



**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

REVISED

REGULAR BOARD MEETING
Tuesday, May 23, 2017 at 7:00 p.m.
Windsor Essex Catholic Education Centre
John Paul II Board Room

AGENDA

1. Call To Order
2. Opening Prayer
3. Recording of Attendance
4. Approval of Agenda
5. Disclosure of Interest - Pursuant to the Municipal Conflict of Interest Act.
6. Presentations:
 - a. Switch on Learning: Everyone Can Code K-12 Robotics and Coding Initiative --
(T. Lyons)
 - b. St. Thomas of Villanova Catholic Secondary School Robotics Team (E. Byrne) --
 - c. Recipient of the Dr. Bette M. Stephenson Achievement Award (EQAO) - --
Cardinal Carter Catholic Secondary School (E. Byrne)
 - d. Recipient of the Certificate of Achievement for the 2016-2017 Prime Minister's --
Award for Teaching Excellence - Rocky Ieraci, Holy Names Catholic High
School Teacher (S. Fields)
7. Delegations:
 - a. Elise Daragon, Principal of St. Bernard/St. Jules Catholic Elementary Schools, --
Maggie Dorian, Vice Principal of St. Bernard, Michael Pio, Vice Principal of
St. Jules, Yvonne Dupuis Chairperson of the St. Bernard Catholic School
Advisory Council to speak to the naming of the new Windsor elementary school.
8. Action Items:
 - a. Previous Meeting Minutes
 - i) Minutes of the Committee of the Whole Board In-Camera Meeting of --
April 11, 2017

- | | |
|--|-------|
| ii) Minutes of the Regular Board Meeting of April 25, 2017 | 1-7 |
| b. Items from the Committee of the Whole Board In-Camera meeting of May 9, 2017. | -- |
| 9. Communications: | |
| a. External (Associations, OCSTA, Ministry): <i>None</i> | |
| b. Internal (Reports from Administration): <i>None</i> | |
| 10. Committee Reports: | |
| a. Report: Special Education Advisory Committee (SEAC) Minutes of February 16, 2017 (E. Byrne) | 8-10 |
| b. Report: French Immersion Advisory Committee (FIAC) Minutes of February 16, 2017 (E. Byrne) | 11-15 |
| 11. Unfinished Business: <i>None</i> | |
| 12. New Business: | |
| a. Report: New Elementary School Name – St. Bernard/St. Jules Communities (D. Fister) | 16-31 |
| b. Report: Tender Approval – STEM Lab Renovations at Holy Names Catholic High School (T. Lyons) | 32-34 |
| c. Report: Tender Approval – HVAC Pump Replacements – Cardinal Carter Catholic Secondary School (T. Lyons) | 35-37 |
| 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, June 13, 2017 • Monday, June 26, 2017 • Tuesday, September 26, 2017 • Tuesday, October 24, 2017 • Tuesday, November 28, 2017 • Tuesday, December 5, 2017 – Trustee Organizational Meeting 7:45 pm start • Tuesday, December 12, 2017 | |

- Tuesday, January 30, 2018
- Tuesday, February 27, 2018
- Tuesday, March 27, 2018
- Tuesday, April 24, 2017
- Tuesday, May 22, 2018
- Tuesday, June 12, 2018
- **Monday**, June 25, 2018

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
Tuesday, April 25, 2017 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>	

S. Binjamin, Student Trustee
L. Zovko, Student Trustee
Rev. L. Brunet, Board Chaplain

Regrets:

Administration:

P. Picard (Resource)	S. Fields	M. Seguin
T. Lyons	J. Ibrahim	J. Ulicny
E. Byrne	R. Lo Faso	
D. Fister	G. McKenzie	
P. King		

Recorder: B. Marshall

1. Call To Order – Chair Holland called the meeting to order at 7:00 pm.
2. Opening Prayer – Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance – All Trustees present.
4. Approval of Agenda – No amendments to the agenda.

Moved by Trustee Soulliere and seconded by Trustee Valentinis that the April 25, 2017 Regular Board meeting agenda be approved as distributed. Carried

5. Disclosure of Interest - Pursuant to the Municipal Conflict of Interest Act.: None
6. Presentations:
 - a. The Arts – Assumption Music Program (E. Byrne)

The Assumption College Catholic High School Music program is under the direction of Mr. Brian Zanier, a teacher and professional musician who is also a graduate of our Catholic School system. The Assumption music program includes the junior band, senior band, jazz band and choir. They are comprised of students from grades 9 through 12 and come from a variety of academic streams; open, applied, academic and International Baccalaureate. Through their involvement in music, these students continually learn many lifelong skills such as dedication, commitment, perseverance, team work, and the pursuit of excellence. These skills will undoubtedly serve them well in their various career paths and future endeavours.

- b. International Education

The International Education program has been a priority for WECDSB for more than five years. As Nadia Desjardins, the Board's International Education Coordinator stated, one-third of all Public school boards across Canada are actively pursuing International Education. In June 2015, the Ministry of Education put forth an International Education Strategy and identified International Education as a priority, to assist boards with declining enrolment. The Ministry recognized the benefits of this strategy extend beyond the classroom and into our communities, building social, cultural, and economic opportunities.

The Board's decision to target Asia was strategic. In September 2016, the Board had 128 International students, 78 who came from the 4 countries members of administration recently visited. For the past two years, the Board has been actively building relationships with this market.

In order to further strengthen the Board's relationships with our Asian Partners, a face-to-face meeting was essential to reinforce the Board's commitment to the International Education Strategy put forth by the Ministry of Education.

Agents from China, Mr. Paul Hoe and Ms. Zoe Wang assisted Ms. Desjardins during the presentation and to answer Trustee questions.

7. Delegations: None
8. Action Items:
 - a. Previous Meeting Minutes
 - i) Minutes of the Special Committee of the Whole Board In-Camera Meeting of March 28, 2017

Moved by Trustee Mastromattei and seconded by Trustee DiMenna that the Minutes of the Special Committee of the Whole Board In-Camera meeting of March 28, 2017 be adopted as distributed. Carried

- ii) Minutes of the Regular Board Meeting of March 28, 2017

Moved by Trustee Valentinis and seconded by Trustee Tope that the Minutes of the Regular Board meeting of March 28, 2017 be adopted as distributed. Carried

- b. Items from the Committee of the Whole Board In-Camera meeting of April 11, 2017.

Vice Chair DiMenna reported that the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board in-camera meeting on April 11, 2017 pursuant to the Education Act - Section 207, to consider specific Security of the Property of the Board 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 Tope that the recommendations and directions of the Committee of the Whole Board at its in-camera meeting of April 11, 2017 be approved. Carried

Vice Chair DiMenna made the following announcements:

From the April 11, 2017 Committee of the Whole Board in-camera meeting:

- Received a verbal report on the Audit Committee Meeting of March 30, 2017 both public and in-camera items.

9. Communications:
- a. External (Associations, OCSTA, Ministry): None
 - b. Internal (Reports from Administration):
 - i) Report: Community Hubs Capital Funding – Minor Retrofits and Accessibility

Trustees inquired on the funding allocation.

