



# Windsor-Essex Catholic District School Board

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Joseph Berthiaume, Director of Education

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John Macri, Board Chairperson

## REGULAR BOARD MEETING Tuesday, October 10, 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	
L. Willson, Student Trustee	

##### **Administration:**

J. Berthiaume (Resource)	K. Gignac
M. Iatonna	R. Limarzi
P. Marchini	P. Littlejohns
J. Ouellette	R. Mousaly
M. Seguin	P. Picard
L. Staudt	E. Poirier
C. Geml	

**Recorder:** D. Steffens

1. Call To Order – Chair Macri called the meeting to order at 7:10 p.m.
2. Opening Prayer – Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance – All trustees present.
4. Approval of Agenda

##### Amendments:

- Amendment: Item 10b(ii) Verbal Report: Citizens' Advisory Committee on Trustee Honoraria – Status Report renumbered to 11c and renamed Honoraria for Board Members (report is at trustee places and previously emailed to trustees)
- Item 10 b(iii) Enrolment/Staffing School Organization – a revised Appendix C is at trustee places

- Addition: 12a(v) Field Trip: Cardinal Carter Catholic Secondary School – Kincardine (Report is at trustee places)  
**Moved by Trustee DiMenna and seconded by Trustee Holland that the October 10, 2006 Regular Board meeting agenda be approved as amended. Carried.**

### **Special Announcement – Final Report of the Ministry Review Team**

Director Berthiaume introduced members of the Ministry Review Team who were present in the audience. Director Berthiaume made the following special announcement:

“At tonight’s In-Camera meeting, the Windsor-Essex Catholic District School Board received a brief overview of a report developed by the ministry of education. This 33-page report is the result of an extensive and exhaustive analysis of issues identified as of concern to the public. Throughout this process, the administration and trustees have worked cooperatively with the Ministry of Education’s review team to provide all relevant and supportive documents and interviews as requested.

The Board is already very familiar with the issues raised in the report. In some cases, actions have already been taken to address specific concerns. The more complicated issues involving policy change and financial analysis and planning will require further study and deliberation. This deliberation will begin with a careful review by senior administration of the issues raised in the report. The Ministry of Education Review Team has assured the Board of its intention to continue to work with us to explore the variety of options available to the Board to address outstanding issues. We will be working with trustees on a series of responses to the recommendations in the Ministry's report. Since we have all received this report only a few hours ago, I am requesting patience in allowing the trustees and senior administration the opportunity to study it completely before drawing any conclusions at this time.”

5. Questions Pertaining to Agenda – None.
6. Disclosure of Interest - Pursuant to the Municipal Conflict of Interest Act. – None.
7. Presentations – None.
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, September 26, 2006  
**Moved by Trustee Holland and seconded by Trustee Janisse that the minutes of the In-Camera meeting of September 26, 2006 be adopted as distributed. Carried.**

- ii) Minutes of Regular Meeting, September 26, 2006  
**Moved by Trustee Janisse and seconded by Trustee Keane that the minutes of the Regular Board Meeting of September 26, 2006 be adopted as distributed. Carried.**

b. Items From In-Camera Meeting of October 10, 2006

Vice Chair Courtney reported that the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole meeting on October 10, 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.

**Moved by Trustee Courtney and seconded by Trustee DiMenna that the recommendations and directions of the Committee of the Whole Board at its meeting of October 10, 2006 be approved. Carried.**

Vice Chair Courtney made the following announcement:

- The Final Report of the Ministry Review Team was received by the Board.

10. Communications

a. External (Associations, OCSTA, Ministry) – None.

b. Internal (Reports from Administration)

- i) Report: Administrative Staff Report  
**Moved by Trustee DiMenna and seconded by Trustee Janisse that the Board receive the Administrative Staff Report on hiring, retirement and resignation of staff dated October 10, 2006 for information. Carried.**
- ii) Verbal Report: Citizens' Advisory Committee on Trustee Honoraria – Status Report – Discussion and a recommendation from the Citizens' Advisory Committee on Trustee Honoraria was provided under item 11c Honorarium for Board Members.
- iii) Report: Enrolment/Staffing School Organization Information for Elementary / Secondary Schools September 2006

Trustees were provided a handout entitled Appendix C: Secondary Enrolment and Staff 2006 – 2007. Superintendent Seguin noted that the elementary pupil/teacher ratio (PTR) is 24.4, which is within the Ministry requirement of 24.5 PTR. Administration responded to trustee questions relating to the Ministry's Primary Class Size Reduction initiative and the board's planning process to implementing the Primary Class Size Cap in schools where student accommodation will become an issue due to space limitations in 2007 - 2008. A five year enrolment history school by school will be provided to trustees in the absence of the School Profile report that is no longer required..

