



**WINDSOR-ESSEX CATHOLIC
DISTRICT SCHOOL BOARD**

"Learning together in faith and service"

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

**SPECIAL
REGULAR BOARD MEETING
Monday, January 19, 2015 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: *None*
7. Delegations:
 - a. Sherri Ristanovic, Vice Chair of St. Anne Catholic Elementary French Immersion School - Catholic School Council, to speak in support of French Immersion programs.
 - b. Shannon Porcellini and Lisa Nelson, Canadian Parents for French – Windsor-Essex, to speak in support of the investment and expansion of French Immersion.
8. Action Items: *None*
9. Communications: *None*
 - a. External (Associations, OCSTA, Ministry):
 - b. Internal (Reports from Administration)
10. Committee Reports: *None*
11. Unfinished Business: *None*

12. New Business:
 - a. Report: Expansion of Elementary French Immersion Programs (C. Geml) 1-12
13. Notice of Motion:
14. Remarks and Announcements:
 - a. Chairperson of the Board
 - b. Director of Education
 - c. Board Chaplain
15. Remarks/Questions by Trustees
16. Pending Items: *None*
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, January 27, 2015
 - Tuesday, February 24, 2015
 - Tuesday, March 24, 2014
 - Tuesday, April 28, 2015
 - Tuesday, May 26, 2015
 - **MONDAY**, June 22, 2015

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. Adjourn to In-Camera meeting, if required:
19. Closing Prayer
20. 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

**Special
Meeting Date:**
January 19, 2015

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: EXPANSION OF ELEMENTARY FRENCH IMMERSION PROGRAM

RECOMMENDATION:

That approval be granted for the designation of the former St. Gregory Catholic Elementary School site as a Phased-in single track French Immersion school beginning September 2015; and

That approval be granted for the establishment of a dual track English and French Immersion programs at St. Joseph Catholic Elementary School beginning September 2015; and

That approval be granted to implement boundary adjustments for the above designated French Immersion sites.

SYNOPSIS:

At the December 16, 2014 Board meeting, the Board approved in principle, the establishment of two additional elementary French Immersion sites based on the results of the feasibility study and system-wide French Immersion survey, November 2014.

BACKGROUND COMMENTS:

- On September 23, 2014 the Board approved the initiation of a feasibility study to determine interest in expanding the elementary French Immersion program.
- On October 9, 2014 the French Immersion Advisory Committee provided input to administration with respect to a proposed draft French Immersion system survey.
- On October 16, 2014 a letter was sent home to advise all school communities of the Windsor-Essex Catholic District Board's French Immersion feasibility study. The letter also provided parents with the survey link via the board's website and the option of receiving the survey as a paper copy from their community Catholic school.

A Synervoice message was sent to the affected communities informing them of the feasibility study, the survey link and the two-week time frame in which to complete it.

- Data analysis of the system survey results took place from October 31st to November 5th.
- On November 6, 2014 based on the data collected, two specific geographical areas were highlighted and informed via letter from their respective schools regarding further public consultation.
- Reminder messages through Synervoice were sent on November 14th to families from St. Peter, St. Pius, St. William, St. John the Baptist and St. John Vianney (Tecumseh/Lakeshore/East Riverside area) and on November 19th to Sacred Heart, St. Joseph, Stella Maris, St. Bernard (Amherstburg) and Holy Cross (LaSalle/Amherstburg area).
- Meetings took place for Tecumseh/Lakeshore/East Riverside on Tuesday, November 18th and for LaSalle/Amherstburg on Monday, November 24th.
- At both public consultation meetings, the timelines/process, initial survey results and French Immersion programming were discussed. Additional information was gathered. Both areas were informed that a formal report will be provided to the Board of Trustees at the December 16, 2014 public meeting for its consideration.
- Two French Immersion information nights are scheduled for:
 - Tecumseh/ Lakeshore/ East Riverside/Forest Glade on Wednesday, January 21, 2015 at the Tecumseh Library at 6:00 pm.
 - LaSalle/Amherstburg on Thursday, January 22, 2015 at St. Joseph Catholic Elementary School at 6:00 pm.
- JK Registration for the two proposed French Immersion sites will occur during the system-wide registration February 9 to 20, 2015.