Moved by Trustee Soulliere and seconded by Trustee Costante that the Board receive the Community Hubs Capital Funding: Minor Retrofits and Accessibility report as information. Carried

- ii) Report: 2016-2017 Second Interim Financial Variance Report

Moved by Trustee Alexander and seconded by Trustee Mastromattei that the 2016-17 Second Interim Financial Variance Report be received as information. Carried

- iii) Report: 2017-2018 Budget Development and Budget Outlook Update

Moved by Trustee DiMenna and seconded by Trustee Tope that the Board receive the report on 2017-18 Budget Development and Budget Outlook Update as information. Carried

- iv) Verbal Report: Holy Names High School Renovations Update

Senior Manager of Facilities Services McKenzie provided an update on the Holy Names Catholic High School sports field and STEM Academy renovations.

- v) Report: Fourth Annual State of the Board Report to the Windsor-Essex Catholic Community

The State of the Board report is a comprehensive look at the highlights of the last year, as well as the Board's priorities and challenges for the coming year.

Director Picard's State of the Board address can be accessed on the Board's web site.

Moved by Trustee Alexander and seconded by Trustee Soulliere that the Board of Trustees receive the Fourth Annual State of the Board Report to the Windsor Essex Catholic Community as information. Carried

- vi) Report: Strategic Directions and System Priorities for 2017 for the Director of Education and Senior Administration

Moved by Trustee DiMenna and seconded by Trustee Tope that the Board receive the Strategic Directions and System Priorities for 2017 for the Director of Education and Senior Administration as information and that it be used in the evaluation of the Director of Education's performance management process as outlined in Board Policy H: 20 Performance Management – Director of Education. Carried

10. Committee Reports: *None*

11. Unfinished Business: *None*

12. New Business:

- a. Report: Request For Proposal Approval – Building Automation System – St. Thomas of Villanova Catholic Secondary School and St. Pius X Catholic Elementary School

Moved by Trustee Mastromattei and seconded by Trustee DiMenna that the actions of administration be confirmed in the acceptance of the proposal and the issuance of purchase order contract for a Building Automation System at St. Thomas of Villanova Catholic Secondary School in the amount of \$334,881 plus HST and at St. Pius X Catholic Elementary School in the amount of \$119,827 plus

HST to Johnson Controls to be funded from the approved 2016-17 School Condition Improvement Budget. *Carried*

- b. Report: Regular Board Meetings for 2017-2018 School Year and for the Months of July/August 2017

Moved by Trustee Soulliere and seconded by Trustee Costante that the Board adopt the attached schedule of Regular Board meetings for the 2017-2018 School Year as presented; and

That any additional meetings of the Board of Trustees for the months of July and August 2017 be held at the call of the Chair and Vice Chair. *Carried*

- c. Report: 2017-2018 School Year Calendar

Moved by Trustee Tope and seconded by Trustee DiTomasso That the Board approve the Regular School Year Calendar – 2017 - 2018 for the Windsor-Essex Catholic District School Board. *Carried*

13. Notice of Motion: None

14. Remarks and Announcements:

- a. Chairperson of the Board comments:

- On behalf of Trustees, Chair Holland congratulated Trustee Fulvio Valentinis for receiving the Canadian Italian Business and Professional Association Award of Excellence for his Community Service.
- Attending the Ontario Catholic School Trustees' Association Annual General Meeting and Conference in Toronto. This year's theme is Our Voice, Our Message, Our Future. The AGM provides an opportunity for Trustees to meet and discuss provincial issues and to vote on resolutions received by OCSTA members.
- During the week of April 30th to May 5th, Ontario Catholic schools will celebrate the significant contribution that Catholic Education has made to the community, the province and to Canada. Our Catholic Graduate Expectations challenge students to articulate in society those fundamental values that underpin Catholic education. The theme for this year's Catholic Education Week is: ***Walking Forward Together***. There are five sub-themes, one for each day:
 - Walking Forward Together with God;
 - Walking Forward Together with Our Families;
 - Walking Forward Together with Others;
 - Walking Forward Together with Creation; and
 - Walking Forward Together in Hope.

The themes are aimed at helping staff and students to reflect more fully on what *Walking Forward Together* asks of them.

- b. Director of Education provided comments on recent activities supporting the Board's strategic priorities namely;
Catholic Faith Formation: As Chair Holland mentioned, next week is Catholic Education Week. This week is marked by special activities at all grade levels, in all our

schools, including prayer celebrations and many activities.

Employee Development and Student Achievement Initiatives: A number of seminars or workshops are scheduled for the month of May: Wonder League Robotics training; First Nations, Metis, Inuit Studies Professional Development; Bob Uppgren and Equity Project for At Risk Students. The deadline for the Board's summer school programs is Friday, June 2nd.

Community Engagement and Partnerships: Citizenship Ceremony held at Catholic Central on May 3rd. Director will be in attendance.

Celebrating Achievements: The Council for Exceptional Children Windsor-Essex Annual Spring Banquet is scheduled for May 11th. This year's student award winners: Branden Lafleur from Holy Names High School; Jason Moore from St. Anne High School; Amy Parmanand from St. Joseph's; and Zachary Wellings from Catholic Central. The recipients of the Educator award are: Peg Dormer from Holy Names High School; Sheila Krug from Catholic Central; Mike Plante from F.J. Brennan; and Chantelle Sholdice from St. Anne High School.

The Phil Gignac Music Competition is this Friday, April 28th and the All Star Band Night will be held on May 17th.

The Elementary Day of Champions on May 16th at Villanova and the Secondary Day of Champions on June 5th at St. Anne High School.

Many of our grade 8 students will be experiencing Muskoka Woods next week.

Nominations for the J. F. Johnston Outstanding Educator Award and the Lucien (Kit) Lacasse Award are being accepted until April 28th.

Applications for the Director's Award – Our Journey to Holiness for both Elementary and Secondary students are now being accepted until May 5th. Please refer to the staff room folder for more information.

Director Picard acknowledged the Principals and Vice Principals in attendance and publicly thanked all Principals and Vice Principals for their dedication to Catholic education.

- c. Board Chaplain Brunet mentioned the Ontario Bishops are in Rome this week to meet the Holy Father, Pope Francis to discuss challenges Canadian Bishop's are faced with.

15. Remarks/Questions by Trustees

Trustee Valentinis commented on a company's slogan "... our strength is our people" and how that slogan relates to our Administrators, Principals, Vice Principals, Teachers, and staff. Trustee Valentinis congratulated and thanked all staff for their continued service to Catholic education.

Trustee DiTomasso congratulated St. Thomas of Villanova Catholic Secondary School on their Robotics award.

Vice Chair DiMenna congratulated Cardinal Carter Catholic Secondary School for their EQAO recognition for improved math scores; Cardinal Carter Catholic Middle School colour run was a success for the school and community; and invited Trustees to attend Cardinal Carter's musical presentation *Foot Loose* in May.

Student Trustee Benjamin mentioned Hotel Dieu Grace Hospital representatives met with student senate to discuss youth health care specifically transitioning from hospital to real life setting.