**Moved by Trustee Holland and seconded by Trustee Janisse that the Board receive the report *Enrolment/Staffing/School Organization Information Of Our Elementary/Secondary Schools – September 2006* as information. Carried.**

iv) Report: Update – St. Joseph’s and St. Anne Secondary School Projects

Superintendent Marchini presented the report Update – Financial Cost - St. Joseph’s and St. Anne Secondary School Projects which provided a detailed financial update on the St. Joseph and St. Anne Catholic High School construction projects and an update on the overall status of the Capital budget. The report included up-to-date change orders. Superintendent Marchini noted that the overall increase since May 23, 2006 is in the area of \$367,603 and is primarily due to change orders. Superintendent Marchini provided an explanation of the architect fee structure for the two projects. A summary of architecture fees over the past five years will be provided to the Audit Committee.

**Moved by Trustee Janisse and seconded by Trustee Courtney that the report *Update-Financial Cost-St. Joseph and St. Anne Secondary School Projects* be received as information. Carried.**

11. Unfinished Business

- a. Notice of Motion Deferred from August 29, 2006 and September 26 to October 10, 2006: Trustee Porcellini: *“At the next regularly scheduled meeting of the Board, I will move or cause to be moved that the Board establish a series of oversight committees, chaired by trustees, not limited to budget, capital, etc., to report regularly to the Board in public session.”*

Trustee Porcellini deferred this notice of motion to the next meeting since the Board just received the Final Report of the Ministry Team Review.

- b. Notice of Motion from September 26, 2006 – Trustee Courtney

Trustee Courtney indicated that, although the Board has received periodic updates, several changes have occurred with the delivery of music in the elementary panel and requested that a written report on the mandatory as opposed to the optional programs be provided to the Board. In addition to the information cited within the Notice of Motion, Trustee Courtney indicated that the report should include the availability of grants to the schools or the Board, which schools own their own instruments and which schools are renting equipment, if there are children are not participating in a school program because they cannot afford to, whether or not the Ministry requirements in music are being met in each of the Board’s classrooms, a vision for the future, and an analysis on how much schools have spent and are currently indebted to providing musical instruments.

Debate occurred on the timing of a request to administration for the compilation of a report of this magnitude and the timing to ask for consideration of addition of staff prior to the finalization of the budget. Trustee Courtney stated that a report submitted within six months would be acceptable.

Superintendent Ouellette explained that unless a school is involved with the compulsory grade 7 and 8 music program, an itinerant teacher has not been provided. At this time, 31 schools are participating in the compulsory program. During the last two years, a principal has taken on the responsibility of organizing the program. The principal has since retired and has agreed to stay on for a period of time to assist with the program on a voluntary basis.

**Moved by Trustee Courtney and seconded by Trustee DiMenna that administration prepare a full report outlining the current status of the music program in our system. This report shall include the schools participating, individual school programs being offered, and the present staffing component. It should also explore the feasibility of hiring a qualified individual to oversee the program practically and administratively.**  
*Carried.*

c. Report: Honorarium for Board Members (*renamed and renumbered from Item 10b(ii)*)

Superintendent Marchini reported the Citizen's Advisory Committee on Trustee Honoraria met two times to review the honorarium regulation and to determine both the honorarium and the retroactive amount to be paid to the trustees. Ken Gignac, Controller of Finance and Joseph Bachmeier, Chair of the Citizen's Advisory Committee were present to respond to questions about the Committee recommendations and to provide the rationale on the recommended percentage of retro-active pay in respect of the period from September 1, 2005 to November 30, 2006.

*Moved by Trustee Janisse and seconded by Trustee Porcellini that the Board receive the report and recommendations from the Citizens' Advisory Committee on Trustee Honoraria as information;*

*and, that the Board approve the Trustee Honoraria as follows:*

- a. *that, for the period from September 1, 2005 to November 30, 2006, a retroactive amount be paid for 12 months at the rate of \$491.84 per month*
- b. *that, for the period December 1, 2006 to November 30, 2010, the base amount of trustee honorarium be \$5,900*
- c. *that, for the period December 1, 2006 to November 30, 2010, the base amount of honorarium for the chair be \$10,900*
- d. *that, for the period December 1, 2006 to November 30, 2010, the base amount of honorarium for the vice-chair be \$8,400*
- e. *that, the Board members be paid 100% of the maximum enrolment amount as determined for each year of the term*
- f. *that, the Board members of a Special Education Advisory Committee (SEAC) receive \$50 for each meeting that he or she attends.*

*This motion was amended and voted upon below.*

Trustee Holland stated for the record that she believes the regulation setting out the method of calculating limits on honoraria is fundamentally wrong, as no other elected official in the Province is compensated based on the number of people they represent. In addition, the regulation discriminates against Catholic trustees across the province by eliminating parity with public board trustees serving within the same community.

