



Windsor-Essex Catholic District School Board

1325 California Avenue, Windsor, Ontario N9B 3Y6
Telephone: (519) 253-2481 Fax: (519) 253-0620
Michael B. Moher, Director of Education John Macri, Board Chairperson

REGULAR BOARD MEETING Tuesday, February 28, 2006 at 7:00 p.m. Windsor Essex Catholic Education Centre John Paul II Boardroom

MINUTES

PRESENT

Trustees:

| | |
|-----------------------------------------|-----------------|
| F. Alexander | P. Keane |
| J. Courtney, Vice-Chair | J. Macri, Chair |
| M. DiMenna | S. Porcellini |
| B. Holland | L. Soulliere |
| C. Janisse | |
| Rev. L. Brunet, Board Chaplain | |
| A. Kishkek, Student Trustee | |
| J. Devos, Student Trustee (Alternate) | |
| L. Willson, Student Trustee (Designate) | |

Administration:

| | |
|---------------------|----------------|
| M. Moher (Resource) | P. Littlejohns |
| J. Berthiaume | C. Marier |
| J. Ouellette | P. Picard |
| S. Freeman | E. Poirier |
| C. Geml | T. Robins |
| K. Gignac | L. Staudt |

Recorder:

D. Steffens

1. Call To Order - Chair Macri called the meeting to order at 7:30 p.m.
2. Opening Prayer - Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance – All trustees present. Trustee Janisse entered at 7:36 p.m.
4. Approval of Agenda

Amendments:

- Item 12b Temporary Borrowing Resolution: *Recommendation Amended To Read:* That the Board approve the Board Resolution for Temporary Borrowing deemed to be read three times.
- Item 12 c agenda item amended to read “Trustee Determination”

Moved by Trustee Keane and seconded by Trustee Courtney that the February 28, 2006 Regular Board meeting agenda be approved as amended. Carried.

5. Questions Pertaining to Agenda – None.
6. Disclosure of Interest - Pursuant to the Municipal Conflict of Interest Act. Trustee Porcellini disclosed interest in agenda items 11b *Request for Proposal – Benefits Consultant* and 10a(iv) *Letter from OECTA Windsor-Essex Occasional Teacher Local re Notice to Bargain, dated January 30, 2006* due to her husband’s employment and did not participate in the discussion.

7. Presentations

- a. Student Pathways to Success Video and Presentation

Linda Staudt, Supervisor Student Pathways to Success presented the video “Project Pathways,” which was produced by the Board Pathways Committee to create a greater awareness and understanding of the various post-graduate destinations available, including apprenticeship, college, university and the work world. Several graduates representing each secondary school in the Windsor-Essex Catholic District School Board were asked take part in the video and to share their personal journey on their chosen post-secondary pathway. The Chair and Director of Education presented each featured graduate with a gift of appreciation recognizing their assistance with the production. Graduates who participated in the video were Justin Artale, Megan Bissonnette, Otto Buj, Serafina Dimaggio, Greg Geml, Cara Kennedy, Jason Olson, Michelle Prince, Sarah Sanford and Leo Tremblay.

8. Delegations

- a. Delegation Regarding Items Not on the Agenda – None.
- b. Delegations Regarding Items On the Agenda – None.

9. Action Items

- a. Approval of Minutes

- i) Minutes of In-Camera Meeting, February 14, 2006
Moved by Trustee Holland and seconded by Trustee DiMenna that the minutes of the In-Camera Meeting of February 14, 2006 be adopted as distributed. Carried.
- ii) Minutes of Special In-Camera Meeting, February 16, 2006
Moved by Trustee DiMenna and seconded by Trustee Janisse that the minutes of the Special In-Camera Meeting of February 16, 2006 be adopted as amended. Carried.
- iii) Minutes of Regular Meeting, February 14, 2006
Amendment Page 2: Item 6 Disclosure of Interest – To provide clarification that Trustee Alexander did not disclose interest, the last line amended to read: Trustees Porcellini and Holland also disclosed interest in agenda item 11a *Notice of Motion* and did not participate in the discussion.
Moved by Trustee Janisse and seconded by Trustee Keane that the minutes of the Regular Meeting of February 14, 2006 be adopted as amended. Carried.

b. Items From In-Camera Meetings of February 16 and February 28, 2006

Vice-Chair Courtney reported that the Windsor-Essex Catholic District School Board convened closed Committee of the Whole meetings February 16 and February 28, 2006 pursuant to the Education Act - Section 207, to obtain legal advice, consider specific personnel, real property issues and other matters permitted or required to be kept private and confidential under the Freedom of Information and Protection of Privacy Act. Trustee Soulliere declared a conflict of interest in the February 28, 2006 In-Camera Session and excused herself from the relevant discussion item.