Student Trustee Zovko commented on Awareness Month, Best Buddy programs and student senate Zinc Saves Lives initiative.

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, 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 – Fr. Brunet closed the meeting with a prayer.
20. Adjournment – There being no further business, the Regular Board meeting of April 25, 2017 adjourned at 9:11 p.m.

Not Approved

Barbara Holland
Chairperson of the Board

P. 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:
 May 23, 2017

BOARD REPORT

Public **In-Camera**

PRESENTED FOR: Information Approval

PRESENTED BY: SEAC Committee – Trustee Members

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

SUBJECT: **SPECIAL EDUCATION ADVISORY COMMITTEE (SEAC)
 Meeting of February 16, 2017**

RECOMMENDATION:

**That the Board receive the Minutes of the Thursday, February 16, 2017
 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 February 16, 2017 SEAC minutes were approved at the April 20, 2017 meeting. The next SEAC meeting is scheduled for May 18, 2017.

APPENDICES:

- Special Education Advisory Committee Minutes of Thursday, February 16, 2017.

REPORT REVIEWED BY:

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL:	Review Date:	May 16, 2017
<input checked="" type="checkbox"/>	EXECUTIVE SUPERINTENDENT:	Approval Date:	May 16, 2017
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	May 16, 2017



APPENDIX 1

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 February 16, 2017 TIME: 6:00 p.m.

Windsor Essex Catholic Education Centre

1325 California Avenue, Windsor

Trustees

Lisa Soulliere – Trustee Member

Mary DiMenna – Trustee Member

Administration

Joseph Ibrahim – Superintendent of Education K-12

Principals' Association

John Riberdy

Ministry of Education & Training

Joy Antoniuk – Education Officer

Association Representatives

Melanie Allen – VIEWS (Vice Chair)

Jillian Fenech – Autism Ontario Windsor-Essex (Chair)

Joanna Zeiter – Easter Seals

TBA – Community Living

Christine Stanley – Learning Disabilities Association

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

Patricia Amaral – Ontario Federation for Cerebral Palsy

MINUTES

1. Call to order – **Jillian Fenech (Chair) 6:03pm**

2. Opening Prayer – **Jillian Fenech, SEAC**

3. Welcome/Introductions

4. Recording of Attendance

Regrets: Lisa Soulliere, Mary DiMenna, Tim Dufour

5. Approval of Agenda

Motion by Lucie Lombardo to approve the Feb 16, 2017 agenda; seconded by Melanie

Allen. Carried.

6. Agenda Questions from Observers - **none**

7. Disclosure of Pecuniary Interest - **none**

8. Approval of January 19, 2017 Minutes

Motion by Joanna Zeiter to accept the minutes of January 29, 2017; seconded by Patricia Amaral. Carried.

9. Business Arising - none

10. Information Items - letter from Nipissing Parry Sound CDSB dated December 23, 2016

Motion by Joanna Zeiter to accept the letter as information; seconded by Melanie. Carried.

11. Report from Chair - **none**

12. Report from Trustees - **none**

13. Report from Superintendent of Education - **Budget survey available on Board website -**

encouraged to complete the survey. Elementary EAs completed training on Equity and

Inclusion and Technology took place January 20, 2017; Secondary EAs to receive the same training on February 17, 2017.

Financial Report – Susan Swiatoschik - report ties in to letter from Nipissing Parry Sound.

Explanation of ministry funding - handout budget summary report for 12-13 through 16-17.

Reference letter - some boards are not happy with the shift in ministry funding; some boards were left with less funding than previous years.

14. New Business - none

15. Association Reports - **Autism Ontario** (Jillian Fenech) - fundraiser on March 24 - Canadian Trivia Night - Caboto Club - Funds to help support running a Program for the Establishment of Effective Relationships PEERS - 14 week program - participants cannot miss - there is an interview process to be accepted into the program.
LDAO (Lucie Lombardo) - Assisted with PD presentations to the EAs; after school programs begin end of Feb and run to the end of May - five locations. Accepting schools
Expert panel end of Mandate - report.

16. Closing Prayer - SEAC

17. Adjournment - **6:41pm**

Next Meeting: April 20, 2017 6pm

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.



WINDSOR-ESSEX CATHOLIC DISTRICT SCHOOL BOARD

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

Meeting Date:
May 23, 2017

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 Education
Student Achievement K - 12

SUBJECT: **FRENCH IMMERSION ADVISORY COMMITTEE (FIAC)
- MEETING OF FEBRUARY 16, 2017**

RECOMMENDATION:

That the Board receive the Minutes of the February 16, 2017 French Immersion Advisory Committee meeting as information.

SYNOPSIS:

In accordance with Board By-Laws, *Section 5:00 Committee Reports*, the French Immersion Advisory Committee (FIAC) is submitting to the Board, for information, the Minutes of its February 16th meeting.

BACKGROUND COMMENTS:

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

FINANCIAL IMPACT:

N/A

TIMELINES:

The February 16, 2017 FIAC Minutes were approved at the April 12, 2017 meeting.

APPENDICES:

- French Immersion Advisory Committee Minutes of February 16, 2017

REPORT REVIEWED BY:

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL:	Review Date:	April 25, 2017
<input checked="" type="checkbox"/>	EXECUTIVE SUPERINTENDENT:	Approval Date:	April 25, 2017
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	April 25, 2017



WINDSOR-ESSEX CATHOLIC DISTRICT SCHOOL BOARD

Appendix A

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

FRENCH IMMERSION ADVISORY COMMITTEE

Thursday, February 16th 2017 at 6:00 p.m.

CEC – JP Board Room

PRESENT:

Bernie Mastromattei – Trustee
Marta Marazita – Principal- St. Louis
Emelda Byrne – Superintendent of Education
Laura Mills – Consultant- RECORDING
Kim Koekstat – Dept. Head, Mod. Lang. – St. Anne Sec.
Analisa Piazza – Teacher- St. Joseph Elementary
Amy Facchineri – Principal- St. T Villanova
Jennifer Daley – Stewart- Teacher- Christ the King
Rosa Talluto – Parent Rep- St André
Brendan Roberts-Principal – St. Joseph HS
Paulina VanVelzen – Parent Rep Christ the King
Julie St. John – Parent Rep- St. Anne F/I
Francine Mastronardi – Parent Rep. – St. Louis
Andrew DiPietro – Teacher – St. Louis
Michael Cusinato – Principal – St. Anne F/I
Laura Guglietta – Principal – St. André
Danielle Bonnevie – Teacher- St. Mary's
Michael Jraiche- Dept. Head, Mod. Lang.-Cardinal Carter
Rony Samia – Teacher – St. Anne F/I
Linda DiPasquale –Principal – St. Joseph
Geneviève Cano – Principal – Christ the King
Claudette Daoud – Parent Rep – Cardinal Carter

REGRETS:

