. Those firms selected for an interview will be further evaluated on their responses in the interviews. At the conclusion of the interview stage, all firms interviewed will have their fee estimates opened and the fees will form part of the final evaluation. A recommendation will be provided to the Board once the evaluation process is concluded. The final selection is expected to be completed prior to March 1, 2015 when the current agreement expires.

**FINANCIAL IMPACT:**

The financial impact of submissions will be assessed as part of the RFP process.

**TIMELINES:**

The RFP will be advertised subsequent to approval by the Board to proceed.

**APPENDICES:** N/A**REPORT REVIEWED BY:**

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL:	Review Date:	May 27, 2014
<input checked="" type="checkbox"/>	EXECUTIVE SUPERINTENDENT:	Approval Date:	May 27, 2014
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	May 27, 2014



1325 California Avenue  
Windsor, ON N9B 3Y6  
CHAIRPERSON: Barbara Holland  
DIRECTOR OF EDUCATION: Paul A. Picard

**Meeting Date:**  
June 23, 2014

## BOARD REPORT

**Public**  **In-Camera**   
**PRESENTED FOR:** Information  Approval   
**PRESENTED BY:** Senior Administration  
**SUBMITTED BY:** Paul Picard, Director of Education  
 Mario Iatonna, Executive Superintendent of Corporate Services  
**SUBJECT:** **POLICY DEVELOPMENT AND REVIEW:**  
 – **AMENDED POLICY T:06 HONORARIA FOR TRUSTEES**

### RECOMMENDATION:

**That the Board approve, in principle, Draft Amended Board Policy T: 06 Honoraria for Trustees.**

### SYNOPSIS:

Draft Policy T: 06 Honoraria for Trustees amends existing Board Policy T: 06 Honoraria for Trustees, 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 T: 06 Honoraria for Trustees was first approved by the Board on October 24, 2006.

At the beginning of each term of office, Ontario Regulation 357/06 requires boards to establish policy on or before October 15 of the calendar year in which the term begins with respect to honoraria for board members.

**Results of Public Consultation Process:** The draft policy was forwarded to Trustees, principals and vice principals, union and association representatives and posted to the Board's public website as part of the consultation process. The policy will remain posted for input pending application to the Board for final approval.

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

**Timetable For Implementing Policy and Procedure:** The policy shall be implemented on December 1, 2014, the beginning of the new term of office.

**Benefits of the Policy Proposals:** The Policy Working Subcommittee recommends approval of the attached draft policy for compliance with legislation.

**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 posted to the Board's public web site.

**FINANCIAL IMPACT:**

As indicated in the draft policy.

**TIMELINES:**

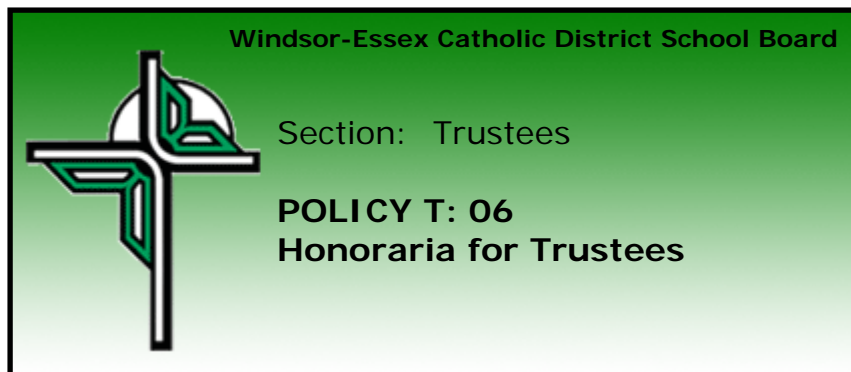
The draft amended policy will be presented for final Board approval at the first Regular Board Meeting of the 2014 – 2015 school year.

**APPENDICES:**

- Draft Amended Policy T:06 Honoraria for Trustees
- Ontario Regulation 367/06 Honoraria for Board Members

**REPORT REVIEWED BY:**

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL:	Review Date:	June 17, 2014
<input checked="" type="checkbox"/>	EXECUTIVE SUPERINTENDENT:	Approval Date:	June 17, 2014
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	June 17, 2014



<b>NUMBER:</b>	T: 06
<b>EFFECTIVE:</b>	Oct. 24, 2006
<b>AMENDED:</b>	Oct. 12, 2010
<b>RELATED POLICIES:</b>	T:01, T:02
<b>REPEALS:</b>	
<b>REVIEW DATE:</b>	On or before Oct 15, 2018

## 1.0 OBJECTIVE:

- 1.1 To establish levels of honoraria for Trustees.

## 2.0 DEFINITIONS:

- 2.1 **Board Member** as referred to in Ontario Regulation 357/06 shall mean the same as “Trustee” for the purpose of this policy.
- 2.2 **Trustee** shall mean the same as “Board member” and shall not include Student Trustees.

## 3.0 GUIDING PRINCIPLES:

- 3.1 The honorarium for a Trustee, in respect of any year of his or her term of office, shall consist of the following components:
- a) The base amount for the year.
  - b) The enrolment amount for the year.
- 3.2 A year of a Trustee’s term of office begins on December 1 and ends on the following November 30.
- 3.3 The Board may, at any time, change this policy such that a component is not paid for a year, the amount of a component is lowered for a year, or the percentage of the enrolment amount limit to be paid is lowered for a year. Should the Board change its policy, it may restore the original policy at any time.
- 3.4 The honorarium for Trustees does not apply to Student Trustees.

## 4.0 SPECIFIC DIRECTIVES:

- 4.1 ~~For the period December 1, 2010 to November 30, 2012, the base amount for a Trustee shall be \$5,900 per year.~~
- 4.2 For each year of a term of office beginning on or after December 1, ~~2012~~ 2014, the base amount for a Trustee shall be the amount calculated for a year of the previous term of office, increased by the percentage increase in the Ontario Consumer Price Index as

**POLICY T: 06 Honoraria for Trustees**

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published by Statistics Canada for the period between,

- i. July 1 of the calendar year in which the previous term of office started, and
- ii. June 30 of the calendar year in which the term of office starts.

- 4.3 ~~For the period December 1, 2010 to November 30, 2012, the base amount for the Chair of the Board shall be \$10,900 per year.~~
- 4.4 For each year of a term of office beginning on or after December 1, ~~2012~~ 2014, the base amount for the Chair shall be determined by adding \$5,000 to the amount calculated in section 4.2 1(above).
- 4.5 ~~For the period December 1, 2010 to November 30, 2012, the base amount for the Vice-Chair of the Board shall be \$8,400 per year.~~
- 4.6 For each year of a term of office beginning on or after December 1, ~~2012~~ 2014, the base amount for the Vice- Chair shall be determined by adding \$2,500 to the amount calculated in section 4.1 (above).
- 4.7 Trustees shall be paid 100% of the maximum enrolment amount as determined for each year of the term.

**5.0 RESPONSIBILITY:**

- 5.1 Senior Administration will ensure that the enrolment amount is determined for each year of the term, and that all payments are made in accordance with this policy and Ontario Regulation 357/06.

**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 will be reviewed ~~during the 2013–2014 policy review cycle.~~ on or before October 15, 2018.

**7.0 REFERENCES:**

Ontario *Education Act* s. 191  
 Ontario Regulation 357/06 *Honoraria for Board Members*  
*Public Sector Compensation Restraint to Protect Public Services Act, 2010*  
 Other related policies of the Board which support this policy are:  
 Policy T:01 Student Trustee  
 Policy T:02 Conventions, Meetings, Out of Pocket Expenses

Français

**Education Act****ONTARIO REGULATION 357/06  
HONORARIA FOR BOARD MEMBERS****Consolidation Period:** From March 27, 2014 to the [e-Laws currency date](#).

Last amendment: O. Reg. 81/14.

*This is the English version of a bilingual regulation.***Purpose**

1. This Regulation sets out the method for calculating the limits on honoraria paid under section 191 of the Act. O. Reg. 357/06, s. 1; O. Reg. 57/12, s. 1.

**PART I  
GENERAL RULES****DISTRICT SCHOOL BOARDS****Components of honorarium**

2. (1) For a term of office beginning in 2006 or later, the honorarium for a member of a district school board, in respect of any year of his or her term of office, shall consist of such of the following components as the board determines, subject to section 4:

1. The base amount for the year.
2. The enrolment amount for the year.
3. The attendance amounts payable to the member for the year.
4. The distance amounts payable to the member for the year. O. Reg. 357/06, s. 2 (1).

(2) A year of a member's term of office begins on December 1 and ends on the following November 30. O. Reg. 357/06, s. 2 (2).

3. REVOKED: O. Reg. 190/10, s. 1.

**Policy re honorarium components**

4. (1) For a term of office beginning in 2006 or later, the board shall establish a policy, on or before October 15 of the calendar year in which the term of office begins, with respect to,

- (a) which components listed in paragraphs 1 to 4 of subsection 2 (1) it will pay during the term of office;
- (b) for the base amount, the attendance amount and the distance amount, if the component will be paid, the amount of the component to be paid to a member for each year of the term of office, determined in accordance with sections 5, 7 and 8; and
- (c) for the enrolment amount, if it will be paid, the percentage to be applied in calculating the enrolment amount limit for a member for each year of the term of office. O. Reg. 357/06, s. 4 (1); O. Reg. 163/07, s. 2 (1); O. Reg. 190/10, s. 2 (1).

(2) The board may, at any time, change its policy under subsection (1) such that a component is not paid for a year, the amount of a component to be paid is lowered for a year, or the percentage to be applied in calculating the enrolment amount limit is lowered for a year. O. Reg. 163/07, s. 2 (2).

(3) If the board changes its policy for a year under subsection (2), it may restore the original policy made under subsection (1) at any time before the end of the period to which the policy applies. O. Reg. 163/07, s. 2 (2).

(4) REVOKED: O. Reg. 190/10, s. 2 (2).

**Base amount**

5. (1) The base amount for a member for a year of a term of office is an amount that does not exceed the base amount limit determined under subsection (2), (3) or (4), as the case may be. O. Reg. 357/06, s. 5 (1).

(2) For a member other than the chair or vice-chair, the base amount limit for the year is determined as follows:



1. For each year of the term of office beginning on December 1, 2006, \$5,900.
2. For each year of a term of office beginning on or after December 1, 2010, the amount calculated for a year of the previous term of office, increased by the percentage increase in the Ontario Consumer Price Index as published by Statistics Canada for the period between,
  - i. July 1 of the calendar year in which the previous term of office started, and
  - ii. June 30 of the calendar year in which the term of office starts. O. Reg. 357/06, s. 5 (2); O. Reg. 163/07, s. 3.
- (3) For the chair, the base amount limit for the year is determined by adding \$5,000 to the amount determined under subsection (2). O. Reg. 357/06, s. 5 (3).
- (4) For the vice-chair, the base amount limit for the year is determined by adding \$2,500 to the amount determined under subsection (2). O. Reg. 357/06, s. 5 (4).

**Enrolment amount**

6. (1) The enrolment amount for a member for each year of a term of office is an amount determined for that year that does not exceed the enrolment amount limit. O. Reg. 163/07, s. 4 (1).
  - (1.1) The enrolment amount shall be calculated anew in each year of a member's term of office. O. Reg. 163/07, s. 4 (1).
  - (1.2) The enrolment amount limit is determined by multiplying the percentage determined by the board for the year under clause 4 (1) (c) or subsection 4 (2) or (3), as the case may be, by the amount determined for the member under subsection (2), (3) or (4), as the case may be. O. Reg. 163/07, s. 4 (1).
- (2) For a member other than the chair or vice-chair, determine an amount as follows:
  1. Multiply the enrolment of the board for the year as determined under section 9, by \$1.75.
  2. Divide the number determined under paragraph 1 by the number of members determined for the board under subclause 58.1 (2) (k) (i) or subsection 58.1 (10.1) of the Act, as the case may be. O. Reg. 357/06, s. 6 (2); O. Reg. 163/07, s. 4 (2).
- (3) For the chair, add the amount determined under subsection (2) to the amount determined as follows:
  1. Multiply the enrolment of the board for the year as determined under section 9 by 5 cents.
  2. Determine the greater of,
    - i. the amount determined under paragraph 1, and
    - ii. \$500.
  3. Determine the lesser of,
    - i. the amount determined under paragraph 2, and
    - ii. \$5,000. O. Reg. 357/06, s. 6 (3); O. Reg. 163/07, s. 4 (3).
- (4) For the vice-chair, add the amount determined under subsection (2) to the amount determined as follows:
  1. Multiply the enrolment of the board for the year as determined under section 9 by 2.5 cents.
  2. Determine the greater of,
    - i. the amount determined under paragraph 1, and
    - ii. \$250.
  3. Determine the lesser of,
    - i. the amount determined under paragraph 2, and
    - ii. \$2,500. O. Reg. 357/06, s. 6 (4); O. Reg. 163/07, s. 4 (4).

**Attendance amount**

7. (1) The attendance amount is an amount that does not exceed the attendance amount limit of \$50. O. Reg. 357/06, s. 7 (1).
- (2) The attendance amount may be paid to a member for attending any meeting of a committee of the board that is required to be established by an Act or a regulation made under an Act. O. Reg. 357/06, s. 7 (2).

**Distance amount**

8. (1) The distance amount is an amount that does not exceed the distance amount limit of \$50. O. Reg. 357/06, s. 8 (1).

(2) For a board member described as follows, the distance amount may be paid to the member for attending any meeting of the board or of a committee of the board that is required to be established by an Act or a regulation made under an Act:

1. The board member is a member of a board that has,
    - i. a board area greater than 9,000 square kilometres, as set out in Table 1 of Ontario Regulation 412/00 (Elections to and Representation on District School Boards) made under the Act, as that regulation reads on the day that the board makes its determination under section 4, or
    - ii. a dispersal factor of greater than 25, as set out in Table 5 of Ontario Regulation 412/00 (Elections to and Representation on District School Boards) made under the Act, as that regulation reads on the day that the board makes its determination under section 4.
  2. On the day of the meeting, the distance between the member's residence and the place where the meeting is held is more than 200 kilometres. O. Reg. 357/06, s. 8 (2); O. Reg. 163/07, s. 5.
- (3) A board member may receive the distance amount only once in respect of any day. O. Reg. 357/06, s. 8 (3).

#### **Enrolment**

9. For the purposes of section 6, the enrolment of the board for a year of a term of office is the estimate of the board's day school average daily enrolment that was,
- (a) determined for the purposes of the regulation made under section 234 of the Act in respect of calculating average daily enrolment for the school board fiscal year that ends in the calendar year in which the year of the term of office begins; and
  - (b) submitted to the Ministry together with the estimates required by clause 232 (6) (c) of the Act. O. Reg. 163/07, s. 6; O. Reg. 164/11, s. 1.

