



**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

**REGULAR BOARD MEETING
Tuesday, September 27, 2016 at 7:00 p.m.
Windsor Essex Catholic Education Centre
John Paul II Board Room**

REVISED

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) Stephanie Furtado, Holy Names Catholic High School parent to discuss the necessity of secondary school transportation specifically restricted bus pass, budget and cost allocation, and safety concerns of walking or driving versus busing.
8. Action Items:
 - a. Previous Meeting Minutes
 - i) Minutes of the Special Committee of the Whole Board In-Camera Meeting of June 27, 2016 --
 - ii) Minutes of the Regular Board Meeting of June 27, 2016 1-8
 - b. Items from the Committee of the Whole Board In-Camera meeting of September 13, 2016 --
9. Communications:
 - a. External (Associations, OCSTA, Ministry): *None*
 - b. Internal (Reports from Administration):
 - i) Report: Trustee Attendance January to July 2016 (P. Picard) 9-10
 - ii) Report: Focus on Youth Summer Program - 2016 (M. Iatonna) 11-13

- | | |
|--|-------|
| iii) Report: 2015-2016 Assessments of Reading, Writing and Mathematics, Primary Division (Grades 1-3) and Junior Division (Grades 4-6), The Grade 9 Assessment of Mathematics and Ontario Secondary School Literacy Test (OSSLT) (E. Byrne) | 14-17 |
| iv) Report: Secondary School Busing (M. Iatonna) | 18-21 |
| v) Verbal Report: Preliminary Enrolment/Staffing School Organization Information for Elementary and Secondary Schools September 2016 (T. Lyons) | -- |
| 10. Committee Reports: | |
| a. Report: Appointment of Patricia Amaral, Representative Ontario Federation for Cerebral Palsy (OFCP) to the Special Education Advisory Committee (SEAC) (E. Byrne) | 22-29 |
| b. Report: Appointment of Jillian Fenech, Representative of Autism Ontario to the Special Education Advisory Committee (SEAC) (E. Byrne) | 30-32 |
| c. Report: Special Education Advisory Committee (SEAC) Minutes of April 21, 2016 and June 16, 2016 (E. Byrne) | 33-39 |
| 11. Unfinished Business: <i>None</i> | |
| 12. New Business: | |
| a. Report: Tender Approval – Paving Projects for Holy Cross, St. Anne French Immersion and St. Angela Catholic Elementary Schools (M. Iatonna) | 40-43 |
| b. Report: Tender Approval – School Consolidation Projects (M. Iatonna) | 44-49 |
| c. Report: Annual Honoraria Review (M. Iatonna) | 50-53 |
| 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: <i>None</i> | |
| 17. Future Regular Board Meetings: <i>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.</i> | |
| <ul style="list-style-type: none"> • Tuesday, October 25, 2016 • Tuesday, November 22, 2016 • Tuesday, November 29, 2016 – <i>Trustee Organizational Meeting, 7:30pm start</i> • Tuesday, December 13, 2016 • Tuesday, January 24, 2017 • Tuesday, February 28, 2017 | |

- Tuesday, March 28, 2017
- Tuesday, April 25, 2017
- Tuesday, May 23, 2017
- Tuesday, June 13, 2017
- **Monday**, June 26, 2017

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

REGULAR BOARD MEETING
Monday, June 27, 2016 at 7:00 p.m.
Windsor Essex Catholic Education Centre
John Paul II Board Room

MINUTES

PRESENT

Trustees:

F. Alexander	B. Mastromattei
F. Costante	L. Soulliere
M. DiMenna, <i>Vice-Chair</i>	S. Tope
F. DiTomasso	F. Valentinis
B. Holland, <i>Chair</i>	

J. Bowers, Student Trustee
M. Diab, Student Trustee

Regrets: Rev. L. Brunet, Board Chaplain

Administration:

P. Picard (Resource)	E. Byrne	R. Lo Faso
C. Geml	S. Fields	C. Norris
M. Iatonna	J. Ibrahim	J. Shea
T. Lyons	P. King	

Recorder: B. Marshall

1. Call To Order – Chair Holland called the meeting to order at 7:21 pm.
2. Opening Prayer – Trustee Mastromattei opened the meeting with a prayer.
3. Recording of Attendance – All present. Fr. Brunet sent his regrets due to his vacation.
4. Approval of Agenda

AMENDMENTS:

ADDITION:

- Item 6a) **WALK-ON** Presentation: Imagine the Possibilities – Catholic Central High School Video
- Result of the additional item, Items 6a) to 6e) renumbered to 6b) to 6f).

Moved by Trustee Costante and seconded by Trustee Mastromattei that the June 27, 2016 Regular Board meeting agenda be approved as amended. Carried

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

Trustee DiTomasso disclosed a conflict of interest on item 12f) 2016-2017 Final Budget due to his retirement from the Windsor-Essex Catholic District School Board as a CAW (Unifor) member and did not participate in the discussion or vote on any question raised on that item.

6. Presentations:

a. **WALK-ON** Imagine the Possibilities – Catholic Central High School Video

Student Trustees Jeremiah Bowers and Maddie Diab, in collaboration with Student Senate presented Imagine the Possibilities, a video highlighting Catholic Central High School. #imaginethepossibilitiesCCH

b. Catholic Character Development Initiative Awards “Our Journey to Holiness” – Elementary and Secondary

Associate Director Geml presented 2016 Director’s “Our Journey to Holiness” Awards to the following recipients:

- Goodness, Kindness, Belonging, Gratitude and Faithfulness to Emily Benjamin, SK student at St. James Catholic Elementary school;
- Compassion, Respect and Knowledge to Julia Sadler and Angelia Lapico, grade 6 students at Notre Dame Catholic Elementary school;
- Wisdom and Courage to Kayla Rubinski, grade 8 student at St. Angela Catholic Elementary school;
- Integrity and Discipleship to Julia Thibert, grade 10 student at St. Thomas of Villanova Catholic High School;
- Humility and Justice to Philip Bakos, grade 12 student at St. Anne Catholic High School.

c. Outstanding Student Council Leadership Award

Associate Director Geml presented Outstanding Catholic Student Council Leadership award to Alexa Polsinelli, grade 8 student from St. Gabriel Catholic Elementary School.

d. Outstanding Catholic School Council Leadership Award

Associate Director Geml presented Outstanding Catholic School Council Leadership award to Dana Tonus from Holy Cross Catholic Elementary School.

e. Introduction and Commissioning of Incoming 2016-2017 Student Trustees

Associate Director Geml introduced the Incoming 2016-2017 Student Trustees Sabrina Binjamin from F.J. Brennan Catholic High School and Lola Zovko from St. Joseph’s Catholic High School. Religion Consultant Betty Brush led the student trustees through the Commissioning ceremony.

f. Recognition of Outgoing 2015-2016 Student Trustees

Associate Director Geml presented plaques to Student Trustees Jeremiah Bowers from Holy Names Catholic High School and Maddie Diab from St. Thomas of Villanova Catholic High School recognizing their contribution as Student Trustees for the 2015-2016 year.

7. Delegations: *None*

8. Action Items:

a. Previous Meeting Minutes

- i) Minutes of the Committee of the Whole Board In-Camera Meeting of June 14, 2016

Moved by Trustee DiMenna and seconded by Trustee Costante that the Minutes of the Committee of the Whole Board In-Camera meeting of June 14, 2016 be adopted as distributed. Carried

- ii) Minutes of the Additional Regular Board Meeting of June 14, 2016

Moved by Trustee DiMenna and seconded by Trustee Soulliere that the Minutes of the Additional Regular Board meeting of June 14, 2016 be adopted as distributed. Carried

- b. Items from the Special Committee of the Whole Board In-Camera meeting of June 27, 2016

Vice Chair DiMenna reported that the Windsor-Essex Catholic District School Board convened a closed Special Committee of the Whole Board in-camera meeting on June 27, 2016 pursuant to the Education Act - Section 207, to consider specific real property matters, labour relations matters, litigation or potential litigation 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 Valentinis that the recommendations and directions of the Special Committee of the Whole Board at its in-camera meeting of June 27, 2016 be approved. Carried

Vice Chair DiMenna made the following announcements:

From the June 27, 2016 Special Committee of the Whole Board in-camera meeting:

- Ratified the local tentative collective agreement with OECTA Secondary Teachers;
- Approved the retention of Shibley Righton LLP pursuant to the Request For Proposal for Legal Services for a 5 year period from September 1, 2016 to August 31, 2021; and
- Received, as information, the architect fees for the School Consolidation Projects.