Susan Tope – Trustee
Dwayne Brunet – Principal – Cardinal Carter
Shannon Porcellini – Parent Rep –Canadian Parents for French
Deanne Stulic – Teacher – St. Joseph Elementary
Monika Lage – Teacher- St. Joseph High School
Anna Tomaselli – Dept Head, Mod Lang.- St Joseph High School
Maggie Beneteau – Dept. Head, Mod. Lang. – St. T. Villanova
Amy LoFaso – Principal – St. Anne Secondary
Jeremy Schiller – Principal – St. Mary
Stephanie Moore – Parent Rep.- St. Joseph Elementary
Marie O'Neil – Parent Rep. – St. Mary

NOTES

1. **Call to Order**
Trustee Mastromattei called the meeting to order at 6:04 p.m.
2. **Opening Prayer** – Laura Mills
3. **Approval of Agenda**
Motion by Amy Facchineri and seconded by Brendan Roberts that the Agenda be approved.
Carried
4. **Approval of Minutes for May 19th 2016 meeting**
Motion by Marta Marazita and seconded by Francine Mastronardi that the Minutes be approved.
Carried
5. **Report from Trustee Bernie Mastromattei**
Provided an overview that any concerns or ideas we have as a French Immersion Advisory Committee are brought forward. The Board of Trustees is currently looking at info related to busing and boundaries.
6. **Report from Executive Superintendent Emelda Byrne:**
 - a) The board is currently reviewing the student population at St. Mary's FI since it will become a JK-8 full French Immersion site in Sept. 2017. This review is currently looking at the number of students and their transportation boundaries in the French Immersion program. A survey was distributed to gr. 6-8 families today, Feb. 16th. Based on the survey results, transportation may be reviewed regarding the FI boundary (St. Anne's, Cardinal Carter and St. Thomas of Villanova).
 - b) Shared the link regarding the Budget Survey / Budget Consultation on the board website. All educators, administrators and stakeholders were encouraged to visit the website and survey link.

-2-

- c) A very positive teleconference was held in January with Johanne Lapense-Crimmins, Ministry Education Officer for our region (FSL/FI). Our Board's three-year plan for French (FSL/FI) and the expansion that has occurred in our elementary sites offering French Immersion was discussed.

7. Report from Laura Mills:

- a) Literacy resources have been received for guided reading, shared reading and classroom libraries - for new F/I classrooms. Schools include St. John the Baptist, St Joseph, St. Louis, St. André and Christ the King.
- b) University of Sudbury is offering free secondary workshops for students "en français" for those schools interested. Information has been shared electronically with all Modern Language Department Heads.
- c) DELF results across the province have indicated that the current area of focus be on oral comprehension and oral production. In order to stay in line with our goals for our student to experience success, we are working on increasing student talk time in our classrooms. To focus on l'écoute / listening to authentic/ native speakers is important but often not easy - TFO (French television) have partnered with the provincial and federal governments and produced a valuable resource which includes video and teacher lesson plans. This resource is called Idélo.....a few video clips were shared.
- d) Odyssey and Explore brochures and sharing of opportunities for second language learners.
 - ❖ Odyssey – post-secondary work term as a language assistant - from Sept to May working 25 hours a week approx 20\$/ hour helping students improve their English.
 - ❖ Explore is a five week intensive FI program available in spring or summer. Students must be atleast 16 yrs of age or in grade 11to apply.

8. New Business/Round Table Discussion:

Marta Marazita, Principal at St. Louis shared ideas about their JK/SK open house – will have a banner for all to sign. Other ideas included: leadership students to interact with visitors; host centers for new students to visit; a slide show will play in the JK/SK room; snacks will be provided and a parent team will be present as well as the CWL. Students will have passports to move about during their visit.

Marta also mentioned that staff representation is an important aspect of the night. It shows a true community working together.

Francine Mastronardi , Parent from St. Louis inquired about the direction of the French Immersion after grade 6 for the students at St. Louis and CCMiddle School.

Claudette Daoud, Parent rep from Cardinal Carter asked about signage for French Immersion programs in Leamington.

Michael Jraiche, Modern Language Dept Head from Cardinal Carter reported that they already have 12 students registered and that they are picking up students from other Boards.

Amy Facchineri, Principal at St Thomas of Villanova asked about the possibility of a September 2017 start for students if the boundaries change.

STOV French Immersion dept hosted a special night for French Immersion students. Packages prior to grade 8 night were handed out and approximately 25-28 students have already registered.

Rony Samia at St. Anne F/I shared information about obtaining a Bonhomme Carnaval costume and provided contact information for the City of Quebec. Laura was able to create a "Bonhomme Head" to add to our existing costume.

Rony also inquired if Religion can be taught in French to allow for more opportunity for students to use the French Language during the school day. The Bishops Council recommends that Religion be taught in the students' maternal language.

Brendan Roberts, Principal from St. Joseph's Secondary School shared that he would like to see an increase in opportunity for French Immersion students to be able branch off in other course selections in French

-2-

Michael Cusinato, Principal at St. Anne F/I enjoyed the sharing of best practices with other schools related to the upcoming JK Open Houses.

Kim Koekstat at St. Anne HS – commented on the numbers that are already planning to attend St. Anne Secondary FI program.

Laura Guglietta at St. André – shared some ideas that her community will be showcasing for their JK Open House.

Linda DiPasquale, Principal at St. Joseph Elem. also shared St. Joseph's ideas for their upcoming JK Open House and that a lot of staff plan on attending and assisting, to demonstrate a true "community event".

Other: Comments

Superintendent Byrne discussed the French Immersion program in the junior grades at St. Louis and the board's intention of continuing this program at the Cardinal Carter Middle School. Trustee Mastromattei also commented on the board's commitment of continuing the FI program at CCMS.

Trustee Mastromattei stated how proud he is of our Masonry program and the continued expansion of Academy programs at Cardinal Carter, Holy Names and Brennan. He commented that as a Board we are committed to the students in the Leamington community.

9. **Next meeting: Thursday April 6th 2017 6pm.
Closing prayer and adjournment at 7:50 p.m.**



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

Meeting Date:
May 23, 2017

BOARD REPORT

Public **In-Camera**
PRESENTED FOR: Information Approval
PRESENTED BY: Senior Administration
SUBMITTED BY: Paul A. Picard, Director of Education
 Dan Fister, Executive Superintendent of Innovation
 and Experiential Learning
SUBJECT: **NEW ELEMENTARY SCHOOL NAME –
 ST. BERNARD/ST. JULES COMMUNITIES**

RECOMMENDATION:

That the Board determine and approve the new school name of the consolidated school communities of St. Bernard and St. Jules Catholic Elementary schools given the potential school names derived from the consultative process.

SYNOPSIS:

This report provides a summary of the consultation process, considerations and rationale by the school communities in determining potential names for the new school along with the recommendation of the school name based on student voice.

BACKGROUND COMMENTS:

Given the consolidation of the two school communities of St. Bernard and St. Jules Catholic Elementary schools, the resulting new school build on the west side of the present St. Bernard site is scheduled to open in September 2017. The new build gave rise to questions from the community with respect to whether or not a new name would be aligned with the new school. The genesis of this inquiry manifested itself on February 15th, 2017 when an email correspondence from Mr. Dan Garneau, Chair of the Most Precious Blood Catholic Church Pastoral Council was sent to Principal Elise Daragon. The nature of this correspondence expressed Council's interest in forwarding their choice for the name of Most Precious Blood Catholic Elementary school.