Following further review and discussion, consensus was reached to amend the recommendations to include “per year” at the end of statement “b” as a point of clarification, and to delete statement “f” as other members of the Special Education Advisory Committee are not paid to attend meetings. It was also noted that trustee attendance at the Special Education Advisory Committee meetings were part of the role just as attendance at other Board committees.

**AMENDED MOTION (upon the agreement of the mover and seconder):**

**Moved by Trustee Janisse and seconded by Trustee Porcellini that the Board receive the report and recommendations from the Citizens’ Advisory Committee on Trustee Honoraria as information;**

**and, that the Board approve the Trustee Honoraria as follows:**

- a. that, for the period from September 1, 2005 to November 30, 2006, a retroactive amount be paid for 12 months at the rate of \$491.84 per month
- b. that, for the period December 1, 2006 to November 30, 2010, the base amount of trustee honorarium be \$5,900 per year
- c. that, for the period December 1, 2006 to November 30, 2010, the base amount of honorarium for the chair be \$10,900
- d. that, for the period December 1, 2006 to November 30, 2010, the base amount of honorarium for the vice-chair be \$8,400
- e. that, the Board members be paid 100% of the maximum enrolment amount as determined for each year of the term

*Carried.*

12. New Business

a. Field Trips:

- i) St. Thomas of Villanova Catholic High School – Europe  
**Moved by Trustee Holland and seconded by Trustee Courtney that the Board approve the field trip for St. Thomas of Villanova Catholic Secondary School to Scotland and England, from May 14 - 23, 2007. Carried.**
- ii) Cardinal Carter Catholic High School – Europe  
**Moved by Trustee Alexander and seconded by Trustee DiMenna that the Board approve the Cardinal Carter Catholic Secondary School field trip to Europe from March 7 to 18, 2007. Carried.**
- iii) Holy Names Catholic High School – New York  
**Moved by Trustee Holland and seconded by Trustee Keane that the Board approve the Holy Names Catholic High School field trip to New York City from April 23 to 27, 2007. Carried.**
- iv) Muskoka Woods Secondary Leadership Experience  
**Moved by Trustee Alexander and seconded by Trustee Holland that the Board approve the Muskoka Woods Secondary Leadership Experience field trip of October 30 – November 3, 2006 for the following secondary schools: Assumption College School, F.J. Brennan Catholic High School, Cardinal Carter Catholic**

**High School, Catholic Central High School, Holy Names Catholic High School, St. Anne Catholic High School, St. Joseph's Catholic High School, St. Michael's Alternative High School and St. Thomas of Villanova Catholic High School.**  
*Carried.*

- v) WALK-ON ITEM: Cardinal Carter Catholic High School - Kincardine  
**Moved by Trustee Janisse and seconded by Trustee DiMenna that the Board approve the Cardinal Carter Catholic Secondary School field trip to Kincardine on October 12 and 13, 2006.** *Carried.*

13. Committee Reports

- a. Report: Special Education Advisory Committee (SEAC) Minutes of April 20, 2006

Trustee Soulliere noted that SEAC had sent a letter to the Education Finance Branch regarding Net New Needs funding and indicated that a response has not been received to date. Trustee Soulliere indicated that this year's budget includes funding for three permanent employees in Psychological Services and that the board is currently advertising for the position of Head Psychologist.

**Moved by Trustee DiMenna and seconded by Trustee Soulliere that the Board receive the minutes of the April 20, 2006 Special Education Advisory Committee meeting as information.** *Carried.*

14. Notice of Motion – None.

15. Remarks and Announcements

- a. Chairperson Macri reported that he attended the Grand Opening and Blessing of the new St. Joseph Catholic High School and commented on the beautiful ceremony, indicating that the school facility is outstanding. Chair Macri reported that he attended Holy Names Catholic High School for the Blessing of the outdoor cross that was designed by a former student.
- b. Director of Education Berthiaume reminded trustees to contact Rosemary Limarzi if they are interested in attending the Bishop's Dinner on October 26. Director Berthiaume invited trustees to the Commission Ceremony of the new Student Senate that will be held on October 17 in the Board Room at 3:30 p.m. Director Berthiaume commented on the receipt of the Final Report of the Ministry Review and indicated he is looking forward to working with trustees and the Ministry to resolve any outstanding issues.
- c. Board Chaplain Brunet briefly commented on the Final Report of the Ministry Review indicating the recommendations were both a challenge and opportunity, but nothing insurmountable.

