



Windsor-Essex Catholic District School Board

1325 California Avenue, Windsor, Ontario N9B 3Y6

Telephone: (519) 253-2481

Joseph Berthiaume, Director of Education

Fax: (519) 253-0620

John Macri, Board Chairperson

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

MINUTES

PRESENT

Trustees:

J. Courtney, Vice-Chair	P. Keane
M. DiMenna	J. Macri, Chair
B. Holland	S. Porcellini
C. Janisse	L. Soulliere
Rev. L. Brunet, Board Chaplain	
L. Willson, Student Trustee	

Regrets:

F. Alexander

Administration:

J. Berthiaume (Resource)	S. Freeman
M. Iatonna	K. Gignac
P. Marchini	R. Limarzi
J. Ouellette	P. Littlejohns
M. Seguin	E. Poirier
L. Staudt	

Recorder:

E. Belanger

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 – Trustee F. Alexander sent regrets.
4. Approval of Agenda

Amendments:

- Renumber 12b Report: Request for Recount of the 2006 – 2010 City of Windsor Municipal Elections – English Separate Ward 2 to 8c

Moved by Trustee Janisse and seconded by Trustee Keane that the November 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 Keane disclosed interest in 8b(i) and item 12b renumbered to 8c, due to his position as incumbent trustee representing English Separate Ward 2 and did not participate in the discussion or the vote on the resolution pertaining to these matters.
7. Presentations – None.
8. Delegations
 - a. Delegation Regarding Items Not on the Agenda – None.
 - b. Delegations Regarding Items On the Agenda
 - i. Frank Favot re: Request for Recount of the 2006 – 2010 City of Windsor Municipal Elections – English Separate Ward 2 *Trustee Keane disclosed interest in this item and did not participate in the discussion on the matter.*

Mr. Favot was present to speak in support of his petition for a board resolution supporting his request for a recount of votes cast in the 2006 – 2010 City of Windsor Municipal Elections – English Separate Ward 2. As a result of the November 13 election there was a differential of 19 votes between Mr. Favot and the incumbent, Mr. Keane. Mr. Favot informed Trustees about the Optical Scanner voting mechanism that was used in tabulating the results, presently used by 37 municipalities in Ontario, and his concerns with that specific equipment never being challenged since its inception in 2002. Based on this information, he felt it necessary to make this request to the Board for the sake of ratepayers in Ward 2. Questions by Trustees to Mr. Favot related to his decision to request a recount using the same method, the Optical Scanner tabulator, instead of requesting a manual recount through the Ontario Superior Court of Justice and the cost of the recount that will be borne by the Board.

- c. Report: Request for Recount of the 2006 – 2010 City of Windsor Municipal Elections – English Separate Ward 2 (Renumbered from 12b) *Trustee Keane disclosed interest in this item and did not participate in the discussion or the vote on the resolution pertaining to the matter*

Director Berthiaume provided background to the Trustees on the report and outlined the anticipated cost of \$12,500 as an approximate calculation provided by the Clerk of the City of Windsor, for a recount to occur in the same manner held on the day of the Municipal election. The breakdown of those costs for the period of 3 days to perform the recount was provided by the City Clerk as \$3000 for memory cards; \$6000 for voting equipment representatives; \$1350 for IT support and \$2155 for the Clerk. Discussion occurred around Mr. Favot's request for a recount of the 2,167 votes cast in the 2006 – 2010 City of Windsor Municipal Elections – English Separate Ward 2. Mr. Nolan, Board Solicitor, was present to respond to trustee questions and provide clarification with respect to the Municipal Act. Solicitor Nolan reiterated that the Act stipulates that those reasonable costs associated with a recount must be paid by the board by way of reimbursement to the clerk and that it is the responsibility of the board regardless of whether the recount was conducted pursuant to a

resolution from the board or from a successful application to the Ontario Superior Court of Justice by an eligible person.