As a result, a consultative process was begun in accordance with Board Policy A:11, *Naming of Schools (Appendix A)*. In consultation with the school's Superintendent, a review of the policy and a corresponding plan to engage all stakeholders was initiated by the school's administrative team. The plan included consultation with the Catholic School Advisory Council (CSAC) of St. Bernard/St. Jules, the Board's Religion Consultant and

respective school staff to review the policy and to provide a clear and transparent process that valued student voice (*Appendix B: New Catholic School Naming Process - Timeline and Considerations*).

The school naming process was launched prior to and in concert with Catholic Education Week between April 25th through May 3rd, 2017. The theme of, 'WALKING FORWARD TOGETHER' was deemed very appropriate in uniting the two school communities and engaging the voice of students. The activities presented to students were age appropriate and provided a forum to submit suitable school names under the guidance and direction of their teacher (*Appendix C: New School Naming Input (1) – Most Precious Blood Catholic Church Pastoral Council and Appendix D: New School Naming Input (2) - Student Voice St. Bernard/St. Jules Catholic Elementary*). School administration collected the submissions and shared the potential school names with CSAC on May 8th. Based on commonalities, rationale and the strength of submissions that upheld the guiding principles of Board policy, the following three (3) names are submitted to the Board of Trustees for consideration; namely:

- Holy Trinity Catholic Elementary School
- Pope Francis Catholic Elementary School
- St. Mother Teresa Catholic Elementary School

On Thursday, May 11th a student vote was held based on the three (3) aforementioned school name submissions. This vote was held unbeknownst to staff or CSAC prior to ensure that minimal exposure to external influence would take place (*Appendix E: Student Voice - New School Name Survey*). For any students absent on the day of the vote, an opportunity to vote was facilitated by school administration on May 12th (*Appendix F: Student Vote Results*).

Based on the student vote and on behalf of the students of St. Bernard/St. Jules they respectfully request that the Board of Trustees approve their choice of the name of **St. Mother Teresa Catholic Elementary School.**

FINANCIAL IMPACT:

N/A

TIMELINES:

The process of a new school name was initiated on February 15th, 2017 and concluded with a student vote on May 11th and 12th, 2017.

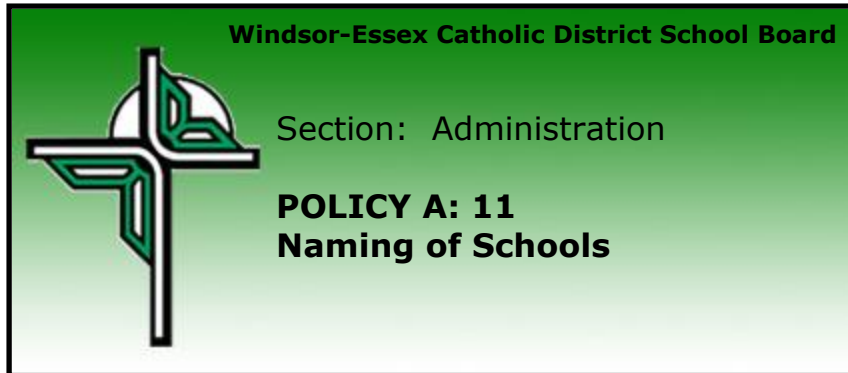
APPENDICES:

- Appendix A: WECDSB Policy A:11, Naming of Schools
- Appendix B: New Catholic School Naming Process - Timeline and Considerations
- Appendix C: New School Naming Input (1) - Most Precious Blood Catholic Church Pastoral Council
- Appendix D: New School Naming Input (2) - Student Voice St. Bernard/St. Jules Catholic Elementary
- Appendix E: Student Voice – New School Name Survey
- Appendix F: Student Vote Results - Screen Shots of Google Form Graphics

REPORT REVIEWED BY:

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL:	Review Date:	May 16, 2017
<input checked="" type="checkbox"/>	EXECUTIVE SUPERINTENDENT:	Approval Date:	May 16, 2017
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	May 16, 2017

Appendix A



NUMBER:	A: 11
EFFECTIVE:	April 25, 2000
AMENDED:	June 2005 Oct. 26, 2010
RELATED POLICIES:	A:05; SC:05
REPEALS:	
REVIEW DATE:	2017-2018

1.0 OBJECTIVE:

- 1.1 The Windsor-Essex Catholic District School Board shall determine the name of all new schools following the completion of a consultative process.

2.0 GUIDING PRINCIPLES:

- 2.1 The Windsor-Essex Catholic District School Board (the Board), as owner of record of all system properties, is responsible for the naming of schools.
- 2.2 The naming of schools is intended to forge a connection with a Saint or other significant Catholic individual or tradition, whose gifts/meaning will provide a focus for the school and kindle a unique identity and spiritual bond for the students and staff.

3.0 SPECIFIC DIRECTIVES:

- 3.1 Proposed names shall reflect the school's Catholic identity.
- 3.2 The Board shall determine the name of all schools following the completion of a consultative process with the local Catholic school community.

4.0 RESPONSIBILITY:

- 4.1 Senior Administration, in consultation with the school principal (if named), and the local trustee(s), shall coordinate the public consultation process for the selection of potential school names.
- 4.2 The final choice of the school name shall rest solely with the Board of Trustees.

5.0 REVIEW AND EVALUATION:

- 5.1 The effectiveness of this policy shall be assessed through trustee, staff and community satisfaction measures.

POLICY A: 11 Naming of Schools

5.2 This policy will be reviewed in the 2017-2018 policy review cycle.

6.0 REFERENCES:

The Ontario *Education Act* and Regulations

A: 05 Pupil Accommodation Review Policy

SC: 05 Blessing and Opening of New Schools

New Catholic School Naming Process Winter/Spring 2017 Timeline

February 15th, 2017 - Correspondence from MPB Parish Council (Dan Garneau) in regard to the naming of the new school. Namely, they requested that the new facility be named Most Precious Blood Catholic Elementary School.

March 6th, 2017 - CSAC Meeting of St. Bernard/St. Jules - unanimous decision to go forward with a change of name for the new school.

April 2017 - Discussion with Betty Brush, Religion Consultant for the WECDSB in regard to suitable names for the new school. The name Saint Marie-Marguerite d'Youville was suggested as she was the first Canadian born saint. At that time, I shared some of the names being suggested by members of our school communities (e.g. Mother Teresa, Pope Francis, St. Nicholas, Holy Trinity, et.,).

April 24th, 2017 - CSAC Meeting - Board Policy A:11 Naming of Schools reviewed, as well as the process to we would follow with the students and staff at both St. Bernard and St. Jules (see attached).

April 25th - May 3rd, 2017 - New School Naming was launched as a Pre-Education Week/Catholic Education Week (see attached) activity - WALKING FORWARD TOGETHER The process at the school level varied depending on the age and grade of the students.

For example ...