Implementation recommendations for the former St. Gregory Catholic Elementary School to be designated as a Phased-In French Immersion site:

- In 2015-16, French Immersion initially will be available in JK/SK and Grade 1 with a new grade added each subsequent year. Based on sufficient interest, program requirements and qualified staff, Grade 2 may begin in September 2015.
- The French Immersion boundary for the former St. Gregory Catholic Elementary School site would encompass families/students from Tecumseh/Lakeshore, East Riverside and Forest Glade areas (St. Pius X, St. Peter, St. William, St. John the Baptist, St. John Vianney, H.J. Lassaline and L.A. Desmarais). See Appendix A.

Implementation recommendations for the establishment of a dual track English and French Immersion programs at St. Joseph Catholic Elementary School site:

- In 2015-16, French Immersion initially will be available in JK/SK and Grade 1 with a new grade added each subsequent year. Based on sufficient interest, program requirements and qualified staff, Grade 2 may begin in September 2015.
- The English track from JK-8 will continue at St. Joseph Catholic Elementary School.
- The French Immersion boundary for St. Joseph Catholic Elementary school would encompass families/students from LaSalle/Amherstburg areas (St. Joseph, Holy Cross, Sacred Heart, Stella Maris and St. Bernard (A)). See Appendix B.

FINANCIAL IMPACT:

In accordance with Board By-Law 13:04, *Identify Source of Funding*, no new program or service shall be implemented, and no existing ones shall be altered, without the approval of the Board. Approval shall only be granted if the source of funding for the specific program or service or alteration has been identified by the Director as coming from one or more of the following:

- Additional grants that are being provided by the Province
- New revenues raised by the Board
- Savings generated through reductions in other areas; and
- Budget surpluses once the accumulated operating and capital deficit have been eliminated.

The estimated incremental expenditures for the 2015-16 fiscal year resulting from the new French Immersion programming at St. Gregory is \$669,739 and \$532,312 at St. Joseph. A detailed breakdown of expenses by school are presented in Appendix D – 2015-16 Estimated Incremental Expenditures - St. Gregory French Immersion and Appendix E – 2015-16 Estimated Incremental Expenditures - St. Joseph French Immersion. The total incremental cost of both programs amounts to a \$1,202,051 pressure for the 2015-16 fiscal year. This pressure is required to be funded through the sources identified in the Board By-Law noted above. An analysis considering each funding option is presented below.

Additional grants that are being provided by the Province

It is estimated that an additional \$499,098 of Grants for Student Needs (GSN) revenue will be generated through the Pupil Foundation, School Foundation and other special purpose grants.

New revenues raised by the Board

No new anticipated revenues have been identified.

Savings generated through reductions in other areas

The following reductions/savings have been identified for the 2015-16 fiscal year:

Reduction/Savings	2015-16
Reduction of 1.0 FTE Superintendent Salary & Benefits	\$153,733
Reduction of 1.0 FTE Principal Salary & Benefits	127,779
2014-15 Contingency reserve ¹	429,441
TOTAL	\$702,953

Note (1)

In addition to the \$1.1M surplus forecast in the 2014-15 Revised Budget Estimates, (i.e. the 0.5% annual contingency amount per Board by-law s.13:05), the 2014-15 Revised Estimates also contain a \$1M provision of contingency reserve to allow the Board flexibility in program development, as well as the opportunity to address unanticipated changes in costs due to any number of reasons outside the control of the organization. Examples of these unanticipated costs include inclement weather, legal matters, emergency infrastructure repairs etc.

At the time of the 2014-15 Revised Budget development in November/December 2014, the possibility of offering French Immersion programming was considered in developing the \$1M contingency reserve. However, it was not known with certainty, if approved, when the program would be implemented. If approved, some costs would be incurred in 2014-15, and others in 2015-16. As such, Administration is recommending that the balance of the 2014-15 reserve needed for program implementation be carried forward to 2015-16.

Budget surpluses once the accumulated operating and capital deficit have been eliminated

As the Board's accumulated capital deficit has not been eliminated, this option is not available.

Based on the consideration of the above options, the resulting pressure of \$1,202,051 can be addressed as follows:

Pressure	Resulting 2015-16 pressure of French Immersion programming implementation	\$1,202,051
Revenue	Additional grant revenue generated through the GSN	(499,098)
Savings/Reductions	Savings and reductions	(702,953)
TOTAL	Total net cost/(savings) of French Immersion program implementation	\$0

TIMELINES:

Pending Board approval implementation at both sites would commence September 2015.