9. Communications:
- a. External (Associations, OCSTA, Ministry): *None*
 - b. Internal (Reports from Administration):
 - i) Report: Communications Coordinator's 2015-2016 Annual Report

Moved by Trustee DiTomasso and seconded by Trustee Valentinis that the Communications Coordinator's 2015-16 Annual Report be accepted as information. Carried

- ii) Report: Status Review Policy Plan 2015-2016

Moved by Trustee Soulliere and seconded by Trustee DiMenna that the Board receive as information the Status Review Policy Plan for 2015-2016. Carried

- iii) Report: Child Care Advisory Committee Revised License Agreement

Moved by Trustee DiTomasso and seconded by Trustee Tope that the Child Care Advisory Committee revised License Agreement 2016 is received as information. Carried

10. Committee Reports:
- a. Report: Special Education Advisory Committee (SEAC) Plan Amendments 2016

Moved by Trustee DiTomasso and seconded by Trustee Soulliere that the Board approve the amendments to the Special Education Plan 2016; and

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

11. Unfinished Business: *None*

12. New Business:

- a. Report: New Draft Policy ST:11B Ensuring Asthma Friendly Schools, Ryan's Law, *final approval*

Moved by Trustee DiMenna and seconded by Trustee Soulliere that the Board provide final approval of Draft New Policy ST:11B Ensuring Asthma Friendly Schools, Ryan's Law; and

That the Board receive the Administrative Procedure Pr ST:11B Ensuring Asthma Friendly Schools, Ryan's Law as information. Carried

- b. Report: Community Use of Schools – Options to Eliminate Deficit

AMENDED MOTION: Moved by Trustee Costante and seconded by Trustee Mastromattei that approval be given to implement Option 1 - Effective September 1, 2016, increase all current rental rates as per the Canadian Consumer Price Index (CPI) back dated to 2011 and eliminate the 40% subsidy of custodial overtime to not-for-profit groups, both actions being taken to partially reduce the

annual Community Use of Schools deficit.

ORIGINAL MOTION: Moved by Trustee Tope and seconded by Trustee Costante that effective September 1, 2016, approval be given to increase all current Community Use of School rental rates to match the Southwestern Ontario average rates and to cease the current 40% subsidy for custodial overtime provided to not-for-profit users, both actions being taken to eliminate the annual Community Use of Schools deficit.

- c. Report: School Consolidation Projects – Pre-Approval of Construction Tenders

Moved by Trustee Alexander and seconded by Trustee Mastromattei that approval be given, in advance, for the award of School Consolidation Project construction tenders during July, August and September 2016 to low bidders meeting specifications, so that construction can commence immediately upon award, subject to a further report to formally confirm and ratify the awards being submitted to the Board at its next regular meeting scheduled for September 27, 2016. Carried

- d. Report: 2016 Capital Priorities

Moved by Trustee Tope and seconded by Trustee DiMenna that approval be given to the 2016 Capital Priorities and to submission of the Priority 1 Projects and business cases to the Ministry of Education by July 15, 2016. Carried

- e. Report: Tender Approval – Roofing Replacements for Various Schools

Moved by Trustee DiMenna and seconded by Trustee DiTomasso that approval be given to the award of tender and the issuance of multiple purchase order contracts for roof replacements at Our Lady of Perpetual Help and St. Rose Catholic Elementary Schools in the amount of \$1,101,905 plus HST to Horizon Roofing, Sacred Heart Catholic Elementary School in the amount of \$182,390 plus HST to Kingsville Roofing, St. John the Evangelist Catholic Elementary School in the amount of \$183,000 plus HST to Smith-Peat Roofing & Sheet Metal Ltd. and St. John Vianney Catholic Elementary School in the amount of \$44,000 plus HST to Rauth Roofing all to be funded from the approved 2015-16 School Condition Improvement Budget. Carried

- f. Report: 2016-2017 Final Budget Approval

Moved by Trustee Costante and seconded by Trustee Tope that the 2016-17 Final Budget Estimates be approved and that administration be directed to submit the Budget Estimates to the Ministry of Education by the June 30, 2016 submission deadline as required. Carried

13. Notice of Motion: *None*

14. Remarks and Announcements:
- a. Chairperson of the Board Holland wished everyone a relaxing, safe and enjoyable summer and welcomed back Trustee Alexander.
Chair Holland congratulated Cathy Geml on her outstanding job as Associate Director and tremendous friend of Catholic education.
Chair Holland also congratulated Jeremiah Bowers and Maddie Diab for their willingness to learn and grow as student trustees.
 - b. Director of Education Picard provided comments on recent activities supporting the Board's strategic priorities namely;
Catholic Faith Formation: End of the year masses and graduations continue throughout our schools.
Community Engagement and Partnerships: Focus on Youth Orientation will be held on July 5th. The Focus on Youth Grant will be providing summer employment to students enrolled in our Catholic Secondary Schools. Students will have an opportunity to participate in programs hosted by many community partners designed to promote physical health, academic achievement, computer processing, leadership skill development, social competence and a love of the arts.
Celebrating Achievements: Congratulations to the Kit Lacasse Award Recipients of 2016: Markus Hanna, Adut Aleuth, Christina Horo and Jordan Campbell. Awarded annually to exemplary graduating students with special needs, who have demonstrated strength to overcome their challenges and have been an inspiration to others; and Congratulations to both elementary and secondary graduates and retirees.
Miscellaneous: The Board's Employee Wellness Program once again will be hosting this year's summer break event at Colasanti's on Tuesday, July 5th. All are welcome to attend.
Director Picard acknowledged Associate Director Geml's final board meeting and how she will be missed as a gifted colleague and dear friend.
Director Picard wished everyone a safe and restful summer break.
 - c. Board Chaplain – Absent this evening.
15. Remarks/Questions by Trustees
- Trustee Alexander wished Associate Director Geml all the best and wished trustees a restful summer.
- Trustee Tope thanked student trustees Jeremiah Bowers and Maddie Diab for an outstanding job; Wished Cathy Geml a long and healthy retirement; and Wished everyone a safe and happy summer.
- Trustee Mastromattei congratulated Cathy Geml on her retirement and also congratulated student trustees.
- Trustee Costante congratulated Cathy Geml as an advocate for special education and congratulated the student trustees.
- Trustee Valentinis wished Cathy Geml a long, happy and healthy retirement and congratulated student trustees on their professionalism.

Trustee Soulliere congratulated student trustees for representing the students of the board so well and wished Cathy Geml all the best on her retirement.

Trustee DiTomasso congratulated student trustees, wished Cathy Geml an enjoyable retirement and wished everyone a safe summer.

Trustee DiMenna told Cathy Geml to enjoy her children and grandchildren and wished her well. Trustee DiMenna also congratulated student trustees and praised the St. Louis and Queen of Peace staff for an outstanding job during the transitioning of schools.

Student Trustee Bowers thanked the Board for a tremendous opportunity to serve alongside Trustees and fellow students.

Student Trustee Diab recognized student senate members for their participation all year but especially during the creation of the Imagine the Possibilities Catholic Central Video. She also thanked Trustees for this opportunity.

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, September 27, 2016
- Tuesday, October 25, 2016
- Tuesday, November 22, 2016
- Tuesday, November 29, 2016 – *Trustee Organizational Meeting, 7:30pm start*
- Tuesday, December 13, 2016
- Tuesday, January 24, 2017
- Tuesday, February 28, 2017
- Tuesday, March 28, 2017
- Tuesday, April 25, 2017
- Tuesday, May 23, 2017
- Tuesday, June 13, 2017
- **Monday**, June 26, 2017

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: *Not Required*
19. Closing Prayer – Trustee Mastromattei closed the meeting with a prayer.

20. Adjournment – There being no further business, the Regular Board meeting of June 27, 2016 adjourned at 8:47 p.m.

Not Approved

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

Meeting Date:
September 27, 2016

BOARD REPORT

Public **In-Camera**
PRESENTED FOR: Information Approval
PRESENTED BY: Senior Administration
SUBMITTED BY: Paul Picard, Director of Education
SUBJECT: **TRUSTEE ATTENDANCE – JANUARY TO JULY 2016**

RECOMMENDATION:

That the Board receive the report Trustee Attendance – January to July 2016 as information.

SYNOPSIS:

In accordance with the Board motion of December 16, 2003, this report provides a summary of trustee and student trustee attendance at regularly scheduled board meetings during the months of January to July 2016.

BACKGROUND COMMENTS:

Seven Regular Board meetings and five Special Regular Board meetings were held during the period of January to July 2016. Four of the five Special Regular meetings were related to the Accommodation Review Studies for the Amherstburg, Leamington and West Windsor areas. The chart provided below summarizes attendance during the reporting period.

Trustees	Regular Meetings (7) Attended	Special Meetings (5) Attended
Fred Alexander	7	5
Fabio Costante	7	3
Mary DiMenna	7	5
Frank DiTomasso	7	5
Barbara Holland	5	5
Bernie Mastromattei	7	5
Lisa Soulliere	7	5
Susan Tope	7	5
Fulvio Valentinis	7	5
Student Trustees:		
Jeremiah Bowers	6	3
Maddie Diab	7	3

FINANCIAL IMPACT:

N/A

TIMELINES:

The report on Trustee attendance for the period of January to July 2016 will be submitted to the Board at its September 27, 2016 meeting.

APPENDICES:

- None

REPORT REVIEWED BY:

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL:	Review Date:	August 30, 2016
<input type="checkbox"/>	EXECUTIVE SUPERINTENDENT:	Approval Date:	- -
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	August 30, 2016



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

Meeting Date:
September 27, 2016

BOARD REPORT

PRESENTED FOR: Public In-Camera
Information Approval

PRESENTED BY: Senior Administration

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

SUBJECT: **FOCUS ON YOUTH SUMMER PROGRAM - 2016**

RECOMMENDATION:

That the 2016 Focus on Youth Summer Program report be received as information.

SYNOPSIS:

The Windsor-Essex Catholic District School Board in partnership with the Ministry of Education and local community agencies offered a variety of summer program opportunities for children and youth through a Ministry of Education Focus on Youth Grant. Programming was offered in the areas of Arts, Leadership Development, Recreation, Social and Tutoring/Academic.