- Primary Classrooms brainstormed and submitted a variety of names on a large chart. In most cases a rationale for choosing names was not provided. In some cases rationale was included (St Nicholas) and the voice of the children's parents could be heard.
- Junior Classrooms researched suitable names

In all cases, teacher involvement and direction guided the process.

May 4th: Submissions were reviewed by school administrators. We looked for commonalities, rationale, etc., In the end it was decided that all submissions would be shared with our joined CSAC's.

May 4th: Invite extended to CSAC's to attend a meeting on Monday, May 8th, to review the name brought forth from the school community.

May 8th: CSAC - 3 members from each council attended a meeting. At that time it was determined that three names would be brought forward to the Board of Trustees for consideration in no particular order:

- **St. Mother Teresa Catholic Elementary School**
- **Holy Trinity Catholic Elementary School**
- **Pope Francis Catholic Elementary School**

Throughout the name process a few considerations recurred and these are worth mentioning:

- **Staff have communicated their belief that students will more readily identify with a Saint or a person of religious influence rather than an idea of our faith.**
- **All three schools (Our Lady of Lourdes, St. Bernard, St. Jules) were named for people and staff believe this creates a stronger connection for our students.**
- **Saint Marie-Marguerite d'Youville was not supported as there already exists a French Language School by the same name in Essex County. St. Bernard has shared a name in the past - Too confusing.**
- **Most Precious Blood Catholic Elementary School is not endorsed by members of our combined school communities. We enjoy a very healthy relationship with the Church but we want our own identity: This is a new beginning and we want to create our own story.**
- **Our parent community strongly supports the name, Holy Trinity. They feel it's fresh and supports the idea of the different communities who have come together.**

Appendix C

New School Naming
April 25th - May 3rd, 2017
Pre-Catholic Education Week Launch
Walking forward Together
Student Voice
(grade level appropriateness)

As a class and under your teacher's direction, decide on a name your class would like to put forth for nomination for our new school. It has to be a new name and it has to come with a rationale.

Here are some ways to come up with your name as a class;

- Research popular names (As outlined in WECDSB School Naming Policy A:11)
- Class debate
- Class survey
- Class discussion
- Personal reasons/meanings offered

Narrow your names down to 3 within your class and then take a vote to submit the '1' name on behalf of your class.

From the names submitted, we will narrow down the selection through a democratic process.

St. Jules and St. Bernard will take their top 3 names for the new school and submit them to the Board and Trustees to be put through the consultative process.

The Board will take the recommendations for the new school's name from our community members (students, staff, parents) and other names submitted by other community stakeholders (e.g. Most Precious Blood Church) who will announce the new school's name by late Spring or early Summer.

Recommended Name for the new Catholic Elementary School:

Most Precious Blood Catholic Elementary School

Rationale for choosing the name:

Most Precious Blood Pastoral Council wishes to submit the above name for consideration in the naming of the new school currently being constructed adjacent to our parish church because of the following reasons:

- The name would strengthen the current close relationship enjoyed by St Bernard school and Most Precious Blood Parish. The school currently attends weekly mass twice a week and special masses are also celebrated at the church.
- The pastor and parish youth worker along with parish volunteers work closely with many of the classes for sacramental preparation
- With the merging of St Bernard/St Jules and the previous merger of Our Lady of Lourdes it is an opportunity to forge a new identity reflecting the spiritual bond that the parish and school will have.
- There is a historical relationship with naming a school Most Precious Blood having had a school so named within the parish boundaries from the late 50's to the late 80's.
- The new school and parish will use both facilities concurrently
- The name would connect more closely between church & school- to be ONE name supporting & encouraging others in Sacraments & Catholic Education.
- It simply makes sense to have a school & church with the same name, to unify the Church & education.

**Submitted by: Daniel Garneau, (dangarneau3@gmail.com)
Chair,
Most Precious Blood Pastoral Council**

on behalf of Most Precious Blood Pastoral Council

New School Naming
April 25th - May 3rd, 2017
Pre-Catholic Education Week Launch
Walking forward Together
Student Voice
(grade level appropriate)

As a class and under your teacher's direction, decide on a name your class would like to put forth for nomination for our new school. It has to be a new name and it has to come with a rationale.

Here are some ways to come up with your name as a class;

- Research popular names (As outlined in WECDSB School Naming Policy A:11)
- Class debate
- Class survey
- Class discussion
- Personal reasons/meanings offered

Narrow your names down to 3 within your class and then take a vote to submit the '1' name on behalf of your class.

From the names submitted, we will narrow down the selection through a democratic process.

St. Jules and St. Bernard will take their top 3 names for the new school and submit them to the Board and Trustees to be put through the consultative process.

The Board will take the recommendations for the new school's name from our community members (students, staff, parents) and other names submitted by other community stakeholders (e.g. Most Precious Blood Church) who will announce the new school's name by late Spring or early Summer.

Recommended Name for the new Catholic Elementary School:**St Mother Teresa (preferred naming) or St Teresa of Calcutta****Rationale for choosing the name:****St. Mother Teresa (preferred naming) Catholic Elementary School or St. Teresa of Calcutta Catholic Elementary School**

S.T.O.C - Faithful - St. Teresa of Calcutta (Faithful)

- St. Teresa of Calcutta lived a life in complete service to others, particularly others that nobody else wanted to acknowledge or assist. Her message of service towards others is simple and applicable to self, school and community.
- Mother Teresa was a really kind woman to the poor and every month or so we also donate to the poor/needy.
- She is a modern day saint that we can relate to, as we do work for others like she did;
- Mother Teresa because she helped so many children who were sick
- Before she thought of herself she thought of others - selfless acts
- She lived her life like Jesus (with the people and serving others)
- Looked for Jesus in others
- St. Mother Teresa began as an educator
- She was recently beatified and our students' parents have shared their memories of her
- **Feast Day is Sept 5 (the first day of the new school!)**
- Colours could be like her habit (white with blue)
- She is a female (WECDSB only has 4 schools named for female saints)

QUOTE: "Not all of us can do great things. But, we can do small things with great love."

Submitted by:**Six Classrooms/Staff**

Recommended Name for the new Catholic Elementary School:

Pope Francis Catholic Elementary School

Rationale for choosing the name:

We choose Pope Francis because instead of naming it after a saint why don't we name it after someone who cares for the Saints and reminds us to pray to them.

Pope Francis has canonized 36 people!

Pope Francis is the 266th Pope of the Roman Catholic Church. He has written five books and since we are in a school and reading is knowledge we should have "Pope Francis" as our new school name. His books are also about prayer and prayer is very important in our Catholic faith

- We know Pope Francis
- Pope Francis lives like Jesus (meets the people where they are at--accessible)
- He is a leader (leads by example) and we strive to be leaders
- teaches us how to be Catholic in the modern age (on Twitter)
- Feast Day could be celebrated near his birthday (Dec 17) or when he became Pope (Mar 13)

Our Mascot could be ... Shepherds

Pope Francis QUOTES:

"How marvelous it would be if, at the end of the day, each of us could say: today I have performed an act of charity towards others!"

"To change the world we must be good to those who cannot repay us".