Moved by Trustee Courtney and seconded by Trustee Janisse that the recommendations and directions of the Committee of the Whole Board at its meetings of February 16 and February 28, 2006 be approved. Carried.

Vice Chair Courtney made the following announcements from the February 28, 2006 In-Camera Committee of the Whole meeting

- approval of an extension of retirement for Anne Pike
- ratification of a three year Collective Agreement (2006 – 2008) between the Board and CAW Local 2458 Custodial and Maintenance Bargaining Unit
- ratification of a three year Collective Agreement (2006 – 2008) between the Board and CAW Local 2458 Office, Clerical and Technician Bargaining Unit
- termination of employment for cause of Mark Baggio effective February 28, 2006
- termination of employment for cause of Steven D'Amelio effective February 28, 2006

10. Communications

a. External (Associations, OCSTA, Ministry)

- i) Letter from Essex-Kent Building Trades re St. Joseph and St. Anne Catholic High School Projects, dated February 13, 2006

Moved by Trustee Soulliere and seconded by Trustee Porcellini that the correspondence from Essex-Kent Building Trades re St. Joseph and St. Anne Catholic High School Projects, dated February 13, 2006 be received as information. Carried.

- ii) Letter from Windsor & District Labour Council re St. Joseph and St. Anne Catholic High School Projects, dated February 13, 2006

Moved by Trustee Holland and seconded by Trustee Soulliere that the correspondence from Windsor & District Labour Council re St. Joseph and St. Anne Catholic High School Projects, dated February 13, 2006 be received as information. Carried.

Administration will send a note to both the Essex-Kent Building Trades and Windsor & District Labour Council thanking them for their support and understanding of the process the Board has undertaken in the construction management of the two new high schools.

- iii) Letter from St. Bonaventure's College, Newfoundland re Request for Sponsorship Support, dated February 3, 2006

Moved by Trustee Keane and seconded by Trustee Courtney that the correspondence from St. Bonaventure's College, Newfoundland re Request for Sponsorship Support, dated February 3, 2006.

Amended Motion: Moved by Trustee Porcellini and seconded by Trustee Holland that the correspondence from St. Bonaventure's College, Newfoundland re Request for Sponsorship Support be referred to the *Ad Hoc Committee – Newfoundland Schools* for review and return their recommendations to the Board for consideration. Carried.

- iv) Letter from OECTA Windsor-Essex Occasional Teacher Local re Notice to Bargain, dated January 30, 2006 – *At this point, Trustee Porcellini disclosed interest in this item due to her husband's employment and did not participate in the discussion.*

Moved by Trustee DiMenna and seconded by Trustee Soulliere that the Board enter into negotiations with the Ontario English Catholic Teachers' Association (OECTA) representing the Windsor-Essex Occasional Teacher Local. Carried.

b. Internal (Reports from Administration)

- i) Report: Administrative Staff Report
Moved by Trustee Janisse and seconded by Trustee Soulliere that the Board receive the *Administrative Staff Report* on hiring, return from leave of absence retirement and resignation of staff dated February 28, 2006 for information. Carried.

- ii) Report: Corporate Credit Cards and Purchasing Cards – 2006

Moved by Trustee Courtney and seconded by Trustee Janisse that the Board receive the report Corporate Credit Cards and Purchasing Cards as information.

Moved by Trustee Holland and seconded by Trustee Alexander that the report Corporate Credit Cards and Purchasing Cards be deferred until Superintendent Marchini is present. Carried.

11. Unfinished Business

- a. Notice of Motion - Trustee Alexander provided the rationale for the notice of motion. Discussion ensued with respect to the current purchasing policy and pre-qualification practices in place in various departments. Director Moher indicated that a review of the existing practices can be presented in an administrative report to the Chair and Vice-Chair and a decision can then be made as to how to proceed.

Moved by Trustee Alexander and seconded by Trustee Holland that the administration prepare a comprehensive report detailing the process and procedures that all vendors, contractors, must use in order to become pre-qualified to be eligible to provide goods and/or

services to the Windsor-Essex Catholic District School Board; and further, that the report will be complete with detailed recommendations outlining a system-wide protocol that must be used by all departments in order to maintain or employ these goods and services.