#### **Service for a partial year**

10. (1) The honorarium for a board member who serves for a partial year is determined in accordance with this section. O. Reg. 357/06, s. 10 (1); O. Reg. 190/10, s. 3.
- (2) The base amount is an amount that does not exceed the base amount limit for the partial year, which is determined by prorating, according to the time served, the base amount for a board member who serves for a full year. O. Reg. 163/07, s. 7.
- (2.1) The enrolment amount is an amount that does not exceed the enrolment amount limit for the partial year, which is determined by prorating, according to the time served, the enrolment amount for a board member who serves for a full year. O. Reg. 163/07, s. 7.
- (3) The attendance amount and the distance amount are determined in accordance with sections 7 and 8, with necessary modifications. O. Reg. 357/06, s. 10 (3).
11. REVOKED: O. Reg. 190/10, s. 4.

### **SCHOOL AUTHORITIES**

#### **Honorarium for members of school authorities**

12. (1) A school authority may pay to its members an honorarium at the same rate and on the same conditions as the allowance being paid to its members on December 1, 1996. O. Reg. 357/06, s. 12 (1).
- (2) If a school authority was paying an amount as an additional allowance to its chair or vice-chair on December 1, 1996, the school authority may pay that amount as an additional honorarium to its chair or vice-chair, at the same rate and on the same conditions as applied on December 1, 1996. O. Reg. 357/06, s. 12 (2).

### **PART II RULES FOR THE PERIOD FROM APRIL 1, 2012 TO NOVEMBER 30, 2014**

#### **Temporary limit on honoraria**

13. Despite Part I, for the period from April 1, 2012 to November 30, 2014, the honorarium for a chair, vice-chair or other member of a district school board shall not exceed the maximum amount that was payable to a member with that office during the period in which the restraint measures under sections 7 to 11 of the *Public Sector Compensation Restraint to Protect Public Services Act, 2010* applied. O. Reg. 57/12, s. 3; O. Reg. 81/14, s. 2.

TABLE 1 REVOKED: O. Reg. 190/10, s. 5.



1325 California Avenue  
Windsor, ON N9B 3Y6  
CHAIRPERSON: Barbara Holland  
DIRECTOR OF EDUCATION: Paul A. Picard

**Meeting Date:**  
June 23, 2014

## BOARD REPORT

**Public**  **In-Camera**

**PRESENTED FOR:** Information  Approval

**PRESENTED BY:** Senior Administration

**SUBMITTED BY:** Paul A. Picard, Director of Education  
Cathy Geml, Associate Director of Education  
Mario Iatonna, Executive Superintendent of Corporate Services  
Jamie Bumbacco, Executive Superintendent of Human Resources

**SUBJECT:** 2014-15 FINAL BUDGET APPROVAL

### RECOMMENDATION:

**That the 2014-15 Final Budget Estimates be approved and that administration be directed to submit the Budget Estimates to the Ministry of Education by the June 30, 2014 due date as required.**

### SYNOPSIS:

The purpose of this report is to recommend approval of the 2014-15 Final Budget Estimates and to receive direction for submission of the Budget Estimates to the Ministry of Education by the June 30, 2014 due date as required.

### BACKGROUND COMMENTS:

The 2014-15 Final Draft Budget Estimates were tabled for the Board's review and consideration on June 10, 2014. The draft was tabled at that time for a 2 week period to allow for further stakeholder and broader community consultation on the recommended budget. No additional comments were received during this further consultation period and, as a result, no changes have been made to the previous draft budget. Therefore, it is being recommended that the 2014-15 Final Budget Estimates be approved and that direction be given for submission to the Ministry of Education.

### FINANCIAL IMPLICATIONS:

The 2014-15 Final Budget Estimates as presented comply with the requirements under the Education Act that the Board submit a balanced budget to the Ministry of Education prior to each fiscal year.

**TIMELINES:**

- June 10, 2014 2014-15 Final Draft Budget Estimates were tabled for a 2 week review/consultation period.
- June 23, 2014 The 2014-15 Final Budget Estimates are to be formally approved.
- June 30, 2014 The approved 2014-15 Final Budget Estimates are to be submitted to the Ministry of Education.

**APPENDICES:**

- 2014-15 Final Budget Estimates

**REPORT REVIEWED BY:**

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL:	Review Date:	June 17, 2014
<input checked="" type="checkbox"/>	EXECUTIVE SUPERINTENDENT:	Approval Date:	June 18, 2014
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	June 18, 2014

# WINDSOR-ESSEX CATHOLIC DISTRICT SCHOOL BOARD 2014-15 FINAL BUDGET



Submitted by:  
Board Administration  
June 23, 2014



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# Introduction

***"As the world changes, sometimes long-held systems and organizations need to change as well in order to keep up . . . "***

***". . . the district has seen a remarkable turnaround that has allowed it to stop playing catch-up and start focusing on the future . . . "***

***". . . the Windsor-Essex Catholic District School Board is operating not on a deficit but a significant surplus. That's all money that can help Windsor-Essex Catholic School students grow and succeed."***

(Excerpts from Business Review Canada - May 2014)

It is very unusual for a public institution to receive recognition from a highly respected national business publication for its innovative business practices, but the Windsor-Essex Catholic District School Board (WECDSB) has indeed received such acclaim. It is the Board's innovative approach in a public organizational setting that initially caught the attention of the magazine's editor. The Board's dramatic improvement and leading-edge concepts are what the editor wanted spread to other public entities throughout Canada and through its American arm, Business Review U.S.A.

The Board had been in a situation that was unsustainable based on past practices. In order to move toward future success, it was necessary to reimage programs, reimagine program delivery, right-size the corporate structure and consolidate unused classroom spaces. To achieve these lofty objectives, the Board initiated significant enhancements in its processes through a cultural paradigm shift to a more formalized business model.

A focused investment strategy is now used by the Board with an insistence on measurable returns. Before any new program or program change is initiated, there must be a business plan which identifies the specific deliverables to the organization, the assessable benefit to students and the fit in the context of faith. It is in these latter two aspects that the Board is unwilling to compromise, student achievement and faith-based values, which form the pillars of the Board's overall mission.

The 2014-15 Budget Estimates build on the Board's recent successes by adhering to the principle of focused investment. The Budget maintains considerable resourcing of the core functions inherent in the delivery of exceptional classroom instruction to students in all areas. It also provides for ongoing advancement of technology as a tool to engage the Board's students in order to achieve a more modern and effective educational experience.

The move to the creation of "centres of excellence and innovation" is also a feature of the budget. These centres offer students leading-edge programs in varied subject areas and, in 2014-15, include robotics and aerospace engineering, culinary arts, building systems design and construction, and a sports skills academy. It is intended to provide for additional subject areas for excellence and innovation in future year budgets.

Consistent with budget development in prior years, the Board has actively sought input from its school communities and its many stakeholders into the budget process. All comments received have been duly considered in formulating the budget estimates.

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***"Innovation isn't always easy, especially getting parents on board who grew up in a very different time of education. 'This is where engaging the community is so important,' says (Chair Barb) Holland . . . 'At the end of the day, it supports our business plan which is not doing more with less, but using the dollar strategically to make sure the focus you have gets you to your goal.' "***

(Excerpt from Business Review Canada - May 2014)

Continuous improvement in student assessment scores, a deep commitment to an inclusionary model of education for all students and having Christ at the heart of everything, these are the traditional, ongoing characteristics that distinguish the Windsor-Essex Catholic District School Board. When melded with the Board's emerging approach towards focused investment and innovation, there is considerable optimism for the future of the Board and its students.

***"We have gone through some unbelievable challenges and we've had some very difficult conversations . . . but what we keep speaking to is: look what we've achieved together."***

(Paul Picard - Director of Education - WECDSB)

***"It's all about leadership and willing to lead in difficult times, . . . having the right people at the right table at the right time, moving forward on a single vision. That's what's brought us here today."***


(Barbara Holland - Chair of the Board - WECDSB)

Based on the above, the 2014-15 Budget Estimates are presented in accordance with the requirements of the Education Act that the Board submit a balanced budget prior to the commencement of the upcoming school year.

# 2014-15 GSN Highlights

Provincial grants to school boards are provided through Grants for Student Needs (GSN) and are generated primarily by student enrolment. The Ministry of Education announced the 2014-15 Grants for Student Needs and its supporting regulations on March 27, 2014. According to the Ministry, total GSN funding to all school boards across the sector is projected to increase by 3.1% over 2013-14 to \$22.53 billion, primarily due to the full implementation of Full-Day Kindergarten (FDK) and the transfer of FDK operating funding previously provided through Education Program – Other Grants (EPOs) into the GSN.

Other highlights of the 2014-15 GSN are provided below.

<p><b>Labour Framework:</b></p> <ul style="list-style-type: none"> <li>• Contracts for all education sector unions expire August 31, 2014</li> <li>• If there are no collective agreements in place in September, the existing terms and conditions in the 2012-14 expired collective agreements continue</li> <li>• Includes a 97 day delay in teacher's movement up the salary grid</li> <li>• All benefit levels and practices will stay frozen at 2013-14 levels</li> <li>• No unpaid days for teachers currently</li> </ul>	<p><b>Capital Funding:</b></p> <ul style="list-style-type: none"> <li>• New four-year School Consolidation Capital program for capital projects that support consolidations through new school construction, retrofits and additions</li> <li>• Continued funding of School Condition Improvement grant for renewal needs for a further three years, with additional funds and enhanced accountability measures in the second and third years</li> </ul>
<p><b>Keeping up with costs:</b></p> <ul style="list-style-type: none"> <li>• 2.0% increase in funding for the non-staff portion of the School Operations benchmark</li> <li>• 7.3% increase in electricity funding</li> <li>• 2.0% increase in transportation funding</li> <li>• 4.0% increase in funding for new construction</li> </ul>	<p><b>Changes to Top-Up Funding:</b></p> <ul style="list-style-type: none"> <li>• Two-tiered funding system in 2014-15</li> <li>• Schools at or less than 65% utilization will be topped-up 10%</li> <li>• Schools above 65% will be topped-up 15% to a maximum 95% utilization rate</li> <li>• Ministry will redirect savings from changes in funding to support boards in policy development and capital planning</li> </ul>
	<p><b>Funding Formula Reforms:</b></p> <ul style="list-style-type: none"> <li>• <u>Board Administration</u> – New allocation model to be phased-in over four years, which uses cost drivers other than enrolment to better reflect board administration cost structures</li> <li>• <u>Special Education</u> <ul style="list-style-type: none"> <li>○ New funding model for high needs students phased-in over four years</li> <li>○ High needs stabilization support eliminated</li> <li>○ New High Needs base amount of \$450K for Collaboration and Integration</li> </ul> </li> <li>• <u>Mental Health Leaders</u> – funding moved into the GSN, made permanent, and enveloped</li> </ul>

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# Budget Planning Objectives

The Windsor-Essex Catholic District School Board's budget is developed each year in accordance with specific pre-determined internal and external budget guidelines.

## **Internal Guidelines**

Internal Board policies and guiding principles that govern the budget development process include:

- Board level contractual, negotiated and self-determined conditions or restrictions must be respected;
- All Ministry requirements must be met;
- Alignment with Ministry and Board priorities must occur when allocating resources;
- Where reductions are necessary, impacts to students and faith development initiatives must be minimized;
- A conservative enrolment projection must be used;
- The presented budget must be realistic and balanced;
- An annual contingency in the budget of no less than 0.5% of the Board's operating allocation for the year must be included.

## **External Guidelines**

The Ministry of Education governs the external requirements of the Board budget process, which include both legislative and regulatory requirements. Certain external requirements include:

- Compliance with the Education Act, associated regulations, Ministry memoranda and Public Sector Accounting Board standards;
- Submission of a balanced budget, on time;
- Achievement and maintenance of class size ratios;
- Special Education funding must be spent on Special Education expenditures;
- School Renewal funding is primarily limited to capital renewal expenditures;
- School Condition Improvement funding is to be used for renewal expenditures that are capitalized;
- Capital funding is to be used for approved capital projects;
- Administration and Governance spending must not exceed the grant allocation;
- New Teacher Induction Program (NTIP) funding is to be used for eligible NTIP expenditures;
- Temporary Accommodation funding can only be used for portable moves, leases and purchases, as well as lease costs for permanent instructional space;
- Mental Health Leader funding must be used to provide at least one Mental Health Leader;
- EPO (Education Programs – Other) grants received must be used consistent with the mandate of the particular program;
- Accumulated Surplus to a maximum amount of 1.0% of operating revenue can be used to balance the budget. Amounts beyond this require Ministry approval.

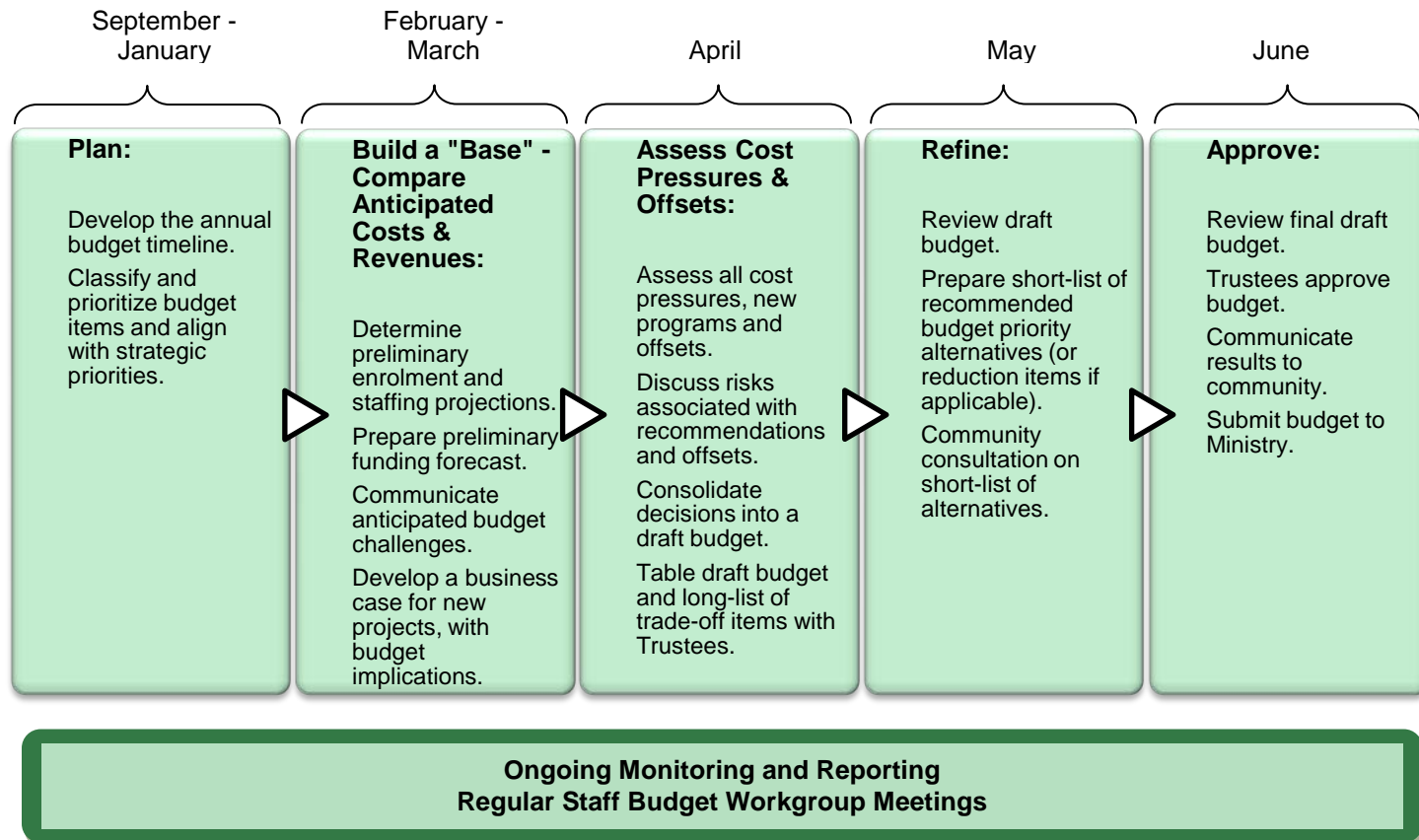
# Budget Process & Timelines

The budget is the Board's fiscal plan that supports the delivery of education programs and services and reflects the Board's strategic plan for the upcoming academic year. It also provides the authority for Administration to spend funds on a variety of programs and services.