Moved by Trustee Holland and seconded by Trustee Soulliere that the Board hereby requires the election clerk of the City of Windsor to conduct a recount of all the votes cast in favour of the Candidates for the office of Member (Trustee) of the Windsor-Essex Catholic District School Board, namely Mr. Patrick Keane, Mr. Frank Favot and Mr. Robert J. Potomski, in Ward 2 in the municipal elections held Monday, November 13, 2006. Carried.

Mr. Nolan indicated that, if in fact, there is an error in the count, the Act does not allow for the Board to recover any of the costs paid by the Board for the recount. Trustees saw the validity of the recount as part of the democratic process but thought costs were extremely high to do so. Administration will send a letter to the Minister of Municipal Affairs requesting a change in the Municipal Act with respect to a School Board's requirement to cover all costs associated with a recount in a Municipal Election for the position of Trustee and raise concerns with respect to Catholic Voter Lists and MPAC and the need to examine how the registry is managed and maintained. Administration will prepare a letter to the City Clerk of the City of Windsor to seek assistance with this process and a draft copy will be shared with Trustees prior to mailing.

9.1 Action Items

a. Approval of Minutes

i) Minutes of In-Camera Meeting, November 14, 2006

Moved by Trustee Soulliere and seconded by Trustee Holland that the minutes of the In-Camera meeting of November 14, 2006 be adopted as amended. Carried

ii) Minutes of Regular Meeting, November 14, 2006

Moved by Trustee DiMenna and seconded by Trustee Courtney that the minutes of the Regular Board Meeting of November 14, 2006 be adopted as distributed. Carried.

b. Items From In-Camera Meeting of November 14 (Re-convened) and November 28, 2006

Vice-Chair Courtney reported that the Windsor-Essex Catholic District School Board re-convened a closed Committee of the Whole Board meeting on November 14, 2006 pursuant to the Education Act - Section 207, to obtain legal advice and to consider specific personnel issues required to be kept private and confidential under the Freedom of Information and Protection of Privacy Act and convened a closed Committee of the Whole Board meeting on November 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.

Moved by Trustee Courtney and seconded by Trustee DiMenna that the recommendations and directions of the Committee of the Whole Board at its in-camera meeting of November 28, 2006 be approved. Carried.

Vice-Chair Courtney made the following announcements:

- The acceptance of the retirement of Janet Ouellette, Superintendent of Education with regret.
- The initiation of the recruitment process for the position of Superintendent of Education.
- In relation to the Secondary Principal and Vice-Principal Roster:
 - The following individuals have been added to the 2006 – 2011 Secondary Principal Roster: Patrick Hickson, Joseph Ibrahim
 - The following individuals have been added to the 2006 – 2011 Secondary Vice Principal Roster: Dwayne Brunet, Cynthia Facchinato, Filomena Greco, Danielle Koloff, Rosemary LoFaso, Douglas Sadler
- In relation to the Elementary Principal and Vice-Principal Roster:
 - The following individuals have been added to the 2006 – 2011 Elementary Principal Roster: Carl Bull, Michelle Mailloux, Rita Raniwsky, Donna Savage, Bill Vaillancourt
 - The following individuals have been added to the 2006 – 2011 Elementary Vice Principal Roster: Michael Cusinato, Elise Daragon, Dean Favero, Kathy, Gallagher, Tony Gebrail, Filomena Greco, Fred Macapagal, Chris Merritt, Lee Ann Poisson, Mary Reynolds, Dan Zagordo

10. Communications

a. External (Associations, OCSTA, Ministry)

- i) Memorandum from the Ontario Catholic School Trustees' Association (OCSTA), dated November 20, 2006 re: Standing Committee Hearings re: Ontario Pre-Budget Consultation

Moved by Trustee Holland and seconded by Trustee Janisse that the Memorandum from the Ontario Catholic School Trustees' Association (OCSTA), dated November 20, 2006 re: Standing Committee Hearings re: Ontario Pre-Budget Consultation be received as information. Carried.