Moved by Trustee Courtney and seconded by Trustee Janisse that the motion be deferred until an administrative report has been provided to the Chair and Vice-Chair with an overview of current purchasing and pre-qualification practices. Carried.

b. Report: Request for Proposal – Benefits Consultant

Trustees agreed to the following amendments to the Request for Proposal (additions on page 49 of the agenda package): Please identify the top three carriers you deal with by volume of premium; Please provide a contact name at each of the above for the purpose of discussing your services; Describe your participation in Union contract negotiations; Provide a sample of your employee communication / education tools; What three factors contribute the most to escalating costs in a healthcare program; and, What kind of tools / processes could you provide to assist the Windsor-Essex Catholic District School Board in deflecting costs associated with the internal administration of this program. In addition, the suggested timeline for receipt of submissions was extended to March 31, 2006.

Moved by Trustee Alexander and seconded by Trustee Soulliere that the Board receive the report Request for Proposal – Benefits Consultant as information and that the noted amendments be incorporated into the Request for Proposal. Carried.

12. New Business

a. Fieldtrips:

i) Assumption College Catholic High School – Washington, DC

Moved by Trustee Keane and seconded by Trustee Janisse that the Board approve the Assumption College Catholic High School Field trip to Washington, D.C. from June 7 - 11, 2006. Carried.

ii) St. William Catholic Elementary School – Ottawa-Toronto

Moved by Trustee DiMenna and seconded by Trustee Janisse that the Board approve the St. William Catholic Elementary School – Grade 8 Students’ Field trip to Ottawa-Toronto from May 29 to June 2, 2006. Carried.

b. Report: Temporary Borrowing Resolution

Moved by Trustee Holland and seconded by Trustee Keane that the Board approve the Board Resolution for Temporary Borrowing deemed to be read three times. Carried.

**RESOLUTION FOR TEMPORARY BORROWING BY BOARDS OF PUBLIC,
SEPARATE, SECONDARY SCHOOLS AND BOARDS OF EDUCATION
(ONTARIO)**

WHEREAS the Windsor-Essex Catholic District School Board (hereinafter called the “Board”) considers it necessary to borrow the amount of up to \$45,000,000 to meet, until current revenues are collected, the current expenditures of the Board for 2006.

AND WHEREAS the total amount borrowed pursuant to this resolution together with the total of any similar borrowing is not to exceed the uncollected balance of estimated revenues of the Board.

1. The Chairperson, Vice-Chairperson or Secretary of the Board and the Treasurer of the Board are hereby authorized to borrow from time-to-time by way of Promissory Note a sum or sums not exceeding the aggregate \$45,000,000 to meet the current expenditures of the Board until the current revenues have been received and to give on behalf of the Board a Promissory note or notes under the corporate seal of the Board signed by the Chairperson or Vice-Chairperson of the Board and the Treasurer for the monies borrowed hereunder;

Provided, However:

That the interest and any other charges connected therewith do not exceed the interest that would be payable at the prime lending rate on the date of borrowing of banks listed in schedule 1 to the Bank Act.

2. The Treasurer of the Board is hereby authorized and directed to apply in payment of all sums borrowed as aforesaid, together with interest thereon, all monies compromising the current revenues of the Board hereafter received.
3. The Treasurer is hereby authorized and directed to deliver to the bank from time-to-time upon request a statement showing the total amount of unpaid previous borrowings of the Board for current expenditures together with debt charges, if any, and also the uncollected balance of the estimated revenues for the current year or, where the estimated have not been adopted, the estimated revenues of the previous year less any current revenues already collected.

c. Report: Trustee Determination

Moved by Trustee DiMenna and seconded by Trustee Holland that in accordance with Ontario Regulation 412/00 section 4 (1)(b), the board has decided not to designate any municipality within the board's area of jurisdiction as a low population municipality;

and, that the board approve the determination and distribution of members of the board as calculated on "Table A" listed herein:

| | |
|------------------------------------------------------|------------------|
| Windsor Ward 1 | 1 Trustee |
| Windsor Ward 2 | 1 Trustee |
| Windsor Ward 3 | 1 Trustee |
| Windsor Ward 4 | 1 Trustee |
| Windsor Ward 5 | 1 Trustee |
| Essex, Kingsville, Pelee Township, Leamington | 1 Trustee |
| Amherstburg, LaSalle | 1 Trustee |
| Lakeshore | 1 Trustee |
| Tecumseh | 1 Trustee |

and, that by April 3, 2006, the board shall send a copy of this report to: the Minister, the school board election clerks for all municipalities within the area of jurisdiction of the board, and the secretary of every other board, in the area of jurisdiction of the board. Carried.

13. Committee Reports

- a. Special Education Advisory Committee (SEAC) Minutes of January 19, 2006

Superintendent Marchini to provide SEAC with the Ministry's feedback on this issue of charging educational assistant lunchtime supervision to the special education envelope.

Moved by Trustee DiMenna and seconded by Trustee Soulliere that the Board receive the minutes of the January 19, 2006 Special Education Advisory Committee meeting as information. Carried.