BACKGROUND COMMENTS:

In June 2016, the Board received a commitment from the Ministry of Education to offer their Focus on Youth Grant of \$250,000 and worked in conjunction with community partners to offer summer programming to meet the needs of children and youth in Windsor and Essex County.

Goals of Program:

- Assist not-for-profit insured groups to deliver summer activities that keep young people safe and active.
- Provide school space free of charge to community groups who successfully complete the application process.
- Hire high school students to assist not-for-profit community organizations with running summer camps at one of the Board's sites.

Highlights of the 2016 Program:

The following table provides an overall summary of the 2016 Focus on Youth programs:

2016 Summary	#
Partner Community Agencies	12
Program Sites	14
High School Students Employed	79
Children & Youth who took part in summer activities (average)	782

FINANCIAL IMPACT:

The Ministry of Education provided \$250,000 in total funding for the Focus on Youth Program in 2015-16.

TIMELINES:

The Focus on Youth program ran from July 11 – August 19, 2016.

APPENDICES

- Appendix A - Focus on Youth Program – 2015-2016 Detailed Summary

REPORT REVIEWED BY:

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL:	Review Date: September 20, 2016
<input checked="" type="checkbox"/>	EXECUTIVE SUPERINTENDENT:	Approval Date: September 20, 2016
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date: September 20, 2016

FOCUS ON YOUTH PROGRAM 2015 / 2016 DETAILED SUMMARY

APPENDIX A

# of Sites	14
# of Participants (on average)	782
# of Providers	12
# of Hired Students	79

Providers	Average # of participants
Access County Community Support Services	52
Autism Services Inc.	59
Core City Hoops	173
Corporation of the Town of Tecumseh	69
Head Start Sports Youth Club	53
Learning Disabilities Association of Windsor-Essex County	22
Riverside Community Programs	58
South County Volleyball	20
Tecumseh Saints Basketball Club	40
Town of LaSalle	132
WECD SB - Yellow School Bus	74
WECD SB - Literacy Camp	30

Program Sites
Assumption Secondary School
Catholic Central Secondary School
Catholic Education Centre
F.J. Brennan Secondary School
H.J. Lassaline Elementary School
Holy Name Elementary School
Holy Names Secondary School
Our Lady of Mount Carmel
Our Lady of Perpetual Help Elementary School
Queen of Peace Elementary School
St. Anne's Secondary School
St. Anthony Elementary School
St. John Vianney Elementary School
St. Pius X Elementary School
Vollmer Complex



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

Meeting Date:
September 27, 2016

BOARD REPORT

Public **In-Camera**

PRESENTED FOR: Information Approval

PRESENTED BY: Senior Administration

SUBMITTED BY: Paul Picard, Director of Education
Emelda Byrne, Executive Superintendent of Student Achievement

SUBJECT: **2015-2016 ASSESSMENTS OF READING, WRITING AND MATHEMATICS, PRIMARY DIVISION (GRADES 1-3) AND JUNIOR DIVISION (GRADES 4-6), THE GRADE 9 ASSESSMENT OF MATHEMATICS AND THE ONTARIO SECONDARY SCHOOL LITERACY TEST (OSSLT)**

RECOMMENDATION:

That the Board receive the 2015-2016 EQAO Assessments of Reading, Writing and Mathematics, Primary Division (Grades 1-3) and Junior Division (Grades 4-6), the Grade 9 Assessment of Mathematics and the Ontario Secondary School Literacy Test (OSSLT) report as information.

SYNOPSIS:

Highlights of Windsor-Essex Catholic District School Board EQAO Results 2015-2016:

Reading, Writing and Mathematics, Primary Division (Grades 1-3)

- In our Grade 3 cohort, 76% of our students achieved at or above the provincial standard (Levels 3 and 4) in Reading, 78% in Writing and 65% in Mathematics. Since 2010-2011, there has been an 11% increase in Reading and a 5% increase in Writing in the percentage of students in Grade 3 who have achieved a Level 3 or Level 4.
- The WECDSB **exceeded** provincial achievement levels in all three categories for Grade 3.

Reading, Writing and Mathematics, Junior Division (Grades 4-6)

- In our Grade 6 cohort, 84% of our students achieved at or above the provincial standard (Levels 3 and 4) in Reading, 84% in Writing and 55% in Mathematics. Since 2010-2011, there has been a 12% increase in Reading and an 11% increase in Writing in the percentage of students in Grade 6 who achieved a Level 3 or Level 4.
- The WECDSB **exceeded** provincial achievement levels in all three categories for Grade 6.

Grade 9 Assessment of Mathematics: Academic and Applied Courses

- 88% of our students enrolled in the academic course achieved at or above the provincial standard, (Levels 3 and 4), which is the same as last year and is an 8% increase since 2010-2011.
- 52% of our students enrolled in the applied course achieved at or above the provincial standard (Levels 3 and 4), which is a 3% increase from last year and an 8% increase since 2010-2011.
- The WECDSB **exceeded** provincial achievement levels in both the academic course and the applied course.

Ontario Secondary School Literacy Test (OSSLT)

- **87%** of our first-time eligible (fully participating) students were successful on the OSSLT, which is the same as last year. Our success rates for first-time eligible (fully participating) students have consistently been well over 80% for the past five years.
- First-time eligible (fully participating) students in the WECDSB have **exceeded** the provincial success rate for the past five years.

BACKGROUND COMMENTS:

The Assessments of Reading, Writing and Mathematics in the Primary and Junior Divisions are annual assessments of Grade 3 and Grade 6 student achievement. EQAO assessments provide objective and reliable information, for educators and parents, that is essential to supporting student achievement.

Key Board/school strategies implemented during the 2015-2016 school year to support Literacy and Numeracy instruction include:

- Professional learning sessions focused on precision teaching in Reading and problem solving and building content knowledge in Mathematics
- Job-embedded co-planning and co-teaching sessions and small group professional learning sessions
- In-depth analysis of data, curriculum expectations and student work samples to further inform instruction

- Differentiated Instruction strategies to support students with special education needs and English Language Learners (ELL)
- PALS (Peer Assisted Learning Strategies)
- Integration of technology to support communication when problem-solving and student engagement
- Developing the capacity of educational leadership

The Grade 9 Assessment of Mathematics is based on The Ontario Curriculum, Grades 9 and 10: Mathematics. The assessment was administered either in January or June.

Key Board/school strategies implemented during the 2015-2016 school year to support Numeracy include:

- Detailed analysis of school level and individual student reports to identify areas of strength and weakness
- Professional Learning sessions for both Grade 9 Applied and Academic Mathematics
- Co-planning and co-teaching model with board personnel and classroom teachers
- Implementation of strategies to support student engagement, critical thinking and problem solving in Mathematics

The Ontario Secondary School Literacy Test (OSSLT) is to determine whether a student has acquired the literacy (Reading and Writing) skills required by the Ontario Curriculum, across all subjects up to the end of Grade 9.

Key Board/school strategies implemented during the 2015-2016 school year to support Literacy include:

- Detailed analysis of school and individual student reports to identify areas of strength and weakness
- Professional learning sessions with a focus on reading comprehension and engagement strategies across content areas
- Cross-panel inquiry sessions involving Grades 7, 8 and 9 teachers
- Co-planning and co-teaching model with board personnel and classroom teachers to implement strategies

FINANCIAL IMPACT:

Ministry of Education; Literacy Numeracy Secretariat, Special Education Policy and Program Branch, Council of Directors of Education Funding are used to support the implementation of literacy and numeracy strategies and ongoing professional development.

TIMELINES:

The assessments for Reading, Writing and Mathematics, Primary and Junior Divisions, was administered in May and June, 2016. The Grade 9 Mathematics Assessment was administered in January and June, 2016. The Ontario Secondary School Literacy Test was administered in March, 2016.

APPENDICES:

N/A

REPORT REVIEWED BY:

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL:	Review Date:	September 20, 2016
<input checked="" type="checkbox"/>	EXECUTIVE SUPERINTENDENT:	Approval Date:	September 20, 2016
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	September 20, 2016



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

Meeting Date:
September 27, 2016

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: **SECONDARY SCHOOL BUSING**

RECOMMENDATION:

That the report on Secondary School Busing be noted and filed.

SYNOPSIS:

This report is being submitted as a follow-up to the report with respect to the policy applicable to eligibility for secondary school busing for County of Essex schools as compared to the policy applicable to eligibility for City of Windsor schools considered by the Board at its meeting held on June 14, 2016.

BACKGROUND COMMENTS:

At the June 14, 2016 Board meeting, an administrative report was presented to address a request by Don and Lisa Ouellette, parents of Holy Names Catholic High School students, to have the matter of secondary school busing considered by the Board. Specifically, the request was for all four boards representing the Windsor-Essex Student Transportation consortium to work together with the Ministry of Education, to move forward from decisions made decades ago, to create an equal universal bus pass system, with low income subsidy for those that need it, in order to reflect the realities of today. Mr. & Mrs. Ouellette asked for equality and fairness in transporting students that live beyond the walking distance to school no matter where they live in the district.

The background contained in the previous administrative report has been updated and this revised information is provided as follows to assist in the consideration of the request.