APPENDICES:

- Appendix A – Boundary area for former St. Gregory site
- Appendix B – Boundary area for St. Joseph site
- Appendix C – For reference only: City and County Elementary School Maps – Expansion of Elementary French Immersion Program
- Appendix D – 2015-16 Estimated Incremental Expenditures – St. Gregory French Immersion
- Appendix E – 2015-16 Estimated Incremental Expenditures – St. Joseph French Immersion

REPORT REVIEWED BY:

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL:	Review Date:	
<input checked="" type="checkbox"/>	EXECUTIVE SUPERINTENDENT:	Approval Date:	January 15, 2015
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	January 15, 2015

Appendix A

Boundary for new FI school at the former St Gregory's site

Written boundary description:

North:

Detroit River/ Lake St Clair

East:

County Rd 31 (non inclusive)

South:

County Rd 42

West:

Lauzon Rd north to EC Row to Lauzon Pkwy north to Tecumseh Rd E. East along Tecumseh Rd E to Lauzon Rd, then north to Detroit River.

Boundary for new FI school
(Using County Rd 42 & Lauzon Rd)
Former St. Gregory Site

Appendix A



Appendix B

Boundary for new FI dual track St Joseph Elementary

Written boundary description:

Proposed boundary to follow the municipal boundary limits of the towns of Lasalle and Amherstburg.

North:

Windsor/Lasalle municipal line, north of Morton/Sprucewood/Todd Lane, follow Herb Gray pkwy/Hwy 3 to Howard

East:

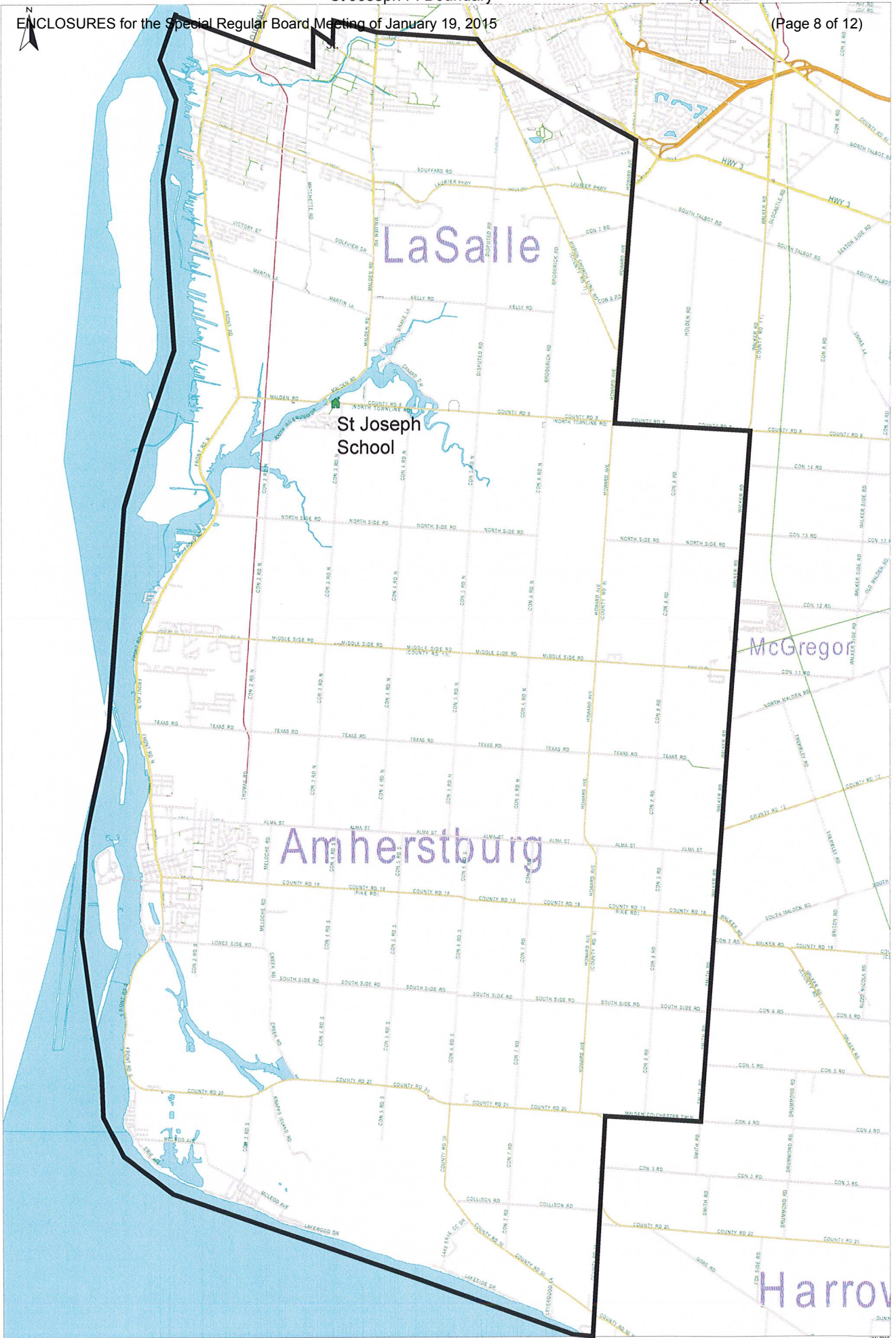
Howard Ave south to County Rd 8 to Walker Rd. South along Walker to Smith Rd to Malden/Colchester Townline, then south along County Rd 20 to County Rd 41 to Lake Erie.