The preparation of the 2014-15 operating and capital budgets is the responsibility of Board management. They have been prepared in compliance with applicable legislation, Canadian generally accepted accounting principles (GAAP) established by the Public Sector Accounting Board (PSAB) of the Canadian Institute of Chartered Accountants (CICA) as well as internal Board policies and procedures.

The fiscal year for all school boards in Ontario is in alignment with the school year and runs from September 1 to August 31. The Ministry of Education requires school boards to approve a balanced budget for the upcoming fiscal year before the end of June of the current year.

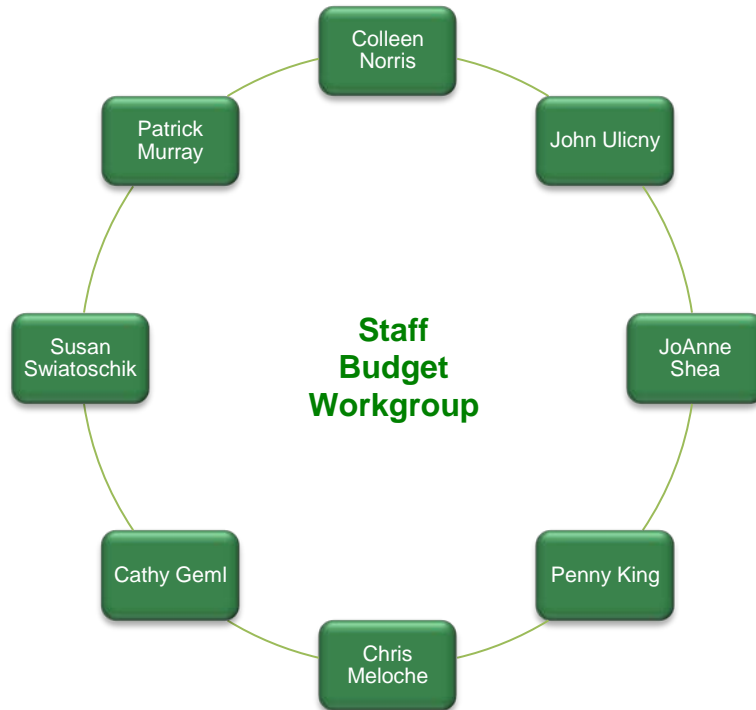
WECDSD follows a five-stage strategic budget development process. The diagram below outlines the key elements for each of the respective stages of the budget process.



As can be seen from the diagram above, the development of the annual budget is one of the most time consuming and labour intensive functions undertaken by Administration, spanning more than 6 months of the year. To better facilitate the Budget process and communication between departments, the Board has established a Staff Budget Workgroup comprised of management representatives from each department.

The composition of the Staff Budget Workgroup is depicted on the following page.

The Staff Budget Workgroup meets frequently throughout the budget development cycle to discuss progress for each department and address any issues on a timely basis. This multidisciplinary team allows the Board to take a holistic view of budget development and consider the unique needs and competencies of each department.



The Staff Budget Workgroup members above represented the following departments:

Member	Area Represented
Susan Swiatoschik	Business (Staff Budget Workgroup Chair)
Patrick Murray	Human Resources
Colleen Norris	Human Resources
John Ulicny	Student Achievement K-12 and Information Technology
JoAnne Shea	Student Achievement K-12
Penny King	Business
Chris Meloche	Facility Services
Cathy Geml	Student Achievement K-12 and Special Education

**Capital Budget Process:**

The Capital Budget is developed in conjunction with the Facility Services and Information Technology departments who assist in determining the Board’s future capital needs.

Requested projects from departments and schools are prioritized along with a detailed project description with the requested budget. Administration reviews the requests, and recommendations are put forward to balance the projects to available funding. The recommendations are based on departmental priorities taking into account asset management principles, previous funding allocations, and Board priorities.

There is a portion of the funding for each year of the capital budget that is left unallocated to allow for some level of flexibility to address changing priorities, unanticipated projects and/or changes to currently approved capital projects.

# Budget Consultation

The Board remains committed to ensuring appropriate communication and consultation with the community exists regarding 2014-15 budget development. Anticipated budget challenges and pressures were communicated to the community through a formal report to the Board at its meeting of March 25, 2014, and the community was invited to provide input at an early stage of budget development through a formal budget consultation survey. The intent of the survey was to inform the Board's budget development and assist in formulating and affirming Board priorities as the Board works to promote excellence in education within a faith-centered learning environment. The challenge faced by the Board is that there is very little flexibility in the application of grant funding to all but specified programs.

Availability of the survey on the Board's website was advertised in the Windsor Star, and communicated formally to key stakeholders.

Survey responses received by April 4, 2014 were compiled and summarized in a report to the Board at its meeting of April 22, 2014. At that time, the Board had received a total of 103 responses.

The online public survey continued to remain open for input subsequent to the initial cutoff date of April 4<sup>th</sup>. There were 158 responses received as of May 30, 2014. The updated results can be found in Appendix I.




The survey this year identified areas of priorities for stakeholders, for students and for schools. The April 4, 2014 survey results can be found on the Board's website:

<http://www.catholicboard.ca>

# Budget Pressures, Challenges & Risks

A school board's budget contains inherent pressures, challenges, and risks. Necessary restraint measures, combined with new and creative approaches to the way the Board delivers education and the way funds are used are needed to mitigate, as much as possible, the challenges and risks.

An identification of preliminary budget pressures and challenges facing the Board were presented to the Board of Trustees at its meeting of March 25, 2014. A listing of known pressures, challenges and risks related to the 2014-15 budget are highlighted below.

Risks	Pressures & Challenges
<ul style="list-style-type: none"> <li>• Enrolment projections may vary from actual results creating disruptions to school scheduling and changes in grant revenues</li> <li>• Uncertainty on cost projections for electricity and natural gas</li> <li>• Unforeseen activity and events (weather, government policy changes)</li> <li>• Occasional teacher costs difficult to project</li> <li>• Inflation assumptions</li> <li>• Legal costs difficult to project</li> <li>• Claims, grievances and legal settlements</li> <li>• Outstanding pay equity issues</li> <li>• Labour negotiations for 2014-15 unknown – the final budget does not include a provision for any costs that may result from the 2014-15 labour negotiations. Assumes Province will fund cost pressures resulting from Provincial discussions.</li> </ul>	<ul style="list-style-type: none"> <li>• Enrolment pressures – about 2/3 of education funding is based on enrolment but board costs do not decrease proportionately as enrolment falls</li> <li>• Reductions in funding for technology which quickly becomes obsolete and in need of infrastructure upgrades</li> <li>• Capital deficit (capital debt not supported by grant revenues from the Province) crowds out spending that could be used for other initiatives</li> <li>• Excess capacity in schools</li> <li>• Aging infrastructure – buildings, equipment</li> <li>• Supporting special education needs in an inclusive environment with available funding</li> <li>• Supporting faith initiatives with no direct source of funding</li> <li>• Ministry restraint measures</li> <li>• Collective agreement restrictions</li> <li>• Maintaining a stable level of school budget support with declining grant revenues</li> <li>• Controlling staffing costs (81.9% of total budget)</li> <li>• Balancing budget with contingency with available funds</li> <li>• Aligning funding received with Ministry and Board priorities</li> <li>• Implementation of Accommodation Review solutions</li> </ul>
<p><b>Ministry Assessment of Boards' Risk:</b></p> <ul style="list-style-type: none"> <li>&gt; Reserve reliance threshold of 1% (offside)</li> <li>&gt; Using more reserves than maximum allowed (high risk)</li> <li>&gt; Using less reserves than maximum allowed (medium risk)</li> <li>&gt; Balanced budget without reserves (expected)</li> <li>&gt; <b>Budgeting for in-year contingency (preferred)</b></li> <li>&gt; Reserve fund target of 1% to 2% (optimum)</li> </ul> <p>For 2014-15, WECD SB is budgeting for an in-year contingency of 0.5%, and is in a “preferred” risk position from the Ministry’s perspective</p>	



# Enrolment Highlights

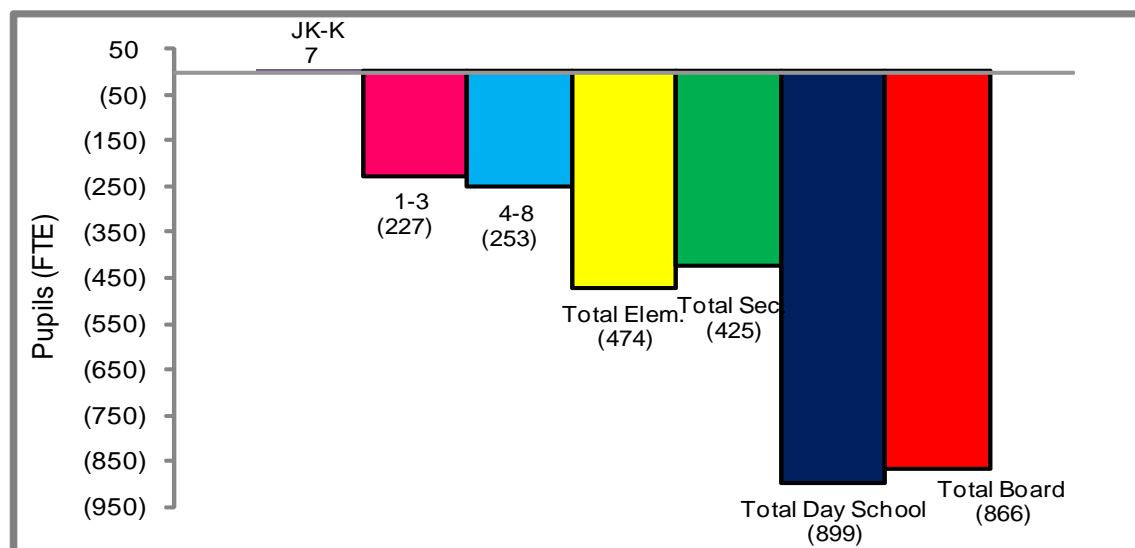
Enrolment projections for the 2014-15 Budget are conservative in nature, and were established based on historical data, updated for current circumstances. The Board's projected day school enrolment for 2014-15 is expected to be 20,153. This is a decrease of 900 students over 2013-14 Revised Estimates. With approximately two-thirds of education funding based on enrolment, this equates to approximately \$6.3M in reduced revenue for the Board.

The projected full-time equivalent (FTE) average daily enrolment for 2014-15, with a comparison to 2013-14 Revised Budget Estimates and 2012-13 Financial Statements is as follows:

## Summary of Enrolment

Full-Time Equivalent (FTE) Average Daily Enrolment (ADE)	2012-13 Financial Statements	2013-14 Revised Budget	2014-15 Budget	Change (2013-14 Rev. Budget to 2014-15 Budget)	
				#	%
<b>Elementary</b>					
JK-K	1,772	1,976	1,982	7	0.3%
1-3	4,086	3,922	3,695	(227)	-5.8%
4-8	7,916	7,619	7,366	(253)	-3.3%
<b>Total Elementary</b>	<b>13,773</b>	<b>13,517</b>	<b>13,043</b>	<b>(474)</b>	<b>-3.5%</b>
<b>Secondary &lt; 21</b>					
Grade 9 to 12	7,906	7,535	7,110	(425)	-5.6%
<b>Total Secondary &lt; 21</b>	<b>7,906</b>	<b>7,535</b>	<b>7,110</b>	<b>(425)</b>	<b>-5.6%</b>
<b>TOTAL DAY SCHOOL</b>	<b>21,679</b>	<b>21,052</b>	<b>20,153</b>	<b>(899)</b>	<b>-4.3%</b>
Secondary > 21	294	229	220	(9)	-3.8%
High Credit	-	23	30	6	27.5%
Visa (Tuition Paying)	25	41	76	36	87.7%
<b>TOTAL BOARD</b>	<b>21,999</b>	<b>21,344</b>	<b>20,478</b>	<b>(866)</b>	<b>-4.1%</b>