Submitted by:

Four Classrooms/Staff

Recommended Name for the new Catholic Elementary School:

Holy Trinity Catholic Elementary School (preferred naming)

Rationale for choosing the name:

We believe that this name represents the coming together of the Father, Son and Holy Spirit which can be reflected as our three schools coming together as “One Body”; St. Jules, Our Lady of Lourdes, and St. Bernard.

In becoming one new community in learning and faith, we all deserve to feel that this is an equal and fresh start for all involved.

Submitted by:

Two Classrooms/Staff

Student Voice - New School Name Survey

* Required

1. I go to... *

Mark only one oval.

- St. Bernard
- St. Jules

2. Homeroom *

Mark only one oval.

- 1 McMahan
- 1 Adam
- 2 Boncardo
- 2 Ciotoli
- 3 Plante
- 3 Logronio
- 4 Begin
- 4 Burris
- 5 Filippone
- 5/6 Belanger
- 6 Brooks
- 1 Porcellini
- 1/2 Lanteigne
- 1/2 Renaud
- 2/3 Barr
- 3/4 Kosty
- 4 Khayat
- 5 Thornton
- 5/6 Bode
- 6 Vogler

3. First Initial/Last Initial *

4. My Choice for the New School Name is: *

Mark only one oval.

- Holy Trinity Catholic Elementary School
 - Pope Francis Catholic Elementary School
 - St. Mother Teresa Catholic Elementary School
-

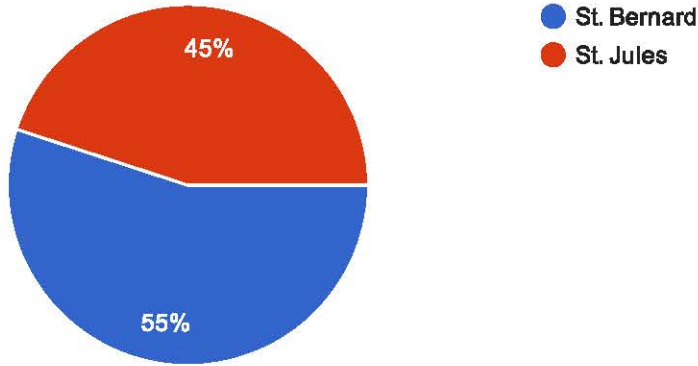
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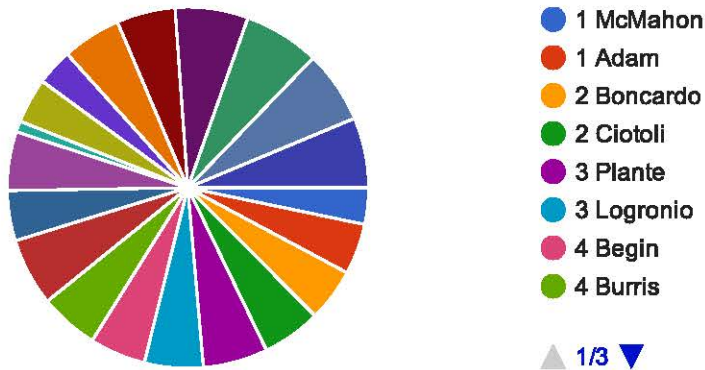
Student Voice - New School Name Survey Results

398 responses

I go to... (398 responses)



Homeroom (398 responses)

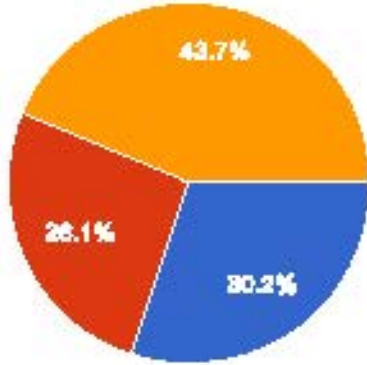


First Initial/Last Initial (261 responses)

- a.s
- a.s
- a.s
- A.S.
- A.S.
- A.S.
- C.L.
- C.L.

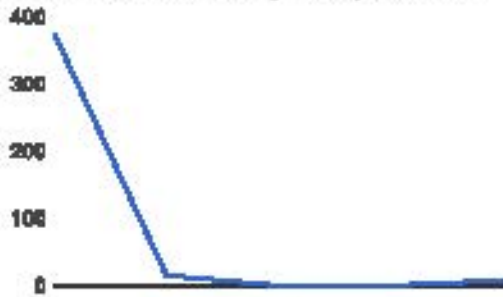
- U.L.
- CL
- H.B.
- H.B.
- H.B.

My Choice for the New School Name is: (398 responses)



- Holy Trinity Catholic Elementary School
- Pope Francis Catholic Elementary School
- St. Mother Teresa Catholic Elementary School

Number of daily responses



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Google Forms



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

Meeting Date:
 May 23, 2017

BOARD REPORT

Public **In-Camera**
PRESENTED FOR: Information Approval
PRESENTED BY: Senior Administration
SUBMITTED BY: Paul A. Picard, Director of Education
 Terry Lyons, Executive Superintendent of Corporate Services /
 Associate Director
SUBJECT: **TENDER APPROVAL – STEM LAB RENOVATION AT HOLY
 NAMES CATHOLIC HIGH SCHOOL**

RECOMMENDATION:

That approval be given to the award of tender and the issuance of a purchase order contract for the converting of the current science labs to a STEM lab hub for science and robotics at Holy Names Catholic High School to Vince Ferro Construction in the amount of \$1,082,736 plus HST.

SYNOPSIS:

This report is submitted to the Board with the results of the tender for the renovations of existing labs and classrooms to a STEM lab hub at Holy Names Catholic High School and a recommendation for the issuance of a purchase order contract.

BACKGROUND COMMENTS:

At the December 15, 2015 Board Meeting, the Trustees approved the Multi-Year Strategic Plan 2016-2019 outlining its goals and objectives for the next 3 years which includes enhancing the Boards innovative programs by continuing to create a culture of innovation that embraces the realities of a changing world and exposes students to experiential learning that is related to exciting career paths in a variety of sectors, while being ever mindful of the potential for expansion into promising new areas that provide even greater opportunities for students.

An announcement on December 7, 2016 informed our community of a new vision for Holy Names Catholic High School, which includes an increased emphasis on science, technology, engineering and math (STEM). To help facilitate improved STEM education at the school, the Board agreed to invest more than \$600,000 to upgrade six (6) science labs at Holy Names Catholic High School, creating modern learning environments that promote greater educational experiences for students.

Meetings were held with various stakeholders, including representatives from the University of Windsor and St. Clair College, to discuss the new vision and formulate a design that would promote the study of STEM courses in state of the art facilities which will prepare students for post-secondary pathways in science and robotics. A contingency of STEM project representatives (school Principal, Science Department Head, Executive Superintendent of Education – Innovation and Experiential Learning, Facilities Services Staff and the Project Architect) toured the University of Windsor science facilities to gain a better perspective of post secondary science education, research and collaboration. This tour helped influence the design that we wish to proceed with. In order to create a STEM hub that would achieve the needed requirements of the design, the scope of work needed to change from a six (6) room renovation to a twelve (12) room renovation. The change now includes a fully functioning robotics lab as well as new physics labs.