The current policies of the Board and that of the Windsor-Essex Student Transportation Services (WESTS), provide for different approaches to secondary school busing eligibility in the County and in the City. In the County, busing is provided by WESTS and students are eligible for busing, if they reside beyond the 3.2 km (1.9 miles) walk zone per policy.

In the City, secondary school busing is not provided by WESTS for students attending regular school programs. Public transit is used to serve the needs of students residing in the City for those students who are registered to attend an identified program at a school other than their normal school of attendance and at a distance beyond the 3.2 km (1.9 miles) from the program school. Bus passes to access Transit Windsor routes are provided at the Board's cost to students who meet these criteria. Other City secondary school students accessing regular school programs are not eligible for busing funded by the Board

It is noted that the Board is providing busing again this year on a pilot basis to International Baccalaureate (I.B.) students attending Assumption College High School using school buses at the Board's sole cost. This is being made available to students in the Tecumseh/Lakeshore area and the LaSalle area, with some I.B. students in the far east end of Windsor being allowed to access the bus as well.

Pursuant to the posting of the captioned report for the June 14, 2016 Regular Board Meeting, additional information was received from, Penny Allen, the retired former Superintendent of Business for the Greater Essex County District School Board. Ms. Allen brought specific points to the Board's attention, which are summarized as follows:

- There is history to the non-provision of transportation for secondary school students residing in the City of Windsor.
- In either the 1990s or earlier, the two Windsor school boards at the time (i.e. public and separate), passed motions stating that there would be no busing in the City for secondary school students, with the exception of magnet programs (e.g. Century Secondary School).
- The two Essex County school boards at the time (i.e. public and separate), had the policy that still exists today that busing would be provided in the County for secondary school students who live outside the walk zone.
- When amalgamation of school boards took place in 1998, the Ministry of Education's new funding model included grants for transportation, but the level of funding provided to school boards in the new model were impacted by the previous level of spending by each school board for transportation.
- Since no additional funding was provided by the Ministry of Education under the new funding model at amalgamation, the school boards did not have the funding necessary to switch the City high school transportation to the County policy.

Based on this historical perspective from Ms. Allen, it is evident that local school boards were not allocated funding by the Ministry of Education at the time of amalgamation to provide transportation to City high school students. The funding formula has not been adjusted since amalgamation to provide this funding.

The matter has been reviewed periodically by both WESTS and its predecessor organizations, along with the four local school boards, with the approach being maintained to date pursuant to each review. Furthermore, the Ministry of Education has not recommended any changes to current practice pursuant to its previous Effectiveness and Efficiency Review of the transportation provided by the local school boards.

The previous administrative report presented essentially two options to bring the two levels of service into alignment as follows:

Option 1 - Provide busing to City secondary school students residing outside of the 3.2 km (1.9 miles) walk zone similar to the busing eligibility for County students at an estimated \$1.3M additional annual cost to the Board.

Option 2 - Provide busing based on similar eligibility criteria for both County and City secondary school students without increasing the current annual Board budget for busing. It is estimated that this would require a change to the zone policy from the current 3.2 km (1.9 miles) to 7.75 km (4.98 miles).

Beyond the two options provided above, there would be other options to varying degrees between the two presented that could be considered.

Since busing is provided as an integrated service by WESTS for all four local school boards, it would be impractical for one school board to have different busing eligibility. It is emphasized that, if WECDSB approves a change for its students only, the other three local school boards may look to WECDSB to fund their added costs due to the overall busing system becoming less efficient as a result of WECDSB's decision. This would increase the cost exposure to WECDSB.

After considering the request from the delegation at the previous meeting, the Board approved a motion as follows: "That the report on Secondary School Busing be noted and administration be directed to bring the matter to the consortium for possible options for consideration. Options include but not limited to universal bus pass program at zero cost to the Board."

The matter was subsequently presented by WECDSB administration at the regularly scheduled meeting of the Windsor-Essex Student Transportation Services (WESTS) Board of Directors held on June 29, 2016. After bringing the matter forward to WESTS, the WESTS Board determined that changes to the existing arrangement under Option 1 could not be supported without an increase in dedicated grant funding from the Ministry of Education for this specific purpose.

With respect to Transit Windsor bus passes, the regular cost for students effective July 1, 2016 is \$66.00 per month. If an arrangement was implemented for students to purchase the passes through the schools, students could obtain the passes at a reduced rate of \$48.40 per month. If the Board would cover the cost for furnishing passes to those students who would be eligible for busing, the annual cost to the Board would be \$470,000. If WECDSB unilaterally implemented this approach and the coterminous boards were compelled to subsequently implement it as well, WECDSB would be required to pay the additional cost for the coterminous boards per the current transportation agreement with the other boards. This would be well more than double the cost to WECDSB than noted above.

FINANCIAL IMPACT:

The 2016-17 total budget for secondary school busing for the Board is \$2.5M out of a total WECDSB budget for transportation of \$7.53M. Implementing Option 1 would result in an additional \$1.3M expenditure for Board transportation, which represents a 52% increase over the current secondary school busing budget and a 17% increase over the current total WECDSB transportation budget. It is again emphasized that the cost exposure to WECDSB may be significantly greater, as WECDSB may be required to cover the costs of the other boards if those boards are compelled to implement Option 1 after WECDSB unilaterally proceeds to implementation. This latter action may have further legal implications given the

incorporated status of WESTS and the commitment of the four school board partners to operate an integrated transportation service through this separate company.

TIMELINES:

Implementation of any changes to secondary school busing would require approximately one year lead time from the date of formal approval to proceed with changes.

APPENDICES:

None.

REPORT REVIEWED BY:

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL:	Review Date:	September 20, 2016
<input checked="" type="checkbox"/>	EXECUTIVE SUPERINTENDENT:	Approval Date:	September 21, 2016
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	September 21, 2016



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

Meeting Date:
September 27, 2016

BOARD REPORT

Public **In-Camera**

PRESENTED FOR: Information Approval

PRESENTED BY: Senior Administration

SUBMITTED BY: Paul A. Picard, Director of Education
Emelda Byrne, Executive Superintendent of Education K-12

SUBJECT: **APPOINTMENT OF PATRICIA AMARAL, REPRESENTATIVE, ONTARIO FEDERATION FOR CEREBRAL PALSY (OFCP) TO THE SPECIAL EDUCATION ADVISORY COMMITTEE (SEAC)**

RECOMMENDATION:

That the Board approve the appointment of Patricia Amaral, representative, Ontario Federation for Cerebral Palsy (OFCP) to the Special Education Advisory Committee (SEAC) for the remainder of the four-year term, ending November 30, 2018.

SYNOPSIS:

Ontario Federation for Cerebral Palsy (OFCP) has notified the Board that they have nominated Patricia Amaral to serve as OFCP'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.

Patricia Amaral 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, Patricia Amaral's appointment will be effective immediately upon Board approval for the current four-year term which ends November 30, 2018.

APPENDICES:

- Appendix A: Letter from Ontario Federation for Cerebral Palsy dated June 27, 2016.
- Appendix B: Ontario Regulation 464/97 Special Education Advisory Committees.

REPORT REVIEWED BY:

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL:	Review Date:	August 30, 2016
<input checked="" type="checkbox"/>	EXECUTIVE SUPERINTENDENT:	Approval Date:	August 30, 2016
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	August 30, 2016



APPENDIX 'A'

June 27, 2016

Windsor-Essex Catholic District School Board
Mary DiMenna, Trustee
1325 California Avenue
Windsor, Ontario
N9B 3Y6

Dear Ms. DiMenna:

The Ontario Federation for Cerebral Palsy would like to take this opportunity to nominate our representative member to the Windsor-Essex Catholic District School Board Special Education Advisory Committee.

We nominate Patricia Amaral as our OFCP representative. Patricia is the parent of a young son with cerebral palsy who is a lifetime member of OFCP. She is a strong advocate for students with cerebral palsy and for all children and adults with exceptionalities.

The Ontario Federation for Cerebral Palsy is applying as a representative member. Please let us know if you require additional information. Thank you for your consideration of this nomination.

Best regards,

Gordana Skrba
Executive Director (Interim)

✓ Cc: Cathy Geml, Associate Director of Education
Student Achievement K-12

APPENDIX B**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.



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

Meeting Date:
September 27, 2016

BOARD REPORT

Public **In-Camera**
PRESENTED FOR: Information Approval
PRESENTED BY: Senior Administration
SUBMITTED BY: Paul A. Picard, Director of Education
 Emelda Byrne, Executive Superintendent of Education
SUBJECT: **APPOINTMENT OF JILLIAN FENECH, REPRESENTATIVE, AUTISM ONTARIO TO THE SPECIAL EDUCATION ADVISORY COMMITTEE (SEAC)**

RECOMMENDATION:

That the Board approve the appointment of Jillian Fenech, representative, Autism Ontario to the Special Education Advisory Committee (SEAC) for the remainder of the four-year term, ending November 30, 2018.

SYNOPSIS:

Autism Ontario has notified the Board that they have nominated Jillian Fenech to serve as Autism Ontario'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.

Jillian Fenech 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, Jillian Fenech's appointment will be effective immediately upon Board approval for the current four-year term which ends November 30, 2018.

APPENDICES:

- Appendix A: Letter from Autism Ontario dated July 31, 2016.