## Changes in Enrolment: 2013-14 Revised Budget v. 2014-15 Budget



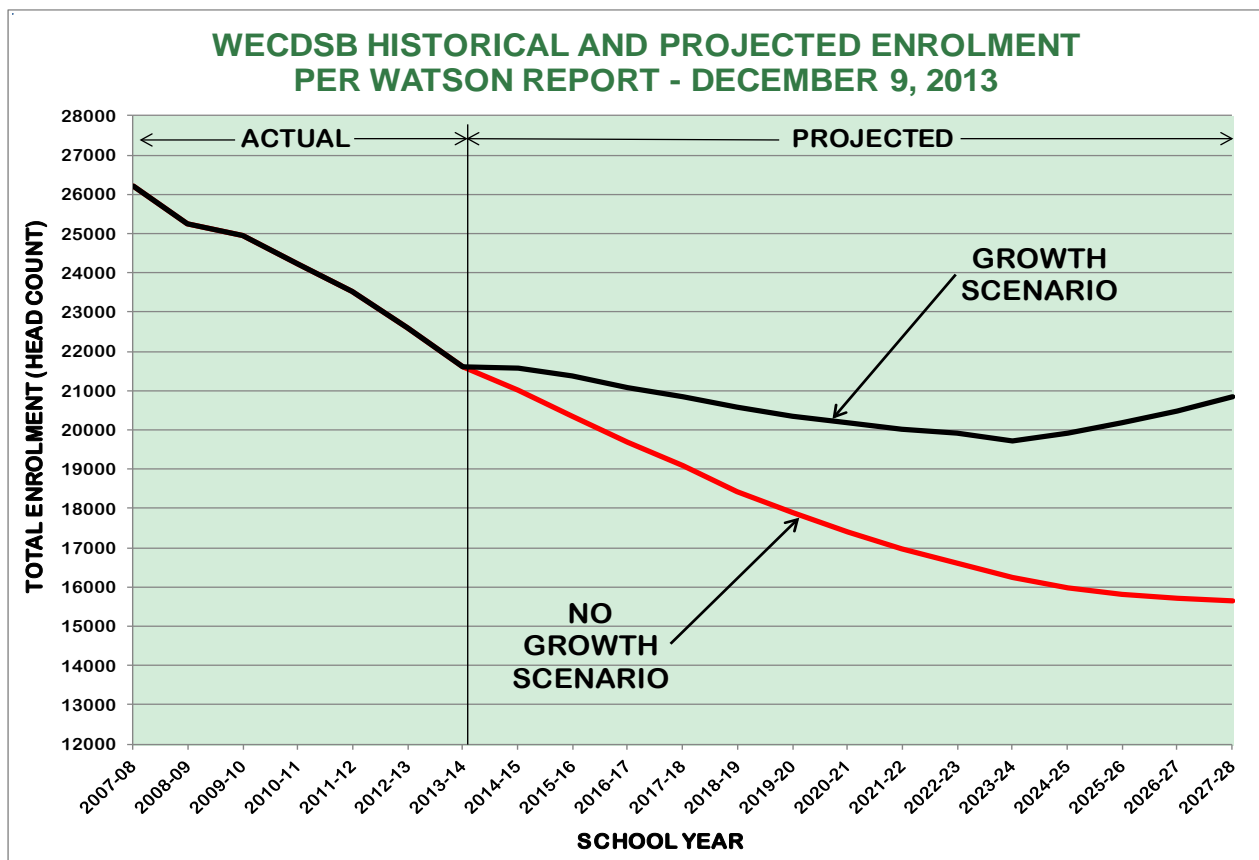
# Enrolment Projections

The Board recently retained Watson & Associates Economists Ltd. to undertake a major review of demographic trends and enrolment projections. The findings contained in the resultant report from Watson dated December 9, 2013 included a broad overview of current demographics as follows:

- Canada's population grew by 12% between 2001 and 2011, whereas the number of children aged 4 to 13 declined by more than 7%.
- Ontario's population grew less than the national average between 2006 and 2011.
- Ontario's current birthrate is 7% lower than what it was in the early 1990s.
- Immigration to Ontario dropped by 17% between 2006 and 2011, with the majority of immigrants now coming from Asia, not Europe as in the past.
- The number of Ontario children aged 0 to 14 is expected to stabilize, with some continued short term declines and mid to long term increases.
- Population demographics and the economy are usually tied closely together, with the local Windsor-Essex economy having stabilized with employment conditions expected to improve slightly in the short term.



Based on these findings, Watson provided two scenarios for future Board enrolment, illustrated below.



The first is a "no growth scenario" where projections for the number of pupils in the future are dependent solely on the prevailing Windsor-Essex community population. The second is a "growth scenario" whereby growth from the local economy and potential new housing demand would add to the population and thereby to Board enrolment.

The two scenarios illustrated in the chart on the previous page are both characterized by continuing declines in enrolment for at least the next decade. The "no growth scenario" projects a leveling off of enrolment at the end of the 15 year time horizon for the study. The "growth scenario" shows an upward trend beginning in 2024-25.

The reality facing the Board continues to be dealing with declines in enrolment projected under either scenario. Due diligence will be required to ensure that the associated ongoing reductions in Ministry of Education grant funding are met with corresponding reductions in Board expenditures each year. This is particularly critical in rationalizing excess pupil space capacity across the system in a timely manner.

The 2014-15 Estimates have been developed consistent with this reality. Adjustments in expenditures have been made where required. Further reductions in expenditures have been realized with the removal of several surplus properties from the Board's inventory.

There remains the strong commitment by the Board to become among the best performing school boards in the Province, regardless of what the enrolment may be in any given year. With this commitment and with past and recent successes by its students, WECDSB will continue to be the Board of choice for those seeking a high quality education in a faith-filled environment.



# Staffing Highlights

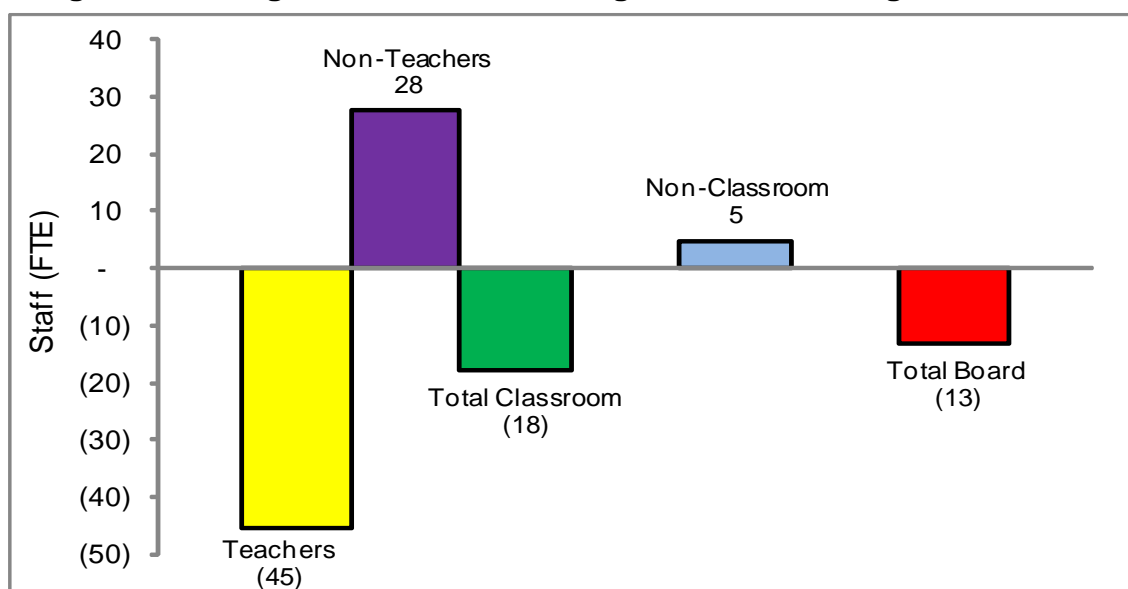
Staffing is the largest expenditure of the Board and comprises 81.9% of the overall budget.

Staffing for all positions is the responsibility of the Human Resources Department. The greatest challenge is controlling costs while ensuring Ministry class size targets and collective agreement provisions are maintained. The Board's total estimated expenditures of salaries and benefits for the 2014-15 fiscal year are \$200.6M as compared to \$200.8M for 2013-14.

## Summary of Staffing

Full-Time Equivalent (FTE)	2012-13 Financial Statements	2013-14 Revised Budget	2014-15 Budget	Change (2013-14 Rev. Budget to 2014-15 Budget)	
				#	%
<b>Classroom</b>					
Teachers	1,332	1,261	1,216	(45)	-3.6%
Non-Teachers	574	583	610	28	4.7%
<b>Total Classroom</b>	<b>1,906</b>	<b>1,844</b>	<b>1,826</b>	<b>(18)</b>	<b>-1.0%</b>
<b>Non-Classroom</b>	<b>268</b>	<b>261</b>	<b>266</b>	<b>5</b>	<b>1.8%</b>
<b>Total Board</b>	<b>2,174</b>	<b>2,105</b>	<b>2,092</b>	<b>(13)</b>	<b>-0.6%</b>

## Changes in Staffing: 2013-14 Revised Budget v. 2014-15 Budget



The "Non-Teachers" category has increased over 2013-14 Revised Estimates, primarily due to additional Early Childhood Educators required for the full implementation of FDK, combined with reinstatements of certain Professional/Paraprofessional support staff (Child & Youth Worker, Psychologists etc.). It also reflects the International Education Supervisor position, offset by reductions in School Administration due to the Our Lady of Lourdes and St. Bernard Elementary school consolidation.

The increase of 5.0 FTE in the "Non-Classroom" category is predominantly due to previously approved positions in the Facility Services department, temporarily held vacant in recent years, as well as maintenance of the custodial complement.

# Revenue Highlights

Provincial grants to school boards are provided through Grants for Student Needs (GSN) and are generated primarily by student enrolment.

The GSN determines each board's overall funding allocation. Property tax revenue provides a part of the allocation and the Province provides additional funding up to the level set by the education funding formulas. School boards do not levy taxes, and the Education taxes received by school boards represent only a cash flow and not a source of funding.

Because funding largely reflects enrolment, the Board must adapt its operation to reflect enrolment changes.

The provincial GSN model is comprised of the following components:

**Pupil Foundation Grant** – base per-pupil allocation that supports the elements of a classroom education that are required by, and generally common to, all students.

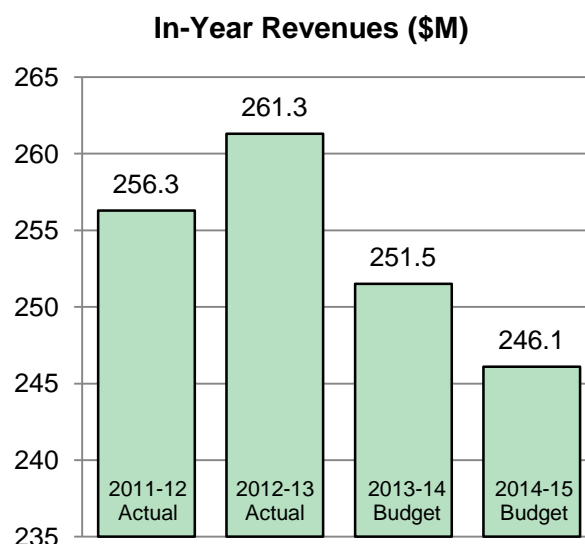
**School Foundation Grant** – provides a base for the costs of in-school administration and leadership as well as supplies for school administration purposes.

**Special Purpose Grants** – provides additional funding to recognize the different level of support required by boards, schools, and students related to location, student and school needs, and a board's demographic profile.

**Debt Service Support** – provides funding to meet annual supported debt repayments (principal and interest), in addition to funding for short-term capital interest costs.

WECD SB generates other additional fees and revenues to support operations through such things as tuition fees from international students, rental and permit income, cafeteria income and bank interest income. A summary of in-year revenue available for compliance is provided below:

The Board's total estimated funding for the 2014-15 fiscal year is \$246.1M as compared to \$251.5M for 2013-14.



Funding Source	2013-14 Revised Budget	2014-15 Budget	\$ Change	% Change
Provincial Grants – GSN	196,960,497	202,233,115	5,272,618	2.7%
Education Program Other (EPO) Grants	12,644,990	2,740,741	(9,904,249)	(78.3%)
Local Taxation Revenue	39,908,518	39,016,093	(892,425)	(2.2%)
Fees/Revenue from Other Sources	2,027,554	2,141,702	114,148	5.6%
<b>Total Revenue for Compliance</b>	<b>251,541,559</b>	<b>246,131,651</b>	<b>(5,409,908)</b>	<b>(2.2%)</b>

A detailed comparison of revenue by grant for the 2012-13, 2013-14 and 2014-15 fiscal years is provided below:

	DETAILED REVENUES				
	2012-13 Financial Statements	2013-14 Revised Budget	2014-15 Budget	Change (2013-14 Revised Budget to 2014-15 Budget)	
				\$ Increase (Decrease)	% Increase (Decrease)
<b>REVENUES (\$Thousands)</b>					
<b>Operating Grants</b>					
Pupil Foundation	111,102	104,991	107,123	2,132	2.0%
School Foundation	15,042	14,611	14,452	(159)	(1.1%)
Special Education	26,915	26,039	25,936	(103)	(0.4%)
French as a Second Language	2,735	2,637	2,589	(48)	(1.8%)
English as a Second Language	1,983	1,897	1,760	(137)	(7.2%)
Learning Opportunities	4,260	4,011	4,096	85	2.1%
Continuing Education	429	448	488	39	8.8%
Adult Education	948	756	735	(21)	(2.8%)
Teacher Qualification & Experience	22,091	23,515	25,030	1,515	6.4%
ECE Qualification & Experience	-	-	800	800	0.0%
Transportation	8,046	7,748	7,775	28	0.4%
Admin and Governance	5,974	5,773	5,777	4	0.1%
School Operations	19,941	19,698	19,667	(31)	-0.2%
First Nation, Métis and Inuit	209	254	293	38	15.0%
Safe Schools Supplement	638	623	618	(5)	-0.7%
Community Use of Schools Grant	296	289	284	(6)	-2.1%
New Teacher Induction Program	100	57	53	(4)	-7.2%
Declining Enrolment	2,540	2,903	3,698	795	27.4%
Temporary Accommodation	146	122	242	120	98.4%
School Renewal - Operating Portion	1,625	2,106	1,453	(653)	-31.0%
Restraint Savings	(89)	(89)	(89)	-	0.0%
Labour Related Enhancements	66	-	-	-	0.0%
Adjustment for mTCA	(154)		(50)	(50)	
<b>Total Operating Grants</b>	<b>224,842</b>	<b>218,389</b>	<b>222,729</b>	<b>4,340</b>	<b>2.0%</b>
<b>Debt Servicing Grants</b>					
Permanent Financing of NPF	1,613	1,613	1,613	-	0.0%
Amortization of DCC	15,141	8,818	9,422	605	6.9%
Capital Debt Support Payment - Interest	8,518	8,049	7,485	(564)	(7.0%)
Short Term Interest	-	-	-	-	0.0%
<b>Total Debt Servicing Grants</b>	<b>25,272</b>	<b>18,480</b>	<b>18,520</b>	<b>40</b>	<b>0.2%</b>
<b>Total Legislative Grants</b>	<b>250,114</b>	<b>236,869</b>	<b>241,249</b>	<b>4,380</b>	<b>1.8%</b>
<b>Other (EPOs &amp; Non-Grant Revenue)</b>	<b>11,154</b>	<b>14,673</b>	<b>4,882</b>	<b>(9,790)</b>	<b>(66.7%)</b>
<b>TOTAL REVENUES</b>	<b>261,268</b>	<b>251,542</b>	<b>246,132</b>	<b>(5,410)</b>	<b>(2.2%)</b>

# Funding for Ministry Initiatives

As shown in the table below, the Ministry targets additional funding to school boards for specific provincial initiatives. These are called EPOs (Education Program-Other grants). These grants are provided outside of the regular operating grants and are often tied to separate contract agreements that require specific reporting on expenditures within set timelines. School boards are required to spend these grants for their intended purposes and the Ministry can take back any unspent funds.