In accordance with the Board's purchasing policy, Tender #629 was issued for the STEM Lab Renovations at Holy Names Catholic High School on March 30, 2017.

A formal tender opening was held on Tuesday April 25, 2017 at the Catholic Education Centre with Shannon Ficon (Manager of Purchasing and Payroll), Carl Ranger (Acting Technical Supervisor – Facilities Services) and representatives from Alliance General Contracting of Windsor Inc., Front Construction Industries Inc., TCI Titan Contracting Inc., Oscar Construction Company Ltd., and Vince Ferro Construction Ltd.

Fortis Construction Inc., and W.D. Lester Construction Services Inc. did not submit.

FINANCIAL IMPACT:

A total of five (5) pre-qualified bidders submitted for this project. The bid results are summarized below. All submissions were reviewed and determined to be in compliance.

A summary of the bids meeting specifications for the project is provided below:

No.	Company	Bid Price ¹ (\$)	Start Date	Completion Date
1	Alliance General Contracting of Windsor Inc.	\$1,386,313.00	June 5, 2017	September 30, 2017
2	Front Construction Industries Inc.	\$1,113,400.00	June 5, 2017	October 27, 2017
3	Oscar Construction Company Ltd.	\$1,576,193.25	30 Weeks	
4	TCI Titan Contracting Inc.	\$1,117,226.92	1 week following award	August 28, 2017
5	Vince Ferro Construction Ltd.	\$1,082,736.00	June 1, 2017	October 6, 2017

Note:

1. Bid Price includes itemized pricing for New Physics Lab 304, Alteration to teachers prep room 313 and a new rooftop unit (RTU) for the new Robotics room 235A.

The low bidder meeting specifications is Vince Ferro Construction Ltd., with a bid amount of \$1,082,736.00. The lowest bid price exceeds the original budget of \$600,000 for this project due to significant changes to the scope of work from the original six science labs being updated. Even with the increased budget this project can be funded through School Condition Improvement (SCI) allocation.

TIMELINES:

The completion date of October 27, 2017 by the lowest bidder was not acceptable. For this reason, post tender negotiations with the low bidder, Vince Ferro Construction Ltd., were conducted. Through these negotiations, a completion date of August 31, 2017 was agreed upon at no additional cost to the Board. Upon notice of award work is to commence June 1, 2017.

APPENDICES:

None

REPORT REVIEWED BY:

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL:	Review Date:	May 16, 2017
<input checked="" type="checkbox"/>	EXECUTIVE SUPERINTENDENT:	Approval Date:	May 16, 2017
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	May 16, 2017



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

Meeting Date:
 May 23, 2017

BOARD REPORT

Public **In-Camera**

PRESENTED FOR: Information Approval

PRESENTED BY: Senior Administration

SUBMITTED BY: Paul A. Picard, Director of Education
 Terry Lyons, Executive Superintendent of Corporate Services / Associate Director

SUBJECT: **TENDER APPROVAL - HVAC PUMP REPLACEMENTS –
 CARDINAL CARTER CATHOLIC SECONDARY SCHOOL**

RECOMMENDATION:

That approval be given to the award of tender and the issuance of a purchase order for the HVAC pump replacements at Cardinal Carter Catholic Secondary School to Bryant Heating & Air Conditioning in the amount of \$125,000 plus HST to be funded from the approved 2016-17 School Condition Improvement Budget.

SYNOPSIS:

This report provides a summary of the proposed HVAC pump replacements project at Cardinal Carter Catholic Secondary School.

BACKGROUND COMMENTS:

At its meeting on June 27, 2016, the Board approved a budget of \$3,802,210 for the School Condition Improvement program for the 2016-17 fiscal year of which \$491,768 was allocated to building & systems. The School Condition Improvement budget has, in recent years, been the funding source for various building improvement projects, among other capital projects.

In accordance with the Board's Purchasing Policy, Tender #631 was issued for the HVAC pump replacements at Cardinal Carter Secondary School. The hydronic pumps at Cardinal Carter are original to the building construction and are reaching the end of their life cycle. New pumps will deliver heating and cooling water more efficiently, thus saving money.

A formal tender opening was held on May 04, 2017 at the Catholic Education Centre with Shannon Ficon (Manager of Purchasing and Payroll), Carl Ranger (Technical Supervisor – Facilities Services) and representatives from Haller Mechanical and Bryant Heating & Cooling.

FINANCIAL IMPACT:

A total of two (2) bidders submitted for this project. The bid results are summarized in the table below. All submissions were reviewed and found to be in compliance.

Bidder	Contingency Allowance	Controls Allowance	Total Stipulated Sum (includes Cash and Contingency Allowances)
	(excluding HST)	(excluding HST)	(excluding HST)
Haller Mechanical Contractors Inc. 1537 McDougall St. Windsor, N8X 3M9	\$15,000	\$10,000	\$147,770
Bryant Heating & Air Conditioning 3194 Devon Drive Windsor, N8X 4L2	\$15,000	\$10,000	\$152,000
KZ Plumbing and Heating	Did not bid		
Morrish Electro Mechanical Company	Did not bid		

Addendum #1 was issued on May 1, 2017 to address an alternative pump selection to four (4) pumps specified within the tender. The alternatives were to be considered by the Board. Bidders were instructed to provide alternate pricing and a revised Form of Tender was issued. The summary of those results can be found in the table below, and calculated as (Total Stipulated Sum - itemized pricing) + alternate pricing.

Bidder	Itemized Price #1 Pumps (P-1A & P-1B)	Itemized Price #2 Pumps (P-11A & P-11B)	Alternate Price #1 Pumps (P-1A & P-1B)	Alternate Price #2 Pumps (P-11A & P-11B)	Total Stipulated Sum (includes Cash and Contingency Allowances with Alternate Pump Selections)
	(+ HST)	(+ HST)	(+ HST)	(+ HST)	(+ HST)
Haller Mechanical Contractors Inc. 1537 McDougall St. Windsor, N8X 3M9	\$18,000	\$23,550	\$10,350	\$10,000	\$126,570
Bryant Heating & Air Conditioning 3194 Devon Drive Windsor, N8X 4L2	\$35,000	\$44,500	\$26,500	\$26,000	\$125,000

It was determined that the alternate pumps were a superior choice for the application based on cost and system performance.

As the Board approved School Condition Improvement Budget for the 2016-17 fiscal year for building & systems is \$491,768 and the total estimated cost of replacing the HVAC

pumps is \$125,000 there are sufficient funds available for the project noted above. Given the availability of budget funds, it is recommended that the low bidder, Bryant Heating & Air Conditioning, be issued a purchase order to complete this project.

TIMELINES:

The contractor, Bryant Heating & Air Conditioning is scheduled to order equipment upon receipt of purchase order and be complete before the start of heating season.

APPENDICES:

N/A

REPORT REVIEWED BY:

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL:	Review Date:	May 16, 2017
<input checked="" type="checkbox"/>	EXECUTIVE SUPERINTENDENT:	Approval Date:	May 16, 2017
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	May 16, 2017