REPORT REVIEWED BY:

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL:	Review Date:	August 30, 2016
<input checked="" type="checkbox"/>	EXECUTIVE SUPERINTENDENT:	Approval Date:	August 30, 2016
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	August 30, 2016



July 31, 2016

Dear Mrs. Terri Maitre,

On behalf of the Windsor Essex Chapter of Autism Ontario, please accept this letter as formal recommendation that Jillian Fenech fill the role of Special Education Advisory Committee (SEAC) representative for the Windsor Essex Catholic District School Board and Livia Congi will be the alternative as of July 31, 2016.

Jillian Fenech and Livia Congi have been selected by the Chapter Leadership Council to be the SEAC Representative for the Chapter.

Please do not hesitate to contact me if you have any questions or require clarification on this matter. I can be reached at 519-250-1893.

Jillian Fenech - jillianfenech1981@hotmail.com

519-551-2567

Livia Congi – livia.windsor@autismontario.com

519-329-7896

Kind Regards,

Trudy Richards

Trudy Richards

President,

Autism Ontario Windsor Essex Chapter



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

Meeting Date:
September 27, 2016

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 April 21, 2016, June 16, 2016

RECOMMENDATION:

That the Board receive the Minutes of the Thursday, April 21, 2016 and Thursday, June 16, 2016 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 October 20, 2016 at the Catholic Education Centre.

APPENDICES:

- Special Education Advisory Committee Minutes of Thursday, April 21, 2016 and Thursday, June 16, 2016.

REPORT REVIEWED BY:

<input type="checkbox"/>	EXECUTIVE COUNCIL:	Review Date:	
<input checked="" type="checkbox"/>	EXECUTIVE SUPERINTENDENT:	Approval Date:	September 20, 2016
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	September 20, 2016



Windsor-Essex Catholic District School Board

1325 California Ave., Windsor, ON N9B 3Y6

Phone: (519) 253-2481 Fax: (519) 253-0620

SPECIAL EDUCATION ADVISORY COMMITTEE MEETING

DATE: Thursday April 21, 2016 TIME: 6:00 p.m.

**Windsor Essex Catholic Education Centre
1325 California Avenue, Windsor**

Trustees

Lisa Soulliere – Trustee Member (Chair)

Mary DiMenna – Trustee Member

Administration

Cathy Geml – Associate Director of Education
(ex-officio)

Rosemary Lo Faso, Superintendent Student
Achievement

Principals' Association

John Riberdy

Ministry of Education & Training

Joy Antoniuk – Education Officer

Association Representatives

Melanie Allen - VIEWS

TBA – Autism Ontario Windsor-Essex

Joanna Zeiter – Easter Seals (Vice Chair)

TBA – Community Living

Shelley Lavoie – Learning Disabilities Association

Tim Dufour – Up About Down (Windsor-Essex
Down Syndrome Association)

MINUTES – APRIL 21, 2016

1. Call to order – Lisa Soulliere (Chair) Meeting called to order at 6pm
2. Opening Prayer – Lisa Soulliere, SEAC MEMBERS
3. Welcome/Introductions 6:05pm
 - a. Tim Dufour – new SEAC member representing Up About Down – Windsor-Essex Down Syndrome Association
 - b. Welcome Lorne Rocheleau – presenter for the evening
4. Recording of Attendance – Regrets – Tim Dufour, Shelley Lavoie
5. Approval of Agenda - **Motion by Melanie Allen and seconded by Joanna Zeiter that the Agenda be approved and circulated. Carried**
6. Agenda Questions from Observers - *No observers*
7. Disclosure of Pecuniary Interest – *None*
8. Approval of Minutes - **Motion by Mary DiMenna and seconded by Melanie Allen that the minutes be approved and circulated. Carried**
9. Business Arising - *None*
10. Information Items - Lorne Rocheleau – Job Start
 - New initiative – Community Living for both Windsor and Essex in conjunction with GECDSB and WECDSB
 - Joint initiative to help intellectually and developmentally disabled children find meaningful permanent employment after high school.
 - Funded by the Ministry of Community and Social Services

- Employment specialists come to schools to help students find jobs – hire people to approach employers to hire those with disabilities
- Assist in unrolling to our students – passed around curriculum (tool kit)
- Now a spotlight on transition planning for after high school

11. Report from Chair – None

12. Report from Trustees – Mary DiMenna

- ARCs complete
- St John Windsor to close – Effective September 2016 Grades JK-6 will attend at St. James School; Grades 7 & 8 will be temporarily housed at St. John School until renovations are complete at Assumption.
- St Bernard in Amherstburg will be closed. Effective September 2016 those students will go to Stella Maris.
- Queen of Peace to close. Effective September 2016 Students in Grade JK-6 will move to St Louis School. The Grade 7-8 students will be temporarily housed at Queen of Peace while renovations are made to accommodate them at Cardinal Carter.
- At the next Board meeting, Mary DiMenna will move that effective September 2016, students from Holy Name, St. John de Brebeuf and Our Lady of the Annunciation Catholic Elementary Schools may elect to attend the new middle school at Cardinal Carter and that the Board will provide transportation for those students; and that Administration prepare a financial impact report on this matter, which would also contain information that would gauge the level of interest for attendance at the middle school among those families.

Motion by Mary DiMenna to accept the information items and reports as information and seconded by Melanie Allen. *Carried.*

13. Report from Associate Director of Education

- May 19 is the Day of Champs at Cardinal Carter for high school students
- June 10 is the Day of Champs at Villanova for elementary school students
- John Riberdy, effective September 2016, will be the principal at the middle school at Assumption
- Arranging a meeting for parents/families for more information in regard to Special Education as far as transition to the new schools

Motion by Melanie Allen and seconded by Mary DiMenna that the report from the Associate Director of Education be accepted as information. *Carried*

14. New Business – None

15. Association Reports

- VIEWS NEWS – newsletter attached/provided by Melanie Allen.
- Easter Seals – April conference was very successful. A webcast of the conference will be available soon. Joanna spoke at the Easter Seals Telethon.

Motion by Joanna Zeiter to accept the Association reports as information and seconded by Melanie Allen. *Carried.*

16. Closing Prayer – SEAC MEMBERS

17. Adjournment 6:31 pm

18. Next meeting: May 19, 2016



Windsor-Essex Catholic District School Board

1325 California Ave., Windsor, ON N9B 3Y6

Phone: (519) 253-2481 Fax: (519) 253-0620

SPECIAL EDUCATION ADVISORY COMMITTEE MEETING

DATE: Thursday June 16, 2016 TIME: 6:00 p.m.

**Windsor Essex Catholic Education Centre
1325 California Avenue, Windsor**

Trustees

Lisa Soulliere – Trustee Member (Chair)

Mary DiMenna – Trustee Member

Administration

Cathy Geml – Associate Director of Education
(ex-officio)

Joseph Ibrahim – Superintendent Student
Achievement

Principals' Association

John Riberdy

Association Representatives

Melanie Allen - VIEWS

TBA – Autism Ontario Windsor-Essex

Joanna Zeiter – Easter Seals (Vice Chair)

TBA – Community Living

Christine Stanley – Learning Disabilities Association

Tim Dufour – Up About Down (Windsor-Essex
Down Syndrome Association)

Ministry of Education & Training

Joy Antoniuk – Education Officer

MINUTES

1. Call to order – Lisa Soulliere (Chair) 6:09pm
2. Opening Prayer – Lisa Soulliere, SEAC 6:09
3. Welcome/Introductions: Lisa Soulliere, Lucie Lombardo from Idawe as an observer pending approval as an alternate because Christine Stanley was unable to attend, Joanna Zeiter, Melane Allen, John Riberdy, Sarah Stanton as the alternate from Up About Down, Joe Ibrahim, Cathy Geml
4. Recording of Attendance: regrets Mary DiMenna, Tim Dufour
5. Approval of Agenda - **Motion by Melanie Allen and seconded by Joanna Zeiter that the Agenda be approved and circulated. Carried**
6. Agenda Questions from Observers - none
7. Disclosure of Pecuniary Interest - none
8. Approval of April Minutes- deferred as they were not included in the agenda package
9. Business Arising - none
10. Information Items
 - Letter to Ministry of Education from TCDSB re: funding for hearing and vision testing at the time of registration
 - Letter to Directors from Nipissing-Parry Sound CDSB re: Supporting Students with Special Education Needs in FSL
 - Letter from District School Board of Niagara to the Ministry of Children and Youth Services commending the department in regard to services to families of children with Autism
 - Letter from Ontario Catholic School Trustees' Association re: Changes to Ontario Province's Autism Services Program

- Letter to Ministry of Education from TCDSB re: funding model adjustments for Special Education
- 2015-2016 Special Education Plan for review

Motion by Joanna Zeiter and seconded by Melanie Allen that the above noted documents be accepted as information. *Carried*

11. Report from Chair – none
12. Report from Trustees – Lisa Soulliere:
 - We are at the end of the budget process for 16/17.
 - Received final draft at last board meeting – posted on website soon.
 - Can focus on special interest areas
 - Spec ed is about 3.5 million over – consistent with last year.
 - Committed to special education – going to stay the course.
 - 55 new students who require support in 16/17.
 - In a positive place in regard to enrolment – seeing stabilization in elementary. Some decline in secondary which is a carry forward from the past decline in elementary.
 - Still an opportunity to contribute to budget deliberations – Process is to email business, email trustees. Process is posted on website.
 - Deficit-have been addressing it well over the years – best education provided and put money away for capital deficit (building).
 - Lifetime benefits mandated by court now \$41mil instead of \$4mil. Use reserves to offset.
 - With her retirement, this is Cathy Geml’s last SEAC meeting and her last day is June 30. She has had a huge special education impact within the Board. Her touch has been seen and will be missed. On behalf of everyone “thank you”. There is an open house for Cathy from 3pm-6pm Friday, June 17 at the CEC. SEAC is welcome to attend.