14. Notice of Motion

- Trustee Porcellini - *"At the next regular scheduled meeting of the Board, I shall move or cause to be moved that the administration prepare a report indicating the number of Ontario School Boards that utilize Policy Governance, which boards those are, how long they have utilized this form of governance, and best practices regarding policy governance. The report should also indicate the current Ministry of Education position on the use of policy governance by school boards."*

15. Remarks and Announcements

- a. Chairperson Macri congratulated the board and CAW negotiating teams for their dedication in working toward the Collective Agreements ratified this evening.
- b. Director of Education Moher reported that JK/SK registrations are meeting or exceeding projections, which bodes well for next year's budget.
- c. Board Chaplain Brunet commented on the significance and benefit of Lenten fasting, prayer and almsgiving as the 2006 Lenten Season begins.

16. Remarks/Questions by Trustees

- Trustee Porcellini congratulated Catholic Central High School freshman, junior and senior boy basketball teams for capturing the titles at the recent Windsor Essex County Secondary School Athletic Association (WECSSAA) tournaments.
- Trustee Janisse congratulated the St. Anne's Catholic High School senior girls volleyball team for capturing the title at the recent WECSSAA tournament and congratulated St. Mary Catholic Elementary School students for their gold and silver medal wins in today's Chess Challenge.

- Trustee Keane passed on thanks from teachers at St. Francis Catholic Elementary School who continue to report on the benefits to the students participating in the lower primary class sizes. Trustee Keane congratulated the staff and students at St. James and Holy Cross Catholic Elementary School upon receiving Rotary Peace School designations. Trustee Keane reported that 52 students have enrolled in the International Baccalaureate program at Assumption College Catholic High School and indicated they are expecting final approval for the program in April. Trustee Keane inquired into the status of a replacement greenhouse for Assumption College in order to support the horticultural program, which had to be cancelled at the school for the past few semesters.
- Trustee Alexander congratulated Pete Cusamano for being selected as Coach of the Year by the WECSSAA Senior Boys Basketball coaches and Jalil Khoury for being selected as Coach of the Year by the WECSSAA Football Coaches.
- Trustee Soulliere commended Principal Pat Murray and Vice-Principal Pam Prsa for the outstanding leadership and support they have provided to the St. William Catholic Elementary School community following the horrific accident involving an educational assistant at the school and asked everyone to continue keeping the whole school community in their prayers.
- Trustee Holland thanked members of administration and the Windsor Essex County Secondary School Athletic Association (WECSSAA) for helping to resolve recent issues around local high school swim meets. Trustee Holland inquired into the existence of Ministry cooling standards for schools and asked about Facilities Services plans to provide alternative cooling controls in schools that do not have air conditioning.
- Trustee DiMenna congratulated the Canadian women's Olympic Hockey Team on their gold performance, especially Meghan Agosta who is a graduate of our Catholic school system.
- Student Trustee Kishek indicated that she, Jennifer Devos and Luke Willson will be attending the OSTA-AECO English Catholic Board Council Conference this weekend in Ottawa and will provide comments to the Board on the event at a later date. Student Trustee Kishek reported that she recently met with representatives of the City of Windsor Mayor's Youth Advisory Committee. Student Trustee Kishek indicated that the first Student Senate Newsletter "The Senate Speaks" is at trustee places for their reference.

17. Pending Items

- a. Deferred from June 27, 2005: Board Policy Review Committee – Board Policy Revisions: *A:12 Code of Ethics / Conflict of Interest (Amended Policy)*
- b. Deferred for six months from October 25, 2005: Motion by Trustee Soulliere and seconded by Trustee DiMenna *"that the Board add two (2) more psychologists to its psychology department for a total of four (4), and that the cost be applied to the general budget to offset the cost of educational assistant lunch supervision to the Special Education budget."*

18. Continuation of In-Camera - The Board re-convened to In-Camera Committee of the Whole meeting following adjournment.

19. Future Board Meetings: (unless stated otherwise all meetings will be held at the Windsor Essex Catholic Education Centre - 1325 California Avenue, Windsor)

- Tuesday, March 28, 2006
- Tuesday, April 11, 2006

- Tuesday, April 25, 2006
- Tuesday, May 9, 2006
- Tuesday, May 23, 2006
- Tuesday, June 13, 2006
- Monday, June 26, 2006

20. Closing Prayer – Father Brunet closed the meeting with a prayer.

21. Adjournment - There being no further business, the Regular Board Meeting of February 28, 2006 adjourned at 8:50 p.m. at the call of the Chair.

John Macri
Board Chairperson

Michael Moher
Director of Education & Secretary