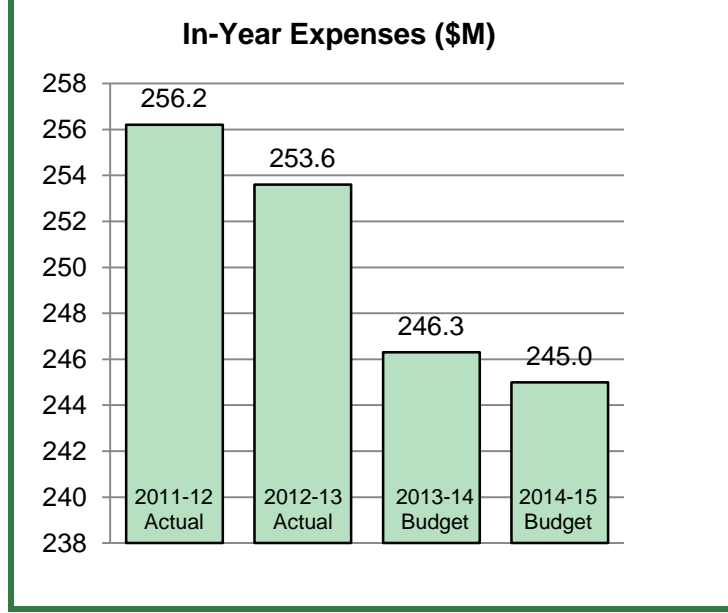
<b>EDUCATION PROGRAM - OTHER (EPO) GRANT REVENUE</b>	
<b>Program</b>	<b>2014-15 Budget</b>
Autism Supports and Training	32,502
Collaborative Inquiry for Learning - Mathematics	45,000
Community Use of Schools - Outreach Coordinators	76,000
Community Use of Schools - Priority Schools	68,000
Early Years Leads Program	85,780
e-Learning Contact Project	105,000
Focus on Youth	250,000
Implementation of Board Mental Health Strategies	17,283
Learning for All K-12 Regional Projects	23,953
Library Staff Investment Project	113,270
Managing Information for Student Achievement (MISA) Local Capacity	42,516
Safe and Accepting Schools	50,099
Small and Northern Boards Mathematics	117,838
Specialist High Skills Major (SHSM)	66,523
Student Success - Building Capacity for Differentiated Instruction	23,439
Student Success - Building Capacity for Effective Instruction in Literacy for Adolescents	23,439
Student Success - Building Capacity for Effective Mathematics Instruction	23,439
Student Success - Collaborative Inquiry for Instructional Impact	23,440
Student Success School and Cross Panel Teams - Supporting Transitions and Innovative Practice	30,203
Student Work Study	120,000
System Implementation and Monitoring (SIM): Regional Network Sessions	25,000
System Implementation and Monitoring (SIM)/Ontario Focused Intervention Partnership (OFIP) Support	146,600
Placeholder for EPOs forecast but not yet announced (has matching expenses with no impact to budget)	1,231,417
<b>Total EPO Grants</b>	<b>2,740,741</b>

# Expenditure Highlights

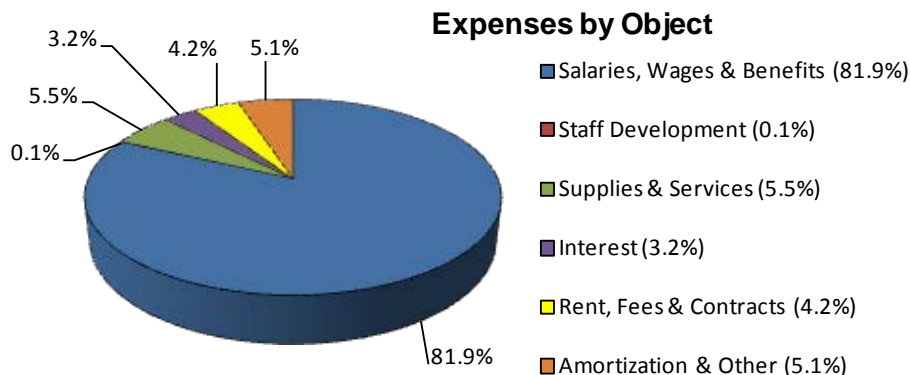
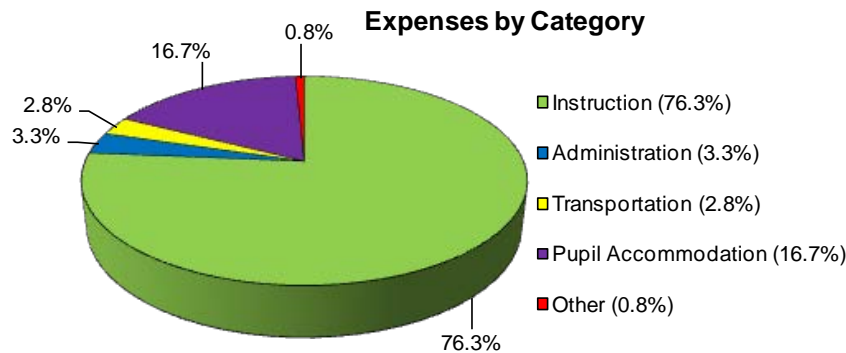
The 2013-14 Revised Estimates expenditure budget was used as the base for the 2014-15 budget, adjusted:

- to exclude one-time budget allocations;
- to include inflationary pressures such as increased utility costs;
- to include contractual/statutory increases due to current collective agreements, service contracts etc.;
- to reflect the most recent PSAB (Public Sector Accounting Board) Actuarial forecasts;
- to include anticipated EPOs offset by matching revenue;
- to reflect the impact of enrolment projections on staffing; and
- to allow for the implementation of Board priorities and previously approved Trustee commitments.

The Board's total estimated expenditures for the 2014-15 fiscal year is \$245.0M as compared to \$246.3M for 2013-14.



WECDsB expenses are largely comprised of labour related costs (salaries and benefits) for staff which typically represent about 82% of total expenditures. WECDsB's central administration costs are less than 4% of the Board's total expenses.





A detailed comparison of expenses for the 2012-13, 2013-14 and 2014-15 fiscal years is provided below:

EXPENSES (\$Thousands)	DETAILED EXPENSES				
	2012-13 Financial Statements	2013-14 Revised Budget	2014-15 Budget	Change (2013-14 Revised Budget & 2014-15 Budget)	
				\$ Increase (Decrease)	% Increase (Decrease)
<b>Instruction</b>					
Teachers	133,102	130,351	128,836	(1,515)	(1.2%)
Supply Teachers	5,498	5,016	5,503	487	9.7%
Educational Assistants / ECEs	17,672	18,969	19,535	566	3.0%
Classroom Computers	855	790	784	(6)	(0.7%)
Textbooks and Supplies	4,088	4,935	4,612	(323)	(6.5%)
Professionals and Paraprofessionals	5,532	5,719	6,005	286	5.0%
Library and Guidance	2,536	2,226	2,267	41	1.9%
Staff Development	938	1,054	712	(343)	(32.5%)
Department Heads	572	559	576	17	3.1%
Principal and Vice-Principals	9,658	8,964	9,132	169	1.9%
School Office	5,688	5,587	5,865	277	5.0%
Co-ordinators and Consultants	2,645	2,763	2,836	73	2.6%
Continuing Education	306	320	320	0	0.1%
Amortization and Write-downs	51	85	44	(41)	(48.4%)
<b>Total Instruction</b>	<b>189,141</b>	<b>187,338</b>	<b>187,027</b>	<b>(310)</b>	<b>(0.2%)</b>
<b>Administration</b>					
Trustees	134	152	152	(0)	(0.0%)
Director/Supervisory Officers	1,808	1,538	1,565	27	1.8%
Board Administration	6,564	6,986	6,436	(550)	(7.9%)
Amortization and Write-downs	11	12	7	(5)	(45.4%)
<b>Total Administration</b>	<b>8,517</b>	<b>8,688</b>	<b>8,160</b>	<b>(528)</b>	<b>(6.1%)</b>
<b>Transportation</b>	<b>7,080</b>	<b>6,784</b>	<b>6,933</b>	<b>149</b>	<b>2.2%</b>
<b>Pupil Accommodation</b>					
School Operations & Maintenance	21,946	21,824	22,501	677	3.1%
School Renewal - Operating Portion	953	1,528	875	(653)	(42.7%)
Other Pupil Accommodation	8,536	8,110	7,541	(570)	(7.0%)
Amortization and Write-downs	15,801	9,443	10,094	651	6.9%
Loss on Disposal of TCA & Assets Held for Sale	(6,644)				
<b>Total Pupil Accommodation</b>	<b>40,592</b>	<b>40,905</b>	<b>41,010</b>	<b>106</b>	<b>0.3%</b>
<b>Other</b>	<b>1,613</b>	<b>2,594</b>	<b>1,886</b>	<b>(709)</b>	<b>(27.3%)</b>
Loss on Disposal of TCA & Assets Held for Sale	6,644	-	-	-	
<b>TOTAL EXPENSES</b>	<b>253,587</b>	<b>246,309</b>	<b>245,017</b>	<b>(1,293)</b>	<b>(0.5%)</b>

2014-15 expenses by category and object are detailed below.

### 2014 - 15 EXPENSE DETAIL BY CATEGORY - ELEMENTARY & SECONDARY COMBINED

Expense Categories	Salaries and Wages	Employee Benefits	Staff Development	Supplies & Services	Interest Charges on Capital	Rent, Fees & Contractual Services	Amortization & Other	Total Expenses
<b>INSTRUCTION</b>								
Classroom Teachers	\$ 113,458,294	\$ 15,342,842	\$ -	\$ 35,025	\$ -	\$ -	\$ -	\$ 128,836,161
Supply Teachers	5,018,813	484,153						5,502,966
Teacher Assistants	12,369,088	3,290,519						15,659,607
Early Childhood Educators	3,066,570	809,007						3,875,577
Textbooks/Supplies				4,257,058		355,388		4,612,446
Computers				783,963				783,963
(Para)Prof./Technicians	4,513,717	1,383,084		104,570		3,500		6,004,871
Library/Guidance	2,028,161	238,877		95				2,267,133
Staff Development	572,472	46,665	92,458					711,595
Department Heads	575,831							575,831
Principals and VPs	7,620,963	1,398,484	106,782	6,000				9,132,229
School Office	4,113,632	1,417,162		333,920				5,864,714
Coord. and Consultants	2,204,646	293,195		325,455		12,500		2,835,796
Continuing Education	291,773	8,972		19,700				320,445
Amortization							44,012	44,012
<b>Instruction Subtotal</b>	<b>\$ 155,833,960</b>	<b>\$ 24,712,960</b>	<b>\$ 199,240</b>	<b>\$ 5,865,786</b>	<b>\$ -</b>	<b>\$ 371,388</b>	<b>\$ 44,012</b>	<b>\$ 187,027,346</b>
<b>ADMINISTRATION</b>								
Trustees	\$ 106,691	\$ 3,608	\$ 13,400	\$ 19,000	\$ -	\$ -	\$ 9,000	\$ 151,699
Director/Supervisory Officers	1,242,646	279,650	17,500	25,578				1,565,374
Board Administration	2,755,864	995,803	16,065	506,418		1,720,982	441,361	6,436,493
Amortization							6,574	6,574
<b>Administration Subtotal</b>	<b>\$ 4,105,201</b>	<b>\$ 1,279,061</b>	<b>\$ 46,965</b>	<b>\$ 550,996</b>	<b>\$ -</b>	<b>\$ 1,720,982</b>	<b>\$ 456,935</b>	<b>\$ 8,160,140</b>
<b>TRANSPORTATION</b>								
Pupil Transportation	\$ 239,263	\$ 74,994	\$ 2,940	\$ 25,421	\$ -	\$ 6,584,141	\$ 6,482	\$ 6,933,241
<b>Transportation Subtotal</b>	<b>\$ 239,263</b>	<b>\$ 74,994</b>	<b>\$ 2,940</b>	<b>\$ 25,421</b>	<b>\$ -</b>	<b>\$ 6,584,141</b>	<b>\$ 6,482</b>	<b>\$ 6,933,241</b>
<b>PUPIL ACCOMMODATION</b>								
School Oper./Maintenance	\$ 10,779,021	\$ 3,588,127	\$ 6,042	\$ 7,084,224	\$ -	\$ 1,041,402	\$ 2,000	\$ 22,500,816
School Renewal-Operating					275,000	600,000		875,000
Other Pupil Accommodation					7,486,650	54,009		7,540,659
Amortization							10,093,757	10,093,757
<b>Pupil Accom. Subtotal</b>	<b>\$ 10,779,021</b>	<b>\$ 3,588,127</b>	<b>\$ 6,042</b>	<b>\$ 7,084,224</b>	<b>\$ 7,761,650</b>	<b>\$ 1,695,411</b>	<b>\$ 10,095,757</b>	<b>\$ 41,010,232</b>
<b>OTHER</b>								
Other Non-Oper. Expenses							1,720,605	1,720,605
Provision for Contingencies							165,000	165,000
<b>Subtotal - Other</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,885,605</b>	<b>\$ 1,885,605</b>
<b>TOTAL EXPENSES</b>	<b>\$ 170,957,445</b>	<b>\$ 29,655,142</b>	<b>\$ 255,187</b>	<b>\$ 13,526,427</b>	<b>\$ 7,761,650</b>	<b>\$ 10,371,922</b>	<b>\$ 12,488,791</b>	<b>\$ 245,016,564</b>

The challenges cited previously made this budget difficult to balance within available funding, given that 81.9% of the Board's budget is salaries and benefits, which is determined by Ministry ratios, collective agreements, legislative compliance, and student needs.