Motion by Melanie Allen and seconded by Joanna Zeiter to accept chair/trustee’s report as information. *Carried*.

13. Report from Associate Director of Education – Cathy Geml:
 - CYW Changes – ministry directive – started with 2 , then 7 and added 2 more.
 - At 20 CYWs for 15-16 and carrying forward to 16-17.
 - Closing 7 transition rooms; keeping 1 in Leamington and 1 at St. John/St. James. Then following year (17-18) no transition rooms.
 - Family of schools model – 2 or 3 assigned to a family of schools. The secondary school is the home base.
 - Maintain crisis support with system CYWs (4 assigned centrally for emergencies and as needed).
 - No cuts to spec ed staff. **Joe Ibrahim:** all students will have assistance when needed with the goal to move the student ahead.
 - “Check and connect”, “Fun friends in JK”, “Friends for Life in Grade 4”
 - CYW training in Aug/Sept to deal with death, divorce, sexuality, etc.
 - **John Riberdy:** transition room: social skills building, spoke to the benefits of CYWs and their ability to assist students and staff alike.

Question from Lisa Soulliere – Are the CYWs apprehensive to be in high schools? **Joe Ibrahim** – no, based on discussions with CYWs to date.

Question from Joanna Zeiter – what to do with a student who needs a break from the classroom when there isn't a transition room? **Cathy Geml**: Teachers use the training received – there are steps to follow and language to use. CEC (mental health) staff will go to the school as requested by the principal.

- Joseph Ibrahim – new Superintendent K-12 for Special Education, Safe Schools, Mental Health and International Baccalaureate
- IDRS, Complex Support update – ministry has decided to put aside complex support for now; focusing on idrs, optp, speech delivery of service. Essex county services have been good.

Proposal submitted – ministry sent back with generic questions – our board already has those things in place. Should move forward status quo. Complex support should be 2 or 3 years away.

Motion by Melanie Allen and seconded by Joanna Zeiter that the report from Cathy Geml, Associate Director be accepted as information. Carried

14. New Business – Spec Ed Plan 2016 Amendments were reviewed by Cathy Geml and circulated around the room.

Motion by Melanie Allen and seconded by Joanna Zeiter that the Spec Ed Plan Amendments be approved and submitted to the Board and the Ministry of Education. Carried

– next year's SEAC meeting schedule – third Thursday's (schedule attached)
approved as included in the Spec Ed Plan 2016 Amendments.

15. Association Reports – Lucie Lombardo – Idawe – thank you to the Board – services have been successful and look forward to 16-17.
16. Closing Prayer – 7:13 pm
17. Adjournment 7:13 pm

Next Meeting: Thursday, September 15, 2016

PLEASE NOTIFY JERI LINTON BY E-MAIL jeri_linton@wecdsb.on.ca or by phone 519-253-2481 ext. 1225 IF YOU OR YOUR ALTERNATE IS UNABLE TO ATTEND.



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

Meeting Date:
September 27, 2016

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 – PAVING PROJECTS FOR
HOLY CROSS, ST. ANNE FRENCH IMMERSION AND
ST. ANGELA CATHOLIC ELEMENTARY SCHOOLS**

RECOMMENDATION:

That the actions of Administration be confirmed and ratified in the awards of tender and the issuance of purchase order contracts for paving at Holy Cross Catholic Elementary School in the amount of \$252,700 plus HST to Fuller Construction, St. Anne French Immersion and St. Angela Catholic Elementary Schools in the amount of \$240,432 plus HST to SLR Contracting, all to be funded from the approved 2015-16 School Condition Improvement Budget.

SYNOPSIS:

This report provides a summary of the proposed pavement improvement projects at Holy Cross, St. Anne French Immersion and St. Angela Catholic Elementary Schools.

BACKGROUND COMMENTS:

At its meeting of June 22, 2015, the Board approved a budget of \$3,808,187 for the School Condition Improvement program for the 2015-16 fiscal year of which \$500,000 was allocated to pavement projects. The School Condition Improvement budget has, in recent years, been the funding source for paving projects, among other capital projects.

In accordance with the Board's Purchasing Policy, Tender #623 was issued for paving projects at the above mentioned schools.

A formal tender opening was held on July 14, 2016 at the Catholic Education Centre with Shannon Ficon (Manager of Purchasing and Payroll), Carl Ranger (Technical Supervisor – Facilities Services), Will Tape (Haddad Morgan & Associates Ltd. Engineering Consultant), and a representative from SLR Contracting Inc. No other individuals attended the opening.

FINANCIAL IMPACT:

A total of two (2) bidders submitted for these projects. The bid results are summarized in the table below. All submissions were reviewed and determined in compliance.

A summary of the low bidders meeting specifications for each of the projects is provided below:

Bidder	Project	Bid Amount (excluding taxes)
Fuller Construction (1986) Inc. 5487 Rhodes Drive Windsor, ON N8N 2M1	Holy Cross Catholic Elementary School	\$221,700
	Holy Cross Catholic Elementary School Separate Price 200-1 Parking Area	\$27,900
	Holy Cross Catholic Elementary School Separate Price 200-2 Curb Repair	\$3,100
Fuller Total		\$252,700
SLR Contracting Group Inc. 6260 Westar Drive Windsor, ON N9J 0B5	St. Anne French Immersion Catholic Elementary School	\$113,976
	St. Anne French Immersion Catholic Elementary School Separate Price 300-1 Fencing	\$6,200
	St. Anne French Immersion Catholic Elementary School Separate Price 300-2 Pier Modification	\$5,000
	St. Angela Catholic Elementary School	\$115,256
SLR Total		\$240,432
GRAND TOTAL		\$493,132

As the Board Approved School Condition Improvement paving budget for the 2015-16 fiscal year is \$500,000 and the total estimated cost of paving projects is \$493,132, there are sufficient funds available for the projects noted above. Given the availability of approved budget funds and given the time constraints to get this work completed before school began in September, administration approved proceeding with the work, subject to subsequent confirmation and ratification by the Board.

TIMELINES:

Fuller Construction commenced work at Holy Cross Catholic Elementary School immediately upon issuance of a purchase order and SLR Contracting commenced work on July 25, 2016 at St. Angela and St. Anne's French Immersion Catholic Elementary Schools concurrently. All paving projects were substantially completed by Wednesday, August 31, 2016.

APPENDICES:

Public Tender Results - Tender #623 - 2016 Paving Projects

REPORT REVIEWED BY:

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL:	Review Date:	September 20, 2016
<input checked="" type="checkbox"/>	EXECUTIVE SUPERINTENDENT:	Approval Date:	September 20, 2016
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	September 20, 2016

Appendix A

PUBLIC TENDER RESULTS
Tender #623 - 2016 Paving Projects
Total Stipulated Sum (Excludes HST)

School	Fuller Construction Total Stipulated Sum (Excl. HST)	SLR Contracting Total Stipulated Sum (Excl. HST)
Holy Cross	<u>\$221,700.00</u>	\$237,621.00
St. Anne FI	\$136,100.00	<u>\$113,976.00</u>
St. Angela	\$121,700.00	<u>\$115,256.00</u>
St. John Vianney	\$29,600.00	\$35,700.00
Separate Price 200-1 Holy Cross Parking Area	<u>\$27,900.00</u>	\$24,750.00
Separate Price 200-2 Holy Cross Curb Repair	<u>\$3,100.00</u>	\$1,100.00
Separate Price 300-1 St. Anne FI Fencing	\$9,350.00	<u>\$6,200.00</u>
Separate Price 300-2 St. Anne FI Pier Modification	\$7,200.00	<u>\$5,000.00</u>
Total Approved Amount - by Contractor	\$252,700.00	\$240,432.00
Grand Total Approved Amount - All Contractors	\$493,132.00	

Note: (1) Approved amounts for each item have been shown in bold and underlined.

(2) Did not proceed with St. John Vianney due to bids being higher than reasonable given current market.



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

Meeting Date:
September 27, 2016

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 – SCHOOL CONSOLIDATION PROJECTS
RECOMMENDATION:

That the actions of administration be confirmed and ratified in the awarding of tenders and the issuance of purchase order contracts for the construction and renovations pertaining to School Consolidation Projects in the amount of \$663,431.83 plus HST to TCI Titan Contracting Inc. for Assumption Catholic Middle School, in the amount of \$1,419,406.60 plus HST to TCI Titan Contracting Inc. for Stella Maris Catholic Elementary School and in the amount of \$950,907.00 plus HST to Wincon Construction 1986 Ltd. for St. Louis Catholic Elementary School.

SYNOPSIS:

During the summer, administration proceeded to award tenders for the construction and renovations associated with the school consolidations as previously pre-approved by the Board. This report recommends confirmation and ratification of administration's action in awarding the tenders for these projects.