South:

Lake Erie

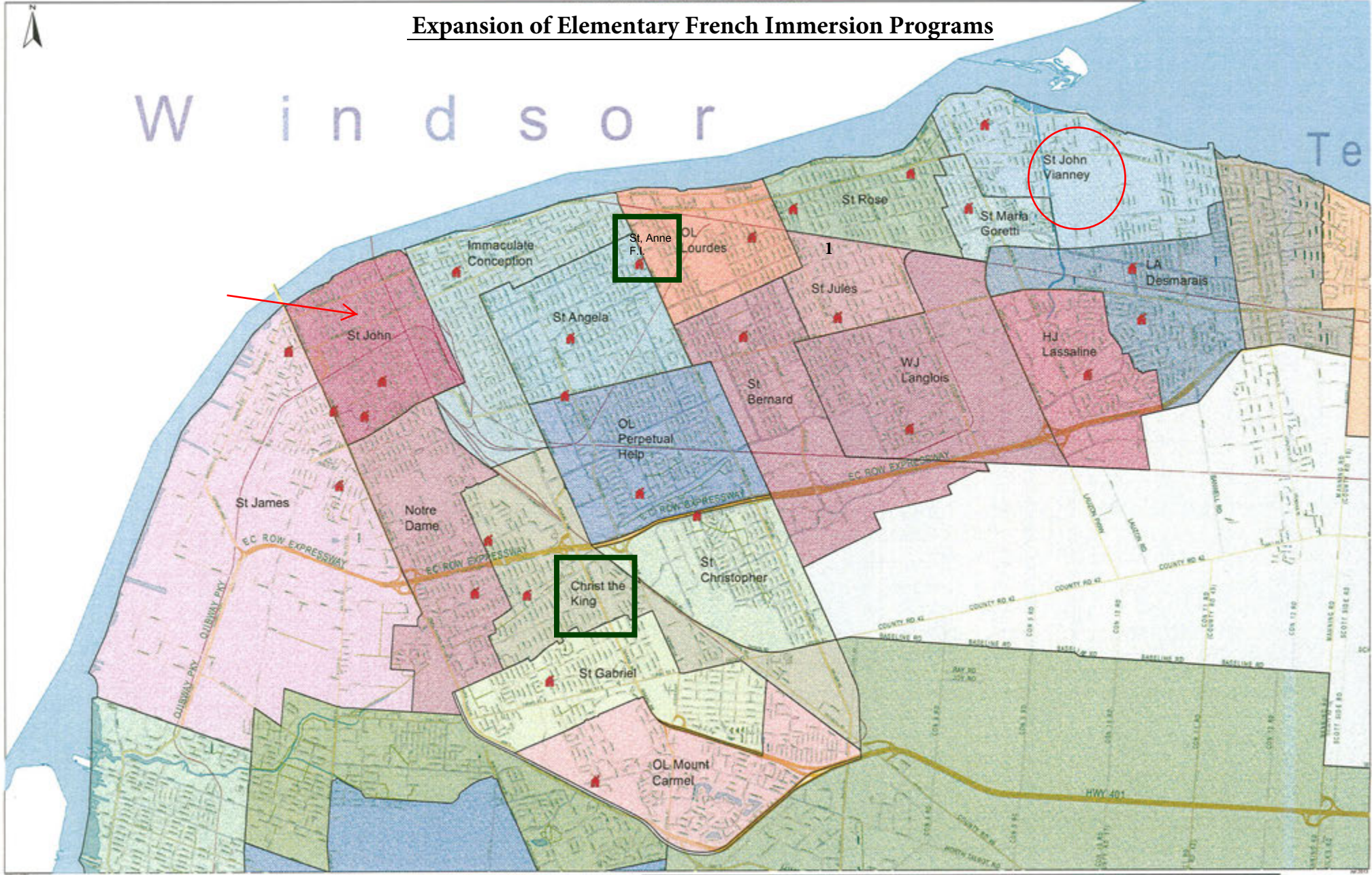
West:

Detroit River



WEC CITY ELEM BOUNDARIES

Expansion of Elementary French Immersion Programs

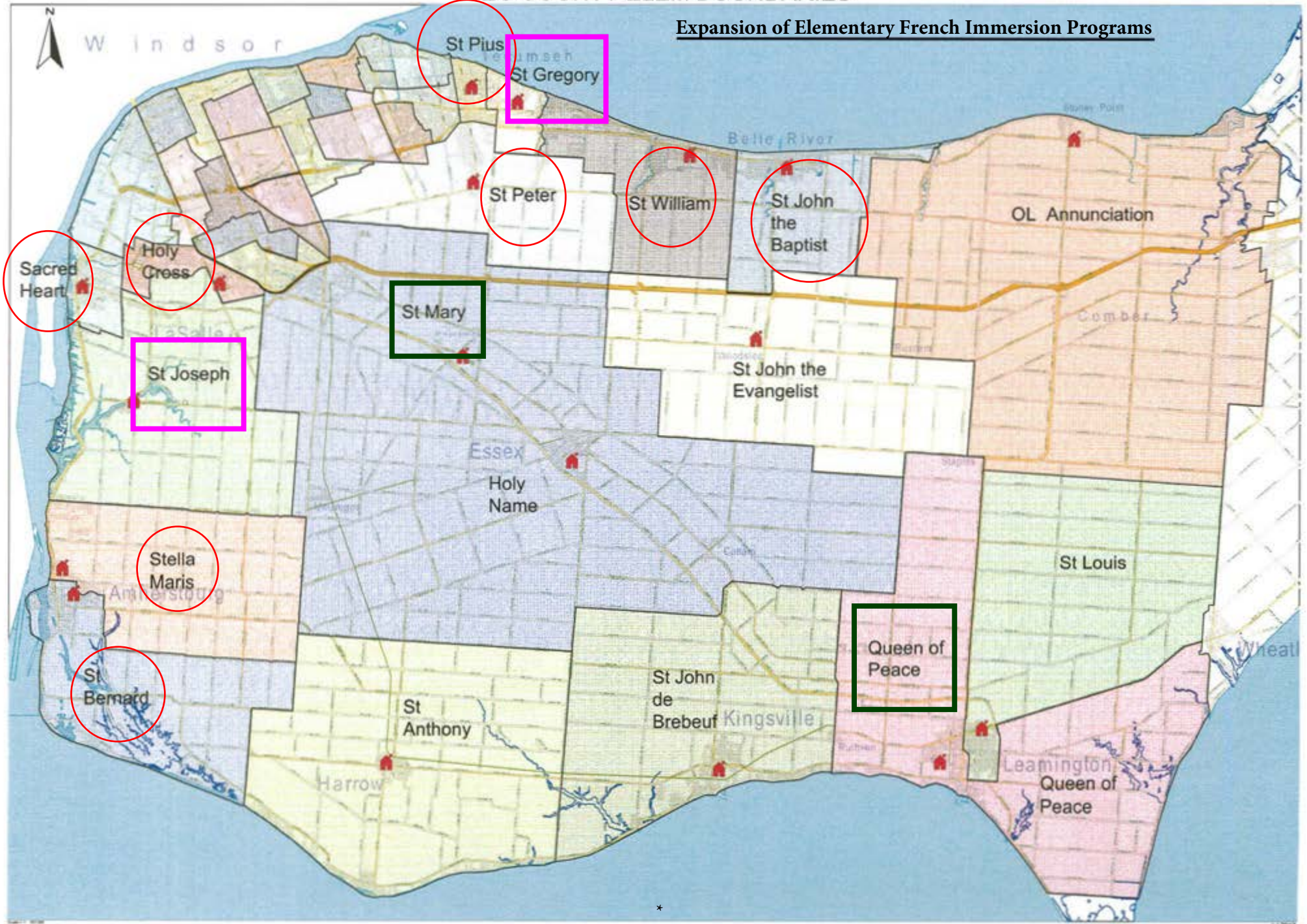


 Highlights School Communities Surveyed

 Existing Schools with French Immersion Programs

WEC COUNTY ELEM BOUNDARIES

Expansion of Elementary French Immersion Programs



-  Highlights School Communities Surveyed
-  Proposed Expansion
-  Existing Schools with French Immersion Programs

**Appendix D - 2015-16 Estimated Incremental Expenditures -
St. Gregory French Immersion
Projected for the year ended August 31, 2016**

School: **St. Gregory Elementary**

Enrolment Full-Time Equivalent: **60.0**

Staffing Expenditures:	Full-Time Equivalent	2015-16 Estimated Incremental Cost	2015-16 Estimated Incremental Cost Per Pupil
Vice Principal	0.50	\$ 59,026	\$ 984
Teachers	3.50	231,511	3,859
Secretary	1.00	41,811	697
Custodian	0.50	25,095	418
Educational Assistants	1.00	47,000	783
Early Childhood Educator	1.00	40,455	674
Subtotal	7.50	\$ 444,898	\$ 7,415
Benefits		76,823	1,280
TOTAL STAFFING EXPENDITURES		\$ 521,721	\$ 8,695
Building & School Based Expenditures:			
Utilities		\$ 12,121	\$ 202
School Operations		19,152	319
School Maintenance		20,096	335
School Services/Supplies		4,649	77
TOTAL BUILDING & SCHOOL BASED EXPENDITURES		\$ 56,018	\$ 934
Additional Expenditures			
Signage		\$ 8,000	\$ 133
Transportation		40,000	667
Washroom/Renovations		15,000	250