Senior Administration identified the following **reductions** relative to the 2013-14 Revised Budget Estimates:

- Staffing reductions related to enrolment pressures
- Reduction to non-staff budgets (miscellaneous line-by-line account reductions)

While the 2014-15 budget required reductions to balance, Administration found it necessary to **add** the following in order to respond to system needs beyond required ratios or legislation:

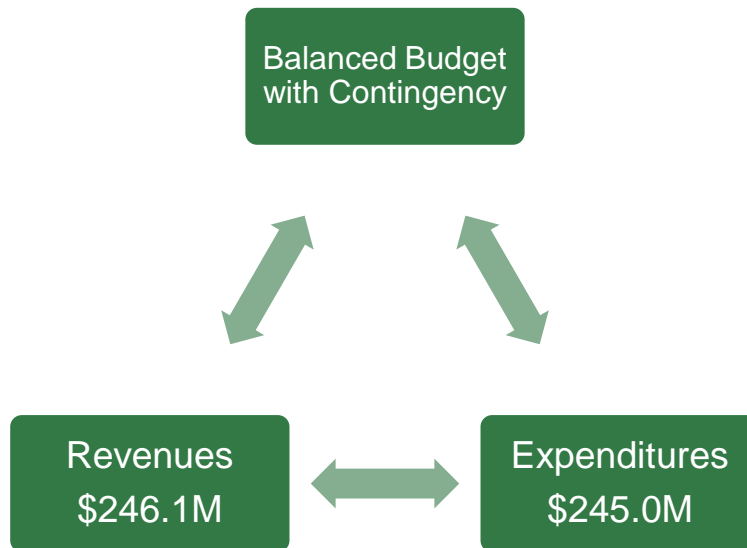
- 1 English as a Second Language (ESL) and 1 Special Education Teacher
- Provision for grievance settlements
- Resources for French Immersion, ESL and Psychology Test Updates
- Contractual increases for agreements and fees
- Reinstatement to the budget of Chief Psychologist and two 0.5 FTE Psychologist positions
- Professional Development for Information Technology staff
- Increased provision for sick leave
- School Operations & Maintenance cost increases (pest control, HVAC, utilities)
- 1 International Education Supervisor to replace vacant position
- Facility Services Staff additions (previously approved)
- Additional Transportation costs to reflect certain route plans and schedule changes in 2014-15
- Provision for purchase of 2 replacement vehicles for Facility Services

A reconciliation of expenses between the starting point for the 2014-15 Budget (i.e. 2013-14 Revised Budget) and the 2014-15 Budget is summarized below:

	<b>Amount (\$M)</b>
<b>2013-14 Revised Budget Expenses</b>	<b>246.3</b>
Expenditure Reductions	(2.6)
Expenditure Additions	1.6
Public Sector Accounting Board (PSAB) Adjustments	(0.1)
Other Net Adjustments	(0.2)
<b>2014-15 TOTAL BUDGETED EXPENSES</b>	<b>245.0</b>

# Financial Summary

The Windsor-Essex Catholic District School Board has presented a balanced budget for the 2014-15 school year totaling \$245.0M.



## Summary of Financial Results

(\$Thousands)	2012-13 Financial Statements	2013-14 Revised Budget	2014-15 Budget	Change (13-14 Rev. Budget to 14-15 Budget)	
				\$	%
<b>REVENUE</b>					
Operating	224,842	218,389	222,728	4,339	2.0%
Capital	25,272	18,480	18,520	40	0.2%
Other	11,154	14,673	4,882	(9,790)	(66.7%)
<b>Total Revenue</b>	<b>261,268</b>	<b>251,542</b>	<b>246,131</b>	<b>(5,410)</b>	<b>(2.2%)</b>
<b>EXPENSES</b>					
Instruction	189,141	187,338	187,027	(310)	(0.2%)
Other Operating	15,597	15,473	15,093	(379)	(2.5%)
Pupil Accommodation & Other	48,849	43,499	42,896	(603)	(1.4%)
<b>Total Expenses</b>	<b>253,587</b>	<b>246,309</b>	<b>245,017</b>	<b>(1,293)</b>	<b>(0.5%)</b>
<b>In-Year Surplus/(Deficit)</b>	<b>7,681</b>	<b>5,232</b>	<b>1,115</b>	<b>(4,118)</b>	<b>(78.7%)</b>

Operating allocation to be used in By-Law contingency calculation = \$222,938,933 x 0.5% = **\$1,114,695**

# Accumulated Surplus

Revenues less expenses generate an annual or “in-year” surplus or deficit. The annual balance accumulates from one year to the next, and is referred to as the accumulated surplus/deficit. The accumulated surplus can be set aside or “internally appropriated” by the Board for specific purposes (formerly known as internally restricted reserves) such as reserves for working funds, retirement gratuities, capital reserves not required by legislation and so forth.

The following table shows the actual balance of the accumulated surplus/deficit available for compliance for the last 2 years, as well as the current forecast for 2013-14 and the projection for 2014-15:

	2011-12 Actual	2012-13 Actual	2013-14 Forecast	2014-15 Estimates
Opening Balance	(2,480,490)	(2,289,464)	5,392,637	10,492,076
Contributions	191,026	7,682,101	5,099,439	1,115,087
Draws	-	-	-	-
<b>Closing Balance</b>	<b>(2,289,464)</b>	<b>5,392,637</b>	<b>10,492,076</b>	<b>11,607,163</b>

As can be seen from the table above, the Board successfully ended the 2012-13 fiscal year with an in-year surplus (i.e. “contribution”) of \$7.68M, which eliminated the previous years’ accumulated deficit. This was achieved through a significant reduction in ongoing expenditures, including post-retirement benefits for those over the age of 65, as required by legislation.

Section 13:05 of the Board By-Laws states that the Board shall include in its budget an annual contingency amount to be set at no less than 0.5% of the Board’s operating allocation for the budget year being approved. As such, the 2014-15 Budget Estimates contains a projected in-year surplus of \$1,115,087, which results in a forecast accumulated surplus of \$11,607,163.

The components of the forecast 2014-15 Accumulated Surplus are detailed below.

Components of Accumulated Surplus, Available for Compliance	2014-15 Estimates
Operating surplus	9,982,090
School Renewal	171,786
Benefit Plan	1,015,577
Sinking fund interest	437,710
<b>TOTAL</b>	<b>11,607,163</b>



# Capital & Debt

## Capital Asset Additions

The 2014-15 Final Budget reflects planned asset additions of \$9,340,129, summarized below.

	<b>Amount</b>
Construction in Progress – New Elementary School Buildings	3,652,536
Land Improvements	4,624,739
Computer Hardware	700,000
Vehicles	220,000
First Time Equipping (items to furnish and equip schools)	50,000
<b>TOTAL EXPENDITURES</b>	<b>9,340,129</b>

For all capital assets in service (i.e. excluding those assets that are still considered “construction in progress”), the Board must calculate depreciation. The annual depreciation expense projected in 2014-15 as calculated on the Board’s total capital asset net book value of \$231M is \$10,144,343. It is this amount that forms part of the Board’s projected \$245M expenditure budget in 2014-15.

The \$9.3M of capital expenditures have been balanced against available Ministry funding, as identified in the table below.

	<b>Funding Source</b>
Full-Day Kindergarten	1,389,630
Capital Priorities Grant – Major Capital	3,407,914
School Condition Improvement Allocation	2,839,902
School Renewal Allocation (portion spent on capital)	1,652,683
Minor Tangible Capital Assets (moveable type assets)	50,000
<b>TOTAL FUNDING</b>	<b>9,340,129</b>

The Ministry also continues to provide funding for the renewal of facilities through the School Renewal and School Condition Improvement Allocations, recognizing the large provincial and local renewal backlog.

### School Renewal

- Grant of \$3,105,321 in 2014-15
- Addresses the costs of repairing and renovating schools
- Can be spent on operating and capital expenses, but limit is set on amount of operating spending in 2014-15
- Unspent funds at year-end are deferred to the following year for future school renewal expenses
- 2014-15 planned projects on page 23

### School Condition Improvement

- Grant of \$2,839,902 in 2014-15
- Provided to address school renewal needs
- Can only be spent on depreciable renewal expenditures that are expected to remain open and operating for at least five years
- Cannot use funding to expand size of schools, build new schools or service debt
- Unspent funds at year-end are deferred to the following year for future spending
- 2014-15 planned projects on page 24

### 2014-15 School Renewal

Project / School	Project Description	Projected Cost
<b>SCHOOL PROJECTS</b>		
Elementary	Based on project list, TCPS, assessments	300,000
Secondary	Based on project list, TCPS, assessments	200,000
<b>Sub Total</b>		<b>500,000</b>
<b>FLOORING</b>		
Various Schools	Carpet replacement, floor finishes	100,000
<b>Sub Total</b>		<b>100,000</b>
<b>ROOFING</b>		
Various Schools	Minor roof patching	100,000
<b>Sub Total</b>		<b>100,000</b>
<b>MECHANICAL-PLUMBING</b>		
Various Schools	Washroom renovations	150,000
<b>Sub Total</b>		<b>150,000</b>
<b>MECHANICAL-HVAC</b>		
Elementary	Boiler Replacement & Upgrades	175,000
Secondary	Boiler Replacement & Upgrades	175,000
<b>Sub Total</b>		<b>350,000</b>
<b>WINDOWS</b>		
Elementary	Replace exterior windows	50,000
Secondary	Replace exterior windows	50,000
<b>Sub Total</b>		<b>100,000</b>
<b>SECURITY</b>		
Secondary Schools	Camera upgrades	40,000
All Secondary Schools	Swipe Access	20,000
<b>Sub Total</b>		<b>60,000</b>
<b>FIRE PROTECTION</b>		
Elementary	Fire panel replacements	50,000
Secondary	Fire panel replacements	50,000
<b>Sub Total</b>		<b>100,000</b>
<b>ACCESSIBILITY</b>		
Various Schools	Address accessibility issues	50,000
<b>Sub Total</b>		<b>50,000</b>
<b>OTHER</b>		
Various Schools	MTEL Phone system upgrades	110,000
Various Schools	Wireless network in school sites	110,000
St. Thomas of Villanova	Water sewage treatment services	80,000
Unassigned		442,683
Provision for Unsupported Debt		852,638
<b>Sub Total</b>		<b>1,595,321</b>
<b>TOTAL PROJECTS</b>		<b>3,105,321</b>

**2014-15 School Condition Improvement**

<b>Project / School</b>	<b>Project Description</b>	<b>Projected Cost</b>
<b>PAVING</b>		
Various Schools	To be assessed upon completion of 2014 summer projects	500,000
Our Lady of Mount Carmel	Bus Bay net of City Contribution	200,000
<b>Sub Total</b>		<b>700,000</b>
<b>ROOFING</b>		
Various Schools	To be assessed upon completion of 2014 summer projects	1,200,000
<b>Sub Total</b>		<b>1,200,000</b>
<b>HVAC</b>		
Boiler Replacement	To be assessed upon completion of 2014 summer projects	250,000
Other HVAC projects	To be determined	175,000
<b>Sub Total</b>		<b>425,000</b>
<b>BUILDING RENOVATIONS</b>		
F.J. Brennan HS	Additional programming changes	100,000
Assumption HS	Aerospace programming requirements	100,000
Various Schools	Other capital – To be determined	314,902
<b>Sub Total</b>		<b>514,902</b>
<b>TOTAL PROJECTS</b>		<b>2,839,902</b>

**Capital Deficit**

Under previous administrations, the Board undertook the construction of facilities not fully supported by grant revenues. As a result, there is a capital deficit or unsupported debt, meaning capital debt that is not supported with grant revenues from the Province to meet principal and interest payments. This debt affects the Board each year in the form of unsupported amortization expense, which is projected to be approximately \$722K per year.

**Projected Unsupported Debt at August 31, 2015:**

Deferred Capital Grant Contributions	\$196.2M
Tangible Capital Assets (less land)	<u>209.3M</u>
Unsupported Spending	13.1M
Add: Capital deficit on land	<u>1.0M</u>
<b>TOTAL</b>	<b>\$14.1M*</b>

\* Excludes interest costs required to service the debt

**Capital Deficit Funding Sources:**

- Amount appropriated in accumulated surplus
- Future and current property sales

The Board needs to annually appropriate accumulated surplus and/or annually apply proceeds from the sale of properties to reduce the capital deficit.



# Special Education

The Special Education Grant provides additional funding for students who need special education programs, services and/or equipment.

The Ministry requires that Special Education funding can only be used for special education purposes. Any unspent funding at the conclusion of the fiscal year must be deferred so it can be used to fund special education programs in the following year.

The Ministry has revised the formula in recent years and continues to refine it in response to sector demand. In 2014-15, a new model for the High Needs Amount (HNA) Allocation will be introduced and phased in over four years. The new model better reflects the variation among boards with respect to students with special education needs and boards' abilities to meet those needs, thus making the HNA Allocation more fair and equitable.



WECDsB's inclusive model of Special Education service delivery expresses its commitment to educate each child to the maximum extent in the classroom he or she attends. It involves bringing the support services to the child rather than moving the child to the services. This model however causes budget pressures as the number of students with special needs continues to increase each year. As a result, the Board annually overspends its allocation in this area, which is a typical characteristic of almost every Ontario school board. This is particularly evident in 2014-15, where the reduced grant revenues from declining enrolment, combined with increased pupils with special needs and a commitment to maintain 2013-14 level of program delivery, has resulted in a \$1.7M gap between the expenses and funding.

The total annual Special Education expenditures, funding and surplus/deficit are shown in the table below:

<b>Special Education</b>	<b>2011-12 Actual</b>	<b>2012-13 Actual</b>	<b>2013-14 Revised Budget</b>	<b>2014-15 Budget</b>
Salary and benefits	27,059,902	27,394,118	26,607,287	26,978,714
Supplies and services	441,258	394,115	846,182	581,709
Fees and contracts	474,205	109,702	123,900	140,424
Staff development	42,050	3,642	8,000	8,000
<b>Total Expenses</b>	<b>28,017,415</b>	<b>27,901,577</b>	<b>27,585,369</b>	<b>27,708,847</b>
Self-contained class allocation	(129,053)	(93,024)	(96,395)	(61,483)
<b>Net Expenses</b>	<b>27,888,362</b>	<b>27,808,553</b>	<b>27,488,974</b>	<b>27,647,364</b>
<b>Total Funding</b>	<b>27,897,102</b>	<b>27,786,757</b>	<b>27,296,436</b>	<b>25,935,572</b>
<b>Surplus/(Deficit)</b>	<b>8,740</b>	<b>(21,796)</b>	<b>(192,538)</b>	<b>(1,711,792)</b>

# Administration & Governance

The School Board Administration and Governance Grant provides funding for administration and governance costs such as operating board offices and central facilities, board-based staff and expenditures, including supervisory officers and their secretarial support.

A Board Administration and Governance Advisory Group (BAAG) was established in 2010 to provide advice with respect to the development of a new grant allocation model for school board administration, to replace the previous model that was largely driven by enrolment. The group concluded its review in 2013-14, and in 2014-15 the Ministry will begin phasing in a new model for the grant, as recommended by the BAAG. The new model for Board Administration results in funding that better reflects the administrative functions that each board must carry out and the key cost drivers for each of those functions.