BACKGROUND COMMENTS:

At a special regular meeting held on April 5, 2016, the Board approved proceeding with school consolidations in West Windsor, Amherstburg and Leamington. The individual approvals by the Board for each location directed that application be made to the Ministry of Education through the School Consolidation Capital (SCC) Program for funding for the construction of additions/renovations, as may be required, to support the consolidations.

By letter dated May 19, 2016, the Ministry of Education confirmed approval of funding as follows:

Total School Consolidation (SCC) Funding	\$8,789,726
Total Full Day Kindergarten (FDK) Funding	\$518,998
Total Combined Funding	<u>\$9,308,724</u>

The breakdown of funding by each location is provided in the following table:

**SCHOOL CONSOLIDATION PROJECTS
MINISTRY APPROVED FUNDING**

Location	Description of Work	SCC Funding (\$)	FDK Funding (\$)	Total Combined Funding (\$)
Leamington	<ul style="list-style-type: none"> Renovations to St. Louis Addition/Renovations to Cardinal Carter 	4,463,038	-	4,463,038
West Windsor	<ul style="list-style-type: none"> Addition/Renovations to Assumption Addition/Renovations to St. James 	2,571,261	518,998	3,090,260
Amherstburg	<ul style="list-style-type: none"> Addition/Renovations to Stella Maris 	1,755,427	-	1,755,427
TOTALS		8,789,726	518,998	9,308,725

Note: Funding includes construction contingencies, professional fees and HST.

The table above reflects funding approved by the Ministry for all submitted requests under the Board's original application, with the exception of the Assumption Middle School renovations, which were not approved for funding by the Ministry. It was proposed by administration to fund this specific work through the Board's School Renewal allocation and/or School Condition Improvement allocation, as may be applicable. Furthermore, parking lot and bus bay reconfigurations at both St. Louis and Stella Maris were proposed to be funded through these two allocations, also as may be applicable.

Estimated costs were provided to the Board of Trustees by administrative report at the Board's June 27, 2016. These costs along with the actual awarded tender submissions, as detailed in Appendix A, are provided in the following table:

**SCHOOL CONSOLIDATION PROJECTS
ORIGINAL ESTIMATED COSTS AND ACTUAL TENDER SUBMISSIONS**

No.	Location	Description of Work	Original Estimated Construction Cost (\$)	Actual Awarded Tender Submissions (\$)
1	St. Louis	<ul style="list-style-type: none"> Parking Lot Bus Bay 	TBD ¹	950,907
	St. Louis	<ul style="list-style-type: none"> Interior Renovations 	413,100	
2	Assumption Middle School	<ul style="list-style-type: none"> Interior Renovations 	TBD ¹	663,432
3	St. James	<ul style="list-style-type: none"> 2 Room JK/SK Addition Parking Lot 	1,221,000	1,321,000
4	Stella Maris	<ul style="list-style-type: none"> Parking Lot Bus Bay 4 Room Addition Interior Renovations 	1,359,550 (Parking Lot & Bus Bay & Bus Bay TBD ¹)	1,167,727 + 251,680 (Pkg Lot & Bus Bay) = 1,419,407

5	Assumption Middle School	<ul style="list-style-type: none"> New Gymnasium 	1,418,625	Not yet tendered
6	Cardinal Carter Middle School	<ul style="list-style-type: none"> Interior Renovations New Gymnasium 	3,065,850	Not yet tendered

Note: 1. Estimated construction costs were yet to be determined by project architects at time of June 27, 2016 report to the Board.

FINANCIAL IMPACT:

The financial impacts pertaining to the projects where tenders have been awarded are detailed as follows:

1. St. Louis - Parking Lot, Bus Bay and Interior Renovations

The Ministry of Education provided School Consolidated Capital funding for the interior renovations only, with the Board having to cover parking lot and bus bay costs through School Renewal funding. The interior renovations tender cost came in at \$290,226, which was well below the originally estimated construction cost of \$413,100. The parking lot and bus bay work had not been estimated at the time of the June 27th Board report, but came in at \$600,681. This is likely a premium due to the tight timelines for project completion and the limited availability of paving contractors during the summer construction season. It is also a result of enhanced design requirements imposed by the Town of Leamington on the Board. The interior renovations are fully covered through the School Consolidation Capital grant. The parking lot and bus bay work is to be funded through the balance of the School Consolidation Capital grant and through the Board's School Renewal allocation. Details regarding estimated expenditures and funding are provided as follows:

Tendered Construction Cost - Interior Renovations	\$ 290,226
Tendered Construction Cost - Parking Lot & Bus Bay	600,681
<u>Construction Contingency</u>	<u>60,000</u>
Total Tendered Construction Cost - Wincon	\$ 950,907
<u>Plus: Estimated Professional and Other Fees</u>	<u>99,000</u>
Total Estimated Project Cost	\$1,049,907
Less: School Consolidation Capital Funding	534,396
<u>Less: School Renewal Funding</u>	<u>515,511</u>
<u>Balance</u>	<u>\$ 0</u>

2. Assumption Middle School - Interior Renovations

The Ministry of Education did not approve the Board's request for School Consolidation Capital grant funding for this work. Therefore, the Board proceeded with the work as a charge to the Board's School Renewal allocation. The interior renovations work had not been estimated at the time of the June 27th Board report, but came in at \$663,432. This is likely a premium due to the tight timelines for project completion. Details regarding estimated expenditures and funding are provided as follows:

Total Tendered Construction Cost - TCI Titan	\$ 663,432
<u>Plus: Estimated Professional and Other Fees</u>	<u>73,000</u>
Total Estimated Project Cost	\$ 736,432
<u>Less: School Renewal Funding</u>	<u>736,432</u>
<u>Balance</u>	<u>\$ 0</u>

3. St. James - Addition and Parking Lot

The Ministry of Education provided School Consolidated Capital and Full Day Kindergarten (FDK) Capital funding for the addition only, with the Board having to cover associated interior renovation and parking lot costs through School Renewal funding. The tender cost for all of the work came in at \$1,321,000, which was above the originally estimated construction cost of \$1,221,000. This is likely a premium due to the tight timelines for project completion. The addition is fully covered through the School Consolidation Capital grant. The associated interior renovations, parking lot and bus bay work is to be funded through the balance of the School Consolidation Capital grant and through the Board's School Renewal allocation. Details regarding estimated expenditures and funding are provided as follows:

Total Tendered Construction Cost - Oscar	\$1,321,000
Plus: Estimated Professional and Other Fees	145,000
Total Estimated Project Cost	\$1,466,000
Less: School Consolidation and FDK Capital Funding	1,258,075
Less: School Renewal Funding	207,925
Balance	\$ 0

4. Stella Maris - Parking Lot, Bus Bay, Addition and Interior Renovations

The Ministry of Education provided School Consolidated Capital funding for the addition and interior renovations only, with the Board having to cover parking lot and bus bay costs through School Renewal funding. The total tender cost for all work, including the parking lot and bus bay, came in at \$1,419,407, which was comparable to the originally estimated construction cost of \$1,359,550, although it is noted that the estimate did not include the parking lot and bus bay costs. The parking lot and bus bay work had not been estimated at the time of the June 27th Board report, but came in at \$251,680. All of the work is fully covered through the School Consolidation Capital grant. Board administration will work with the Ministry to obtain approval to use the estimated surplus funding of \$198,020 to offset charges to the Board's School Renewal allocation for the other projects. Details regarding estimated expenditures and funding for the Stella Maris project are provided as follows:

Tendered Construction Cost - Addition & Renovations	\$1,167,727
Tendered Construction Cost - Parking Lot & Bus Bay	251,680
Total Tendered Construction Cost - TCI Titan	\$1,419,407
Plus: Estimated Professional and Other Fees	138,000
Total Estimated Project Cost	\$1,557,407
Less: School Consolidation Capital Funding	1,755,427
Estimated Unspent Funding	\$ 198,020

APPENDICES:

None.

REPORT REVIEWED BY:

<input checked="" type="checkbox"/> EXECUTIVE COUNCIL:	Review Date:	September 20, 2016
<input checked="" type="checkbox"/> EXECUTIVE SUPERINTENDENT:	Approval Date:	September 20, 2016
<input checked="" type="checkbox"/> DIRECTOR OF EDUCATION:	Approval Date:	September 20, 2016

APPENDIX A**PUBLIC TENDER RESULTS
SCHOOL CONSOLIDATION PROJECTS - 2016****St. Louis Catholic Elementary School
Interior Renovations, Parking Lot and Bus Bay**

Bidder	Total Stipulated Sum (Excl. HST) (\$)
Alliance General Contracting of Windsor, Inc.	936,527 ¹
Wincon Construction 1986 Ltd. (Tender Award)	<u>950,907</u>²
DeAngelis Construction Inc.	1,045,782
Oscar Construction Company Limited	1,120,947
Vince Ferro Construction Ltd.	1,490,275
TCI Titan Contracting Inc.	2,201,048

- Note: 1. Apparent low bidder, Alliance General Contracting of Windsor, Inc. failed to complete the required Form of Tender and, after consultation with Board legal counsel, was disqualified.
2. Wincon Construction 1986 Ltd. was determined to be the low bidder meeting tender requirements and was therefore awarded the project.