Programming resources		12,000	200
Furniture		5,000	83
Advertising		1,500	25
French Immersion Qualifications		10,500	175
TOTAL ADDITIONAL EXPENDITURES		\$ 92,000	\$ 1,533
TOTAL INCREMENTAL EXPENDITURES		\$ 669,739	\$ 11,162

**Appendix E - 2015-16 Estimated Incremental Expenditures -
St. Joseph French Immersion
Projected for the year ended August 31, 2016**

School: St. Joseph Elementary

Enrolment Full-Time Equivalent: 60.0

Staffing Expenditures:	Full-Time Equivalent	2015-16 Estimated Incremental Cost	2015-16 Estimated Incremental Cost Per Pupil
Vice Principal	0.00	\$ -	\$ -
Teachers	3.00	198,438	3,307
Secretary	1.00	41,811	697
Custodian	0.50	25,095	418
Educational Assistants	1.00	47,000	783
Early Childhood Educator	1.00	40,455	674
Subtotal	6.50	\$ 352,799	\$ 5,880
Benefits		67,379	1,123
TOTAL STAFFING EXPENDITURES		\$ 420,178	\$ 7,003
Building & School Based Expenditures:			
Utilities		\$ 4,979	\$ 83
School Operations		1,385	23
School Maintenance		-	-
School Services/Supplies		5,269	88
TOTAL BUILDING & SCHOOL BASED EXPENDITURES		\$ 11,633	\$ 194
Additional Expenditures			
Signage		\$ 8,000	\$ 133
Transportation		40,000	667
Washroom/Renovations		25,000	417
Programming resources		12,000	200
Furniture		5,000	83
Advertising		1,500	25
French Immersion Qualifications		9,000	150
TOTAL ADDITIONAL EXPENDITURES		\$ 100,500	\$ 1,675
TOTAL INCREMENTAL EXPENDITURES		\$ 532,312	\$ 8,872