The new Board Administration funding model will be phased in over four years, with approximately 75% of the funding to boards being generated by the old model in 2014-15, and 25% of the funding being generated by the new model as follows:

75 Percent	+	25 Percent	=	100 Percent
Current Allocation (old model)		New Core Functions (new model)		2014-15 Allocation
1. Directors and Supervisory Officers 2. Board Administration 3. Multiple Municipalities: (recognizes the additional costs for boards that are required to interact with a large number of municipalities)		1. Director of Education 2. Senior Administration 3. Director's Office 4. Human Resources 5. Finance 6. Payroll 7. Purchasing 8. Administration & Other Supports 9. Information Technology 10. Non-Staff		\$5,606,337

The following four allocations were not affected by the new model, and are not included in the 2014-15 allocation noted above:

- Trustees
- Reporting Entity Project (funding to support school boards with the costs of preparing and reporting financial information to the Province for the public account consolidation purpose)
- Parent Engagement Funding
- Internal Audit

Province wide, the new allocation model is intended to be fiscally neutral, although there are some redistributive impacts between boards. For WECDSB, the new model generates approximately \$77K more funding than the previous enrolment based model provided.

Over the last several years, significant budgetary reductions have been made to administrative functions to assist in balancing the budget and to minimize reductions impacting schools and students. In 2014-15, the Board remains compliant with the restrictions placed on the Administration envelope, with net administration expenditures \$225,527 less than the funding provided, allowing the difference to be redirected to other programs and services of the Board.

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# Ministry of Education Reporting Dates

Financial reporting, monitoring, and auditing are important elements of an overall accountability framework associated with funding that is provided for education. The Ministry continues to monitor that grant claims by school boards are in accordance with the grant regulations and that school boards are in compliance with provincial standards and legislation, and funding envelopes.

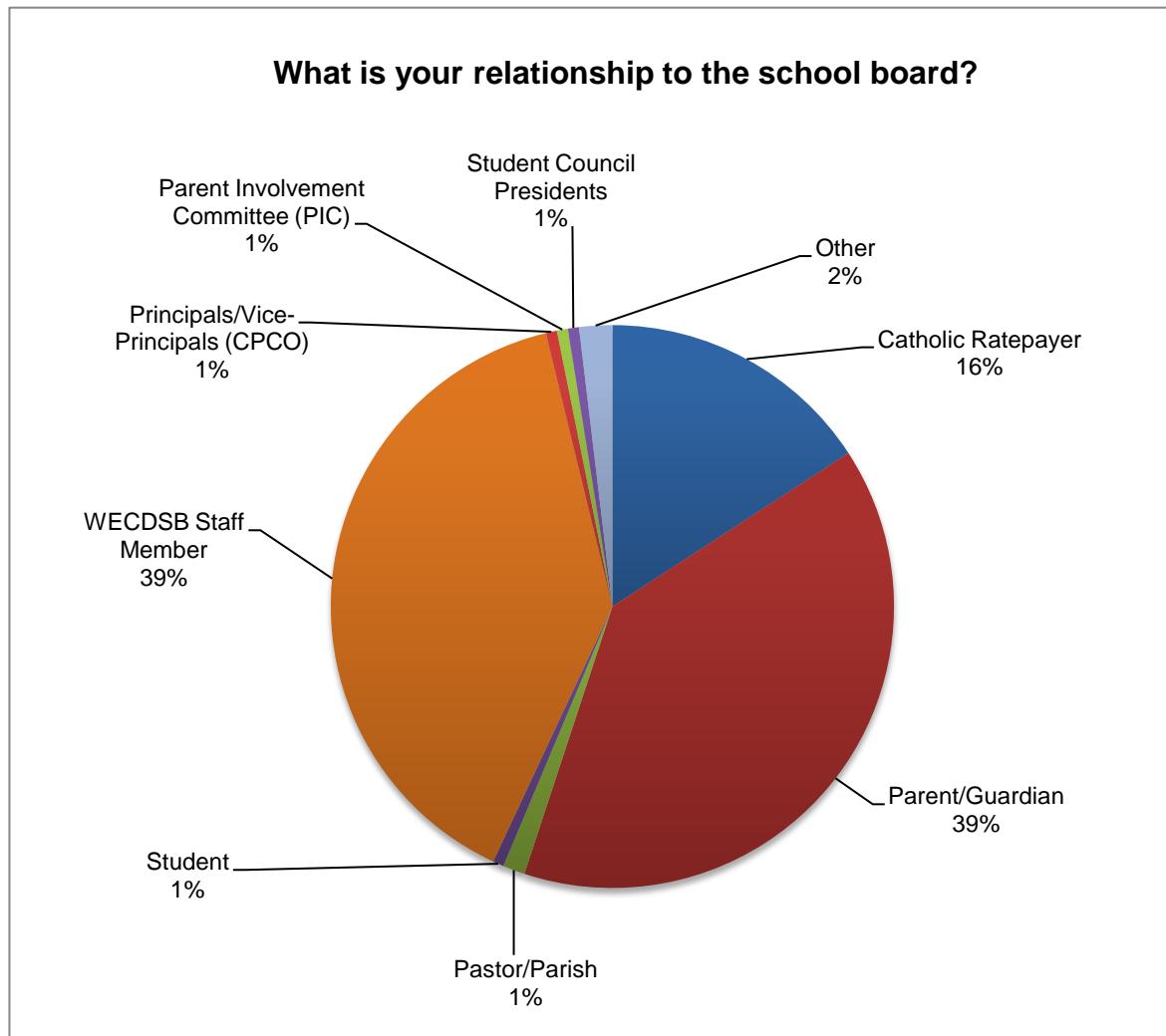
The Ministry has established the following dates for submission of financial reports in 2014–15.

June 30, 2014	Board Estimates for 2014–15
November 14, 2014	Board Financial Statements for 2013–14
November 28, 2014	Board Enrolment Projections for 2015–16 to 2018–19
December 15, 2014	Board Revised Estimates for 2014–15
May 15, 2015	Board Financial Report for September 1, 2014 to March 31, 2015

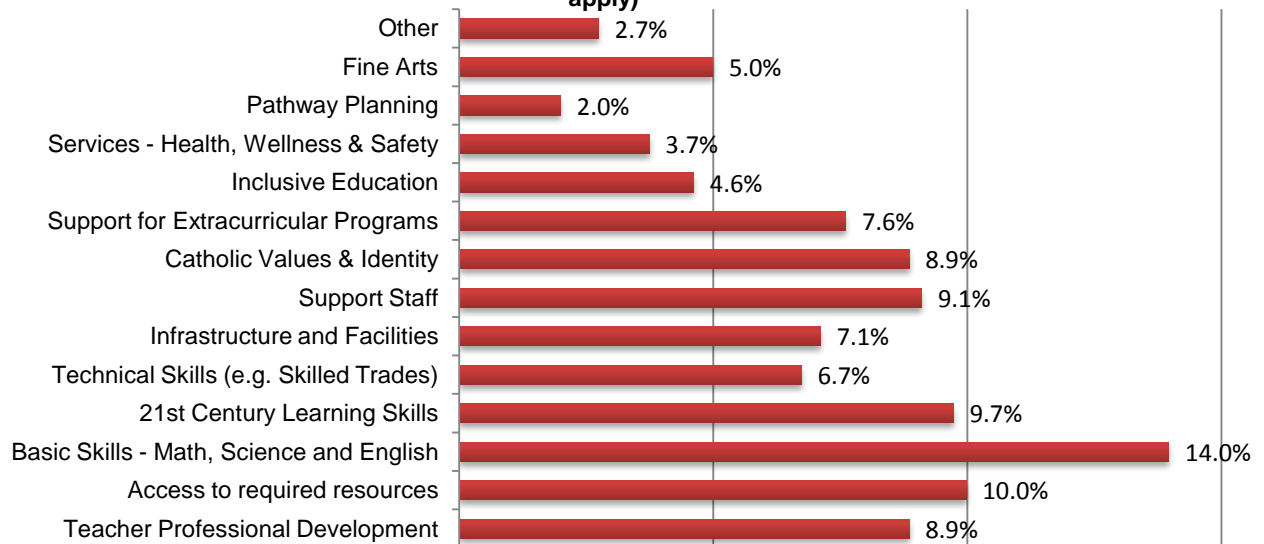
Some of the measures that the Ministry has taken to ensure compliance by school boards include:

- withholding grants when a board is not in compliance,
- requiring boards to prepare and submit deficit management plans when necessary, and
- directing boards to take measures to become compliant.

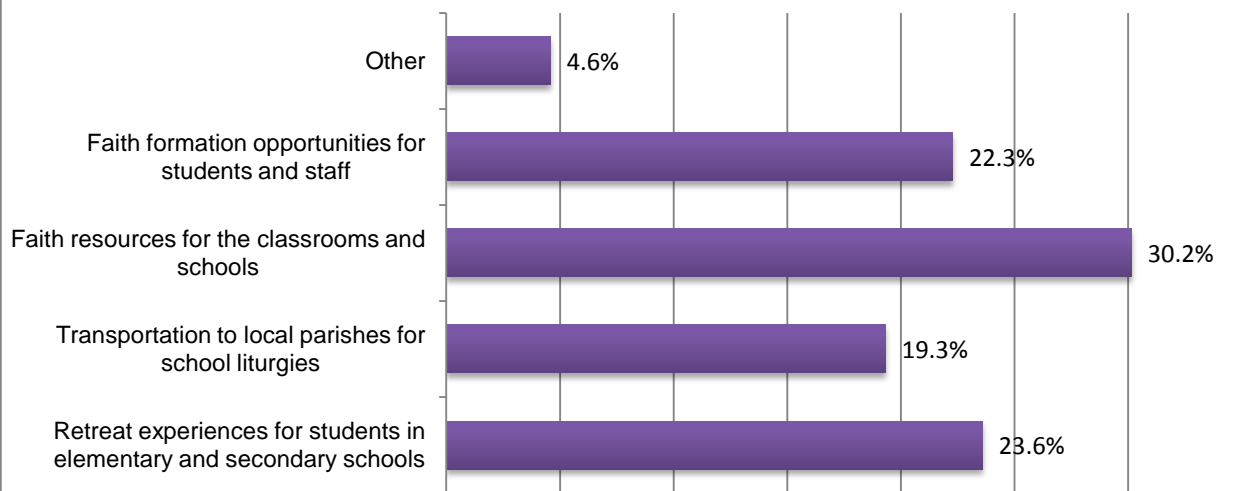
# Appendix I: Budget Consultation Survey Results

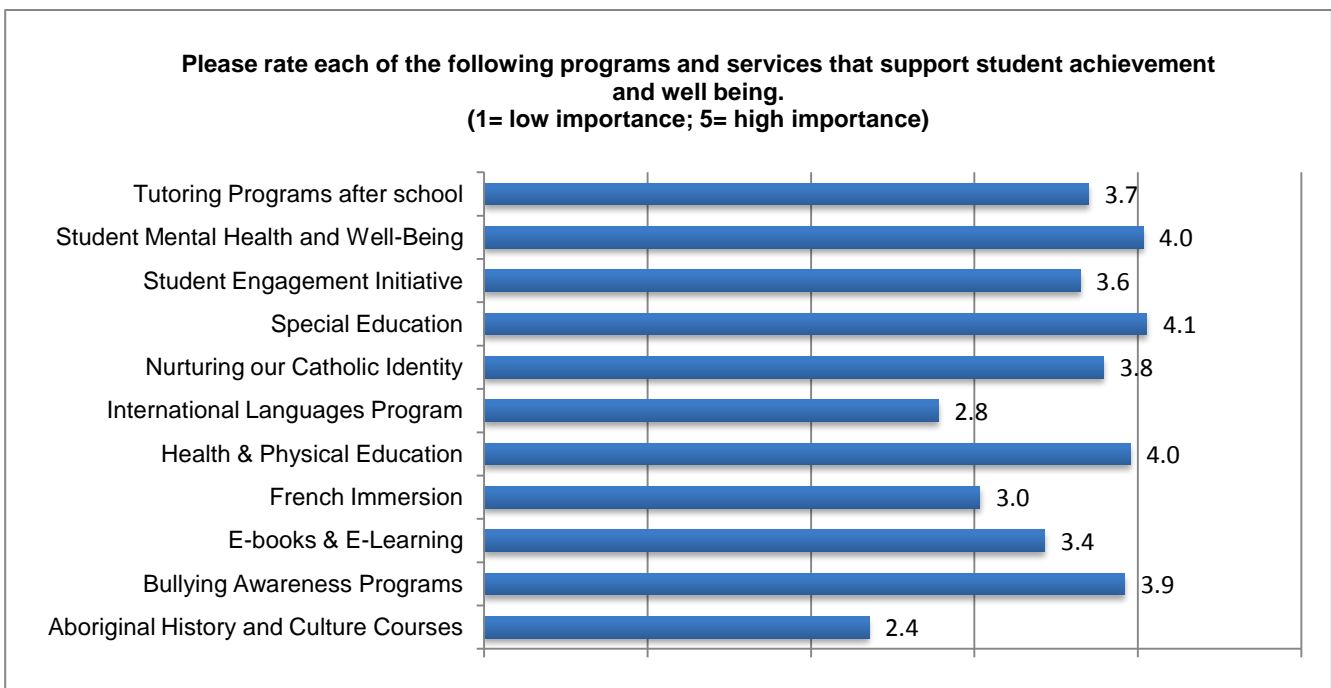
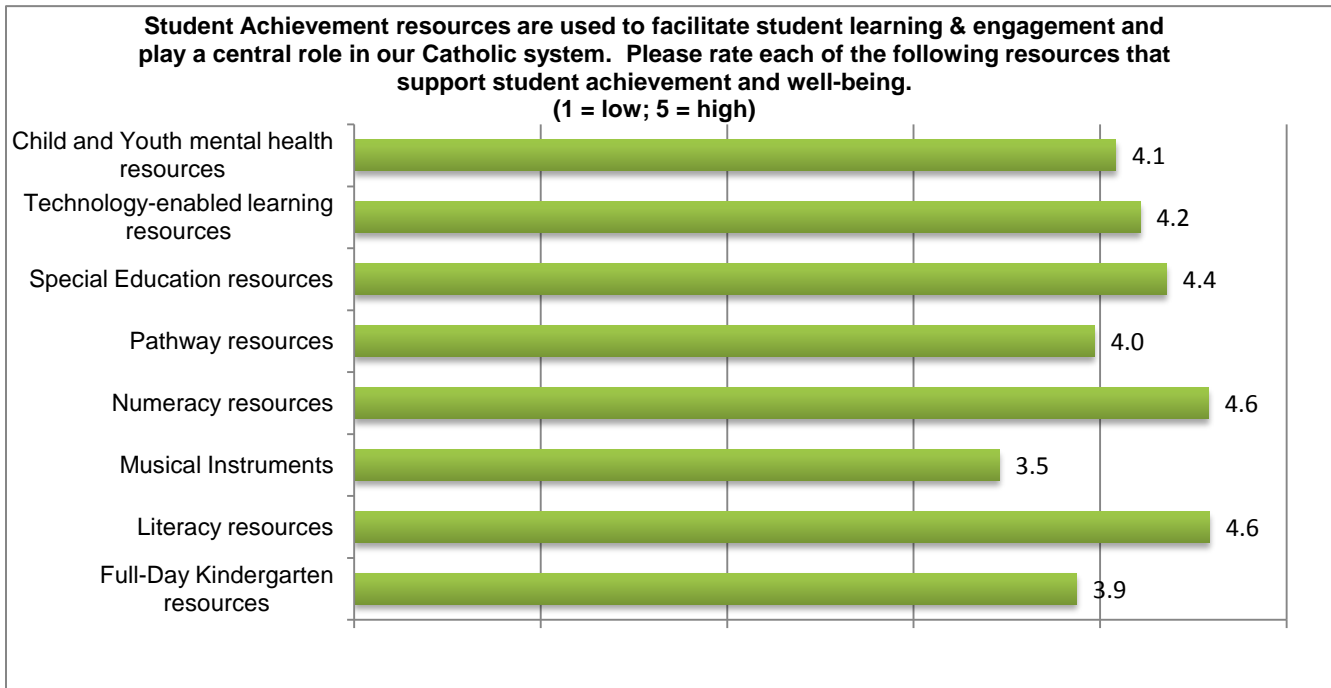