**Assumption Catholic Middle School
Phase 1 - Interior Renovations**

Bidder	Total Stipulated Sum¹ (Excl. HST) (\$)
TCI Titan Contracting Inc. (Tender Award)	<u>663,432</u>²
Vince Ferro Construction Ltd.	688,510
Oscar Construction Company Limited	734,000
DeAngelis Construction Inc.	759,604
Alliance General Contracting of Windsor, Inc.	814,944

- Note: 1. Total Stipulated Sum includes separate pricing for replacing the existing heating supply and return piping distribution system.
2. TCI Titan Contracting Inc. was determined to be the low bidder meeting tender requirements and was therefore awarded the project.

**St. James Catholic Elementary School
Interior Renovations and Parking Lot**

Bidder	Total Stipulated Sum (Excl. HST) (\$)
Oscar Construction Company Limited (Tender Award)	<u>1,321,000</u>¹
Wincon Construction 1986 Ltd.	1,383,932
Alliance General Contracting of Windsor, Inc.	1,396,602
Vince Ferro Construction Ltd.	1,401,378
TCI Titan Contracting Inc.	1,419,442

Note: 1. Oscar Construction Company Limited was determined to be the low bidder meeting tender requirements and was therefore awarded the project.

**Stella Maris Catholic Elementary School
Interior Renovations, Parking Lot and Bus Bay**

Bidder	Total Stipulated Sum¹ (Excl. HST) (\$)
TCI Titan Contracting Inc. (Tender Award)	1,419,407¹
Vince Ferro Construction Ltd.	1,481,300
DeAngelis Construction Inc.	1,521,809
Oscar Construction Company Limited	1,563,500
Alliance General Contracting of Windsor, Inc.	1,636,929
Wincon Construction 1986 Ltd.	1,674,600

Note: 1. Total Stipulated Sum includes separate pricing for shelving systems, air conditioning units for adjacent classrooms, parking lot expansion and bus bay expansion.
2. TCI Titan Contracting Inc. was determined to be the low bidder meeting tender requirements and was therefore awarded the project.



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

Meeting Date:
September 27, 2016

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: ANNUAL HONORARIA REVIEW

RECOMMENDATION:

That approval be given to establish honoraria for Board Members for the period from December 1, 2016 to November 30, 2017 in the amounts of \$9,808.53 for Trustees, \$12,811.06 for Vice-Chair and \$15,813.58 for Chair; and

That the Board approve maintaining the annual honorarium for the Board Chaplain at the current level of \$3,500.

SYNOPSIS:

To review the annual honorarium for the Board Chaplain, and establish honoraria for trustee board members to take effect on December 1, 2016 through November 30, 2017.

BACKGROUND COMMENTS:

Trustee Honorarium

Trustee honoraria are established annually in accordance with the *Education Act* and Ontario Regulation 357/06 *Honoraria for Board Members* and Board Policy T:06 Honoraria for Trustees. The current four-year term of office for the Board of Trustees runs from December 1, 2014 to November 30, 2018.

During the 2010-14 term of office, the *Public Sector Compensation Restraint to Protect Public Services Act, 2010*, and amendments to Ontario Regulation 357/06 - *Honoraria for Board Members*, established restrictions on increases to trustee honorarium. In September 2014, O. Reg. 357/06 was further amended to restrain the base amount limit of trustee honoraria for the 2014-18 term of office. The amended regulation, which was filed on September 23, 2014, establishes the base amount limit of honoraria that a board may pay for the 2014-18 term of office at \$5,900. It also changed the calculation of future increases to the base amount limit which depends on the Ontario Consumer Price Index.

Ontario Regulation 357/06, as amended, sets out the process by which Boards determine the maximum honoraria its members can receive and outlines the various components of trustee remuneration.

Calculations for the third year of the 2014-18 term of office, commencing December 1, 2016 and ending November 30, 2017, are as follows:

Component	Trustee	Vice-Chair	Chair
Base Amount	\$5,900.00	\$5,900.00	\$5,900.00
Ontario CPI Increase Amount	0	0	0
Base Amount Additions	0.00	2,500.00	5,000.00
Enrolment Amount	3,908.53	3,908.53	3,908.53
Enrolment Amount Additions	0.00	502.53	1,005.05
Current Year Totals	\$9,808.53	\$12,811.06	\$15,813.58
Previous Year Totals	\$9,833.35	\$12,839.07	\$15,844.78
DIFFERENCE (%)	-0.25%	-0.22%	-0.20%

There are four components to the Trustee Honoraria as follows:

1. Base Amount:

This component represents an annual base amount that does not exceed \$5,900 for each year of the term of office from December 1, 2014 to November 30, 2018 for all trustees.

Ontario Consumer Price Index (CPI) Increase Amount:

Adjustments to the base amount limit for future terms of office will be limited to the increase in the Ontario Consumer Price Index from the previous term of office.

Base Amount Additions:

An additional annual amount of \$2,500 for the Vice-Chair and \$5,000 for the Chair for each year of the term of office is provided.

2. Enrolment Amount:

The enrolment amount limit is recalculated annually. The WECDSB has elected, through its Policy T:06 Honoraria for Trustees, to implement this component of the honoraria at 100%. The maximum limit is tied to the estimate of the board's day school average daily enrolment (ADE) for the previous year. For example, the 2016-17 enrolment amount would be based on the board's day school estimate for the 2015-16 school year that was reported in June 2015. The 2015-16 estimated ADE was 20,101.0 FTE pupils of the Board. When multiplied by \$1.75 and divided by 9 trustees, this yields an enrolment amount of \$3,908.53 for each trustee.

Enrolment Amount Additions (Chair and Vice-Chair):

An additional annual amount for the Vice-Chair calculated for each year of the term of office is determined by taking the estimated ADE and multiplying it by \$0.025. As noted above, the 2015-16 estimated ADE was 20,101.0 FTE pupils of the Board. When multiplied by \$0.025, this yields an amount of \$502.53 for the Vice-Chair.

An additional annual amount for the Chair is calculated for each year of the term of office by taking the estimated ADE and multiplying it by \$0.05 yielding an amount of \$1,005.05 for the Chair.

3. Attendance Amount:

A board may pay up to \$50 for attendance at a meeting of a committee of the board that is *required to be established by an act or regulation*. Boards may not pay an attendance amount for attending other meetings. There are currently four committees that require membership of one or more trustees under the *Education Act*: Audit Committee, Parent Involvement Committee, Supervised Alternate Learning Committee and Special Education Advisory Committee. The WECDSB has elected, through its Policy T:06 Honoraria for Trustees, not to implement this component of the honoraria.

4. Distance Amount:

The Board does not qualify for a distance amount. The distance amount is only applicable in a Board with an area of jurisdiction greater than 9,000 square kilometres and to a trustee whose residence is more than 200 kilometres from the place where the Board meeting is held.

Student Trustee Honorarium

In accordance with Ontario Regulation 7/07 *Student Trustees* and Board Policy T:01 Student Trustees, the honoraria for student trustees is set at \$2,500.00 per term, which current term extends from August 1, 2016 to July 31, 2017.

Board Chaplain Honorarium

At the October 27, 2015 Board Meeting, the Board of Trustees approved maintaining the annual honorarium for the Board Chaplain at the current level of \$3,500. Historical levels of Board Chaplain Honorarium are provided below:

<u>Effective Date</u>	<u>Annual Honorarium</u>
November 9, 2010	\$3,500
September 1, 2007	\$3,000
Pre September 2007	\$2,600

The honorarium for Board Trustees has been declining in recent years consistent with the decline in enrolment and provincial restraint measures. Also, the \$2,500 annual honorarium for Student Trustees has remained fixed in recent years under Ministry regulation. Given these two factors, it is being recommended that no adjustment be made to the Board Chaplain honorarium at this time.

FINANCIAL IMPACT:

The above calculated honoraria for the period of December 1, 2016 to November 30, 2017 are as follows: \$9,808.53 for Trustees, \$12,811.06 for Vice-Chair and \$15,813.58 for Chair.

The total trustee honoraria calculated for the September 1, 2016 to August 31, 2017 **fiscal year** equals \$97,343, which, when added to the \$2,500 provided to each of two student trustees, yields a total of \$102,343. The 2016-17 budget for trustee honorarium was established at \$102,343, and as such, the proposed total trustee honorarium amount is within the limits of the 2016-17 Board approved Budget Estimates.

The amount contained in the 2016-17 Budget Estimates for the Board Chaplain honorarium is \$3,500. Therefore, sufficient funds exist to fund an honorarium at this level.

TIMELINES:

The annual trustee honoraria amounts apply for the December 1, 2016 to November 30, 2017 year. Honoraria for the 2017-18 year will be established prior to October 15, 2017.

APPENDICES:

Not applicable.

ON-LINE RESOURCES:

- Ontario Regulation 357/06 Honoraria for Board Members
<http://www.ontario.ca/laws/regulation/060357>
- Ontario Regulation 7/07 Student Trustees
<http://www.ontario.ca/laws/regulation/070007>
- Board Policy T:06 Honoraria for Trustees
<http://www.wecdsb.on.ca/pdf/policies/T06.pdf>
- Board Policy T:01 Student Trustee - Policy
<http://www.wecdsb.on.ca/pdf/policies/T01.pdf>

REPORT REVIEWED BY:

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL:	Review Date:	September 13, 2016
<input checked="" type="checkbox"/>	EXECUTIVE SUPERINTENDENT:	Approval Date:	September 13, 2016
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	September 13, 2016