16. Remarks/Questions by Trustees

- Trustee Porcellini thanked the members of the Citizen's Advisory Committee on Trustee Honorarium for their work and School Council Chairs in her schools who contributed to the

process. Trustee Porcellini congratulated Catholic Central High School's music department, under the direction of Grant Bergeron, for obtaining a \$10,000 Canadian Academy of Recording Arts and Sciences Band Aid musical instrument grant. Trustee Porcellini thanked Fathers Kornacker, Angyal, Feccia, Corradin and Waszeiwicz who have been kind enough to organize a series of Masses at St. Angela Elementary School to allow the community to take part in the Eucharist since the closure of several parishes in the immediate vicinity. Trustee Porcellini thanked Barry Elliott, Luigi Di Fazio and Fr. Peter Hrytsyk for coordinating the religion course offered by the Board and OECTA and indicated that she attended the presentation by Catholic motivational speaker Jesse Manibusan that was offered as part of the religion course.

- Trustee Keane thanked administration and school staff for all the good that has gone on in the system since the start of the new school year. Trustee Keane reported that he attended a meeting concerning the pedestrian overhead bridge in front of Assumption College Catholic High School to discuss options to address the issue of students from several schools in the area who continue to cross the surface roadway despite the removal of pedestrian crossway indicators. Trustee Keane indicated that the vast majority of Assumption students are using the overhead walkway. In the interest of safety, parents and students will be notified that students breaking the rules of walking at that intersection will be suspended.
- Trustee Alexander reported that he attended the Grand Opening and Blessing of the new St. Joseph's Catholic High School and thanked Rosemary Limarzi for her efforts in making the day such a success. Trustee Alexander also thanked the principal and staff of St. Joseph's who made everyone feel so welcome.
- Trustee Holland reported that she attended the Grand Opening and Blessing of the new St. Joseph's Catholic High School and commented on Bishop Daniels' speech where upon he spoke about the Bishops Meeting with the Pope and the Pope's comments on the gift of Catholic education that we have in Ontario. Trustee Holland reported that she will be part of the Board Team who is attending the Institute for Catholic Education Provincial Symposium at the end of November where the most important current issues in Catholic education will be discussed including the retention of closed access in elementary schools.
- Trustee DiMenna commented on the success of the Grand Opening and Blessing of the new St. Joseph's Catholic High School.
- Trustee Courtney thanked the Facilities Services Department for their quick response to the parking lot issue that arose at St. Bernard Catholic Elementary School in Amherstburg.
- Student Trustee Willson commented on his attendance at the Grand Opening and Blessing of the new St. Joseph's Catholic High School. Student Trustee Willson reported that the first Student Senate meeting held at Oxley Retreat House went well and indicated that Rob Neves, a storyteller and youth minister from London, will be the Keynote Speaker at the Student Senate Faith Development Day on Thursday, October 26. Student Trustee Willson reminded trustees of the Student Senate Commissioning Ceremony that will be held on October 17th in the Boardroom of the Catholic Education Centre at approximately 3:30 p.m.

#### 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 from September 12, 2006 to October 24, 2006: Motion: *“Moved by Trustee Porcellini and seconded by Trustee DiMenna that the Board, in adherence with Policy A:21 Child Care, require all daycare service providers housed in Board schools to be not-for-profit, and further, that the Board encourage those daycare service providers that are currently for profit and housed in our system, to complete the conversion process prior to March 31, 2007, after which all contracts for the provision of daycare services by any for profit providers will be terminated and subject to tender, for award and installation by July 1, 2007.”*

18. Continuation of In-Camera – Not required.

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

- Tuesday, October 24, 2006 (Mass at 5:00 p.m. in Assumption Chapel)
- Tuesday, November 14, 2006
- Tuesday, November 28, 2006
- Tuesday, December 5, 2006 (Organizational Meeting – 7:30 p.m. – preceded by Mass)
- Tuesday, December 12, 2006
- Tuesday, January 16, 2007
- Tuesday, January 30, 2007
- Tuesday, February 13, 2007
- Tuesday, February 27, 2007
- Tuesday, March 13, 2007 (tentative due to March Break)
- Tuesday, March 27, 2007
- Tuesday, April 10, 2007
- Tuesday, April 24, 2007
- Tuesday, May 8, 2007
- Tuesday, May 22, 2007
- Tuesday, June 12, 2007
- Monday, June 25, 2007

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

21. Adjournment - There being no further business, the Regular Board Meeting of October 10, 2006 adjourned at 8:32 p.m. at the call of the Chair.

*Approved.*

**John Macri**  
Board Chairperson

**Joseph Berthiaume**  
Director of Education & Secretary