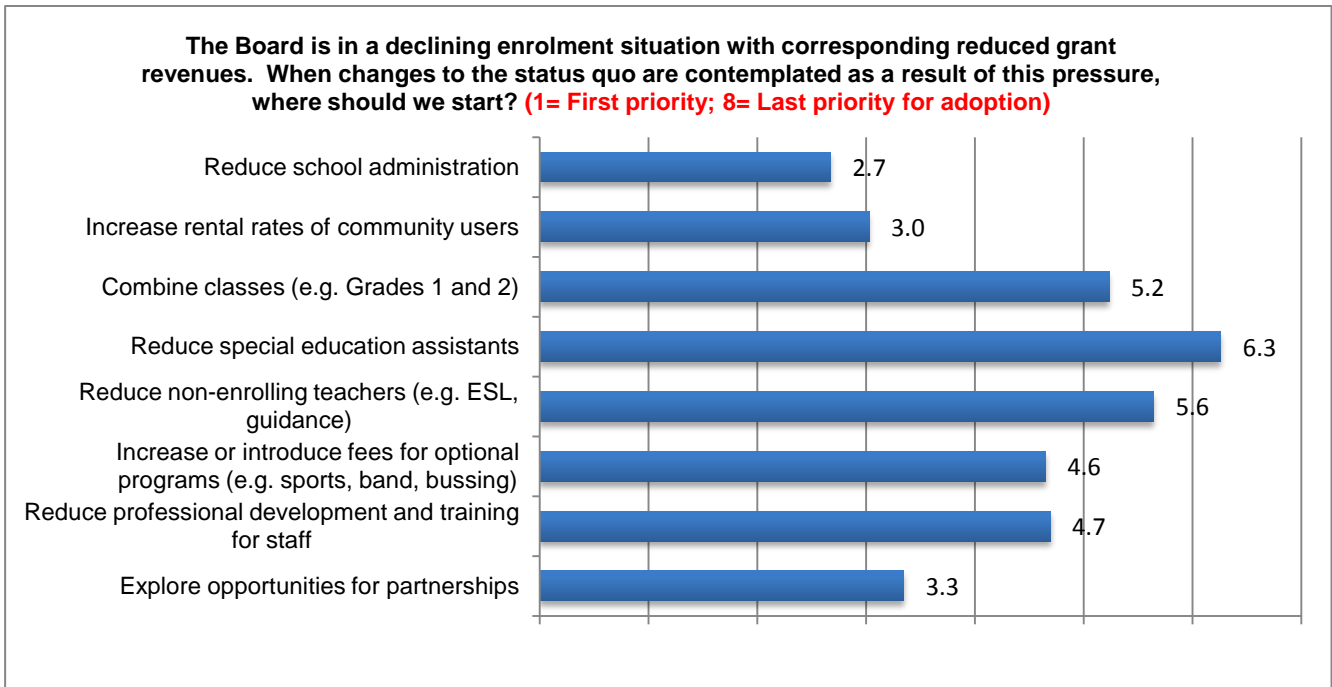
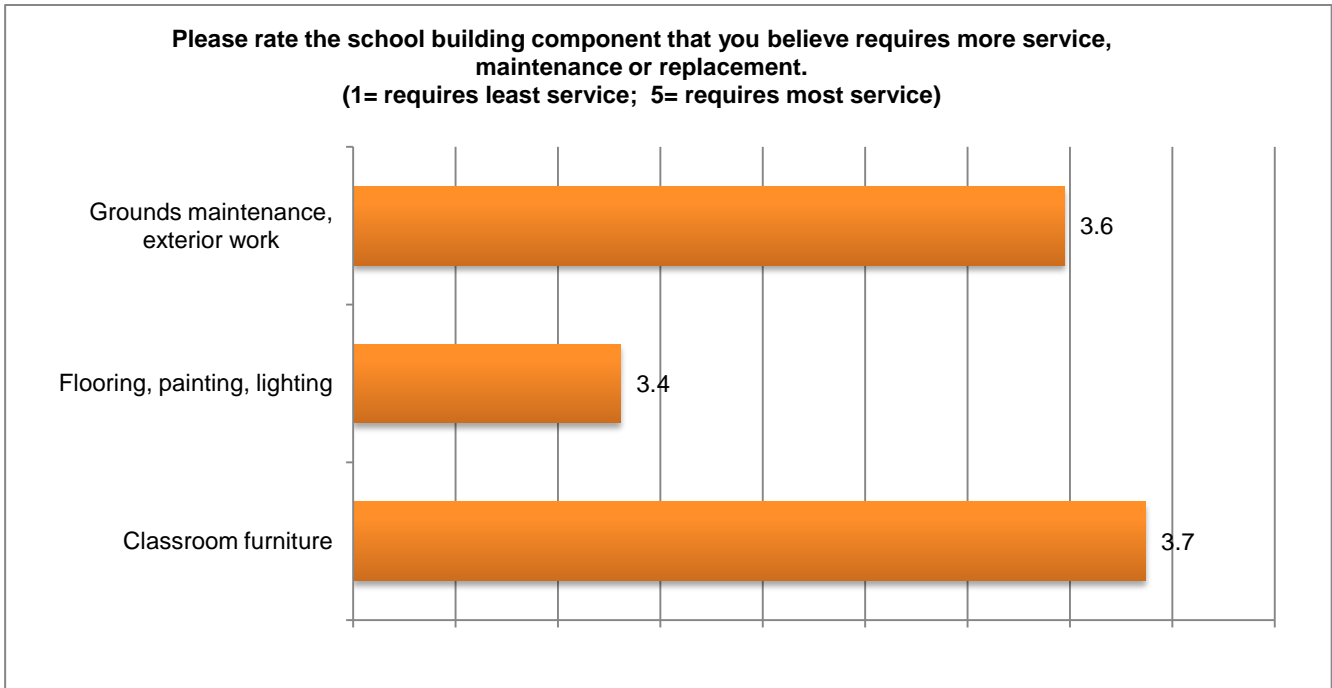
**As a stakeholder of the Windsor-Essex Catholic District School Board, which items would you like the Board to consider as essential to the education of children? (Select all that apply)**

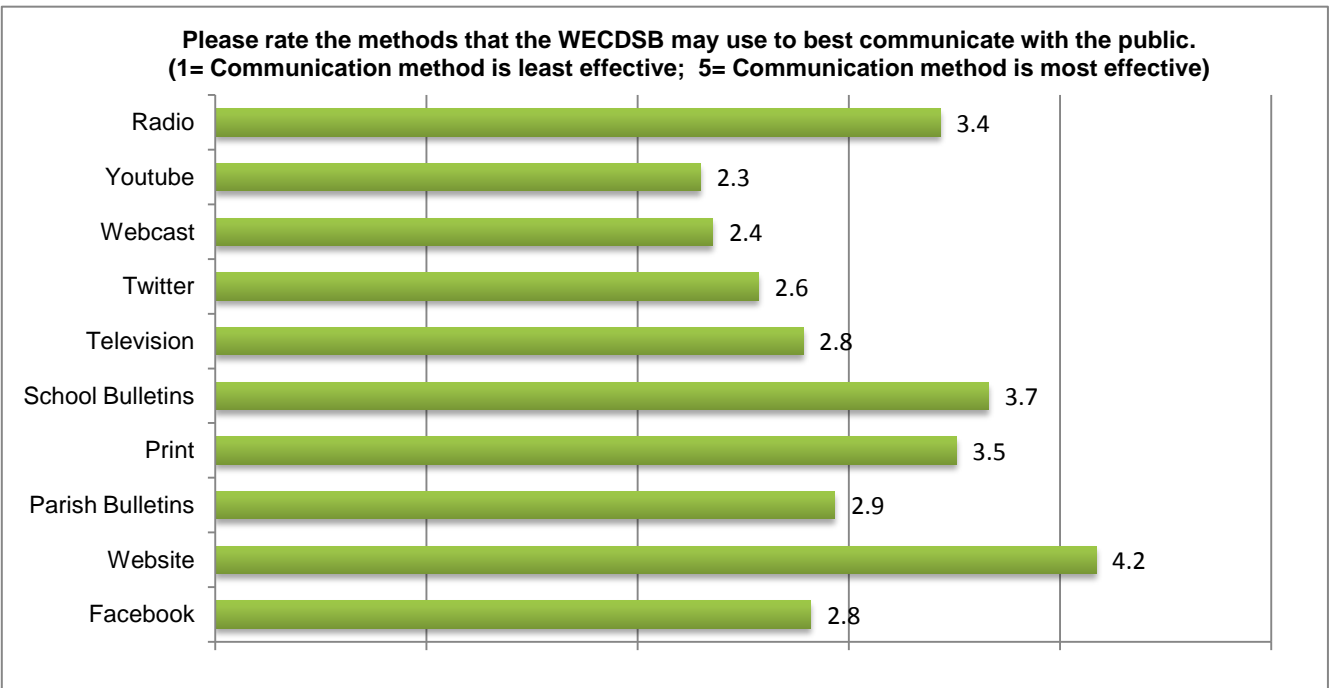
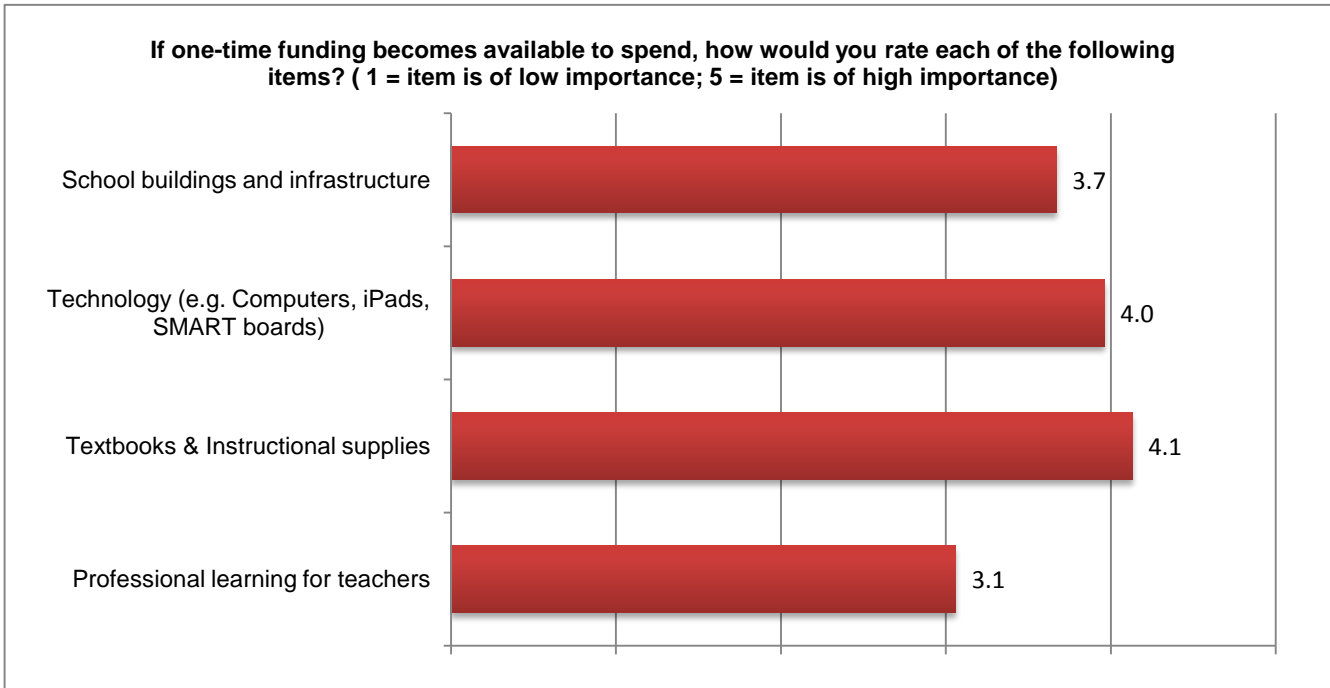


**Faith development plays a central role in our Catholic system. Where do you believe efforts should be focused in the area of faith development? (Select all that apply)**











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## Appendix II: Abbreviations

ADE	Average Daily Enrolment
BAAG	Board Administration and Governance Advisory Group
CICA	Canadian Institute of Chartered Accountants
CUS	Community Use of Schools
DCC	Deferred Capital Contributions
DEA	Declining Enrolment Adjustment
ECE	Early Childhood Educator
EFIS	Education Financial Information System
EPO	Education Programs, Other
ESL	English as a Second Language
FDK	Full-Day Kindergarten
FSL	French as a Second Language
SFIS	School Facilities Inventory System
FTE	Full-Time Equivalent
GSN	Grants for Student Needs – Legislative Grants for the 2014-2015 School Board Fiscal Year
GAAP	Generally Accepted Accounting Principles
HNA	High Needs Amount
JK	Junior Kindergarten
MISA	Managing Information for Student Achievement
MOE	Ministry of Education
mTCA	Minor Tangible Capital Assets
NPF	Not Permanently Financed
NPP	New Pupil Places
NTIP	New Teacher Induction Program
OFIP	Ontario Focused Intervention Partnership
PSAB	Public Sector Accounting Board
Q&E	Qualifications and Experience
SBEM	School Board Efficiencies and Modernization
SSC	School Consolidation Capital
SCI	School Condition Improvement
SHSM	Specialist High Skills Major
SIM	System Implementation and Monitoring
SK	Senior Kindergarten
TCA	Tangible Capital Assets
TCPS	Total Capital Planning Solution



For more information about the 2014-15 budget, please contact:  
Penny King, Superintendent of Business  
Windsor-Essex Catholic District School Board  
1325 California Avenue, Windsor, Ontario N9B 3Y6  
(519) 253-2481, extension 1247  
[suptbusiness@wecdsb.on.ca](mailto:suptbusiness@wecdsb.on.ca)