- ii) OCSTA Brief to the Minister of Education Regarding Education Funding, dated November 17, 2006

Moved by Trustee Soulliere and seconded by Trustee Holland that the OCSTA Brief to the Minister of Education Regarding Education Funding, dated November 17, 2006 be received as information. Carried.

b. Internal (Reports from Administration)

- i) Report: Administrative Staff Report

Moved by Trustee Courtney and seconded by Trustee DiMenna that the Board receive the *Administrative Staff Report* on hiring, retirement and resignation of staff dated November 28, 2006 for information. Carried

- ii) Report: Legal Services – August 2006

Moved by Trustee Soulliere and seconded by Trustee Holland that the report *Legal Services – August 2006* be received as information. Carried.

11. Unfinished Business – None.

12. New Business

a. Field Trips:

i) Holy Names Catholic High School – Vancouver

Moved by Trustee DiMenna and seconded by Trustee Courtney that the Board approve Holy Names Catholic High School field trip to Vancouver/Richmond, British Columbia for May 16 to 21, 2007. Carried.

ii) Holy Names Catholic High School – Paris, France

Moved by Trustee Holland and seconded by Trustee DiMenna that the Board approve Holy Names Catholic High School field trip to Paris, Monaco and Nice, France for May 10 to 17, 2007. Carried.

b. Report: Request for Recount of the 2006 – 2010 City of Windsor Municipal Elections – English Separate Ward 2 – *This item was renumbered and discussed under 8c.*

c. Business Practices Review Process

Director Berthiaume reported that, since amalgamation, the Windsor-Essex Catholic District School Board has conducted in-depth departmental reviews of the organizational structure and relevant policies and procedures within several departments, including human resources, facilities services, information technology, learning support services and the delivery model for special education. Although, the business operations of the two parent boards were harmonized following amalgamation, a comprehensive review has yet to be conducted. In the spring of 2006, at the request of both the board and the Minister of Education, the Ministry of Finance recently completed a review of all the issues raised and provided the board with several recommendations to address some of the key concerns identified. The Ministry of Finance's recommendations strongly supported a review of board business practices and a comprehensive review of the board's financial plan related to long-term financing of the board's major capital expenditures. Director Berthiaume reported that the proposed scope of the review would include two areas. Project One will provide a high level review of the Board's projections to deal with funding of the St. Joseph's/St. Anne capital shortfall and Project Two will provide assistance in performing a high level and detailed review of the internal controls, policies, processes and procedures in various aspects of the business and financial areas. A report to the Board for Project One will come forward in January while it is anticipated that a report for Project Two will be received in March 2007.

Moved by Trustee Janisse and seconded by Trustee Porcellini that the Board engage PricewaterhouseCoopers LLP, for the contractual amount of \$71,750, exclusive of out of pocket expenses for travel, printing, courier, other incidental costs and applicable taxes, to conduct a high level review of the Board's projections to deal with the funding of the St. Anne/St. Joseph's capital shortfall and to conduct an independent review of certain internal control, policies, processes and procedures at the Windsor-Essex Catholic District School Board. Carried.

d. Report: St. Anne Catholic High School – Move to New Location

Superintendent Ouellette reported that it was the original intention to move staff and students into the new St. Anne Catholic High School building for the beginning of Semester Two (Feb. 2007). The construction company has advised the board that the building will be “substantially completed” and turned over on January 31. This will not mean that all areas of the school will be ready to receive teachers and students. The school administrative team, senior administration, staff responsible for the move and Facilities Services have explored several different options with regard to the timing of the move. A move at the end of June and over the summer for start in new the building on Sept. 5 would result in the least disruption to the education and extra-curricular activities of the students and is recommended by the school administrative team, the St. Anne school council and parents’ club, senior administration, staff responsible for the move and Facilities Services as best meeting the educational and extra-curricular needs of the students.

Lengthy discussion was held among Trustees and Administration with respect to all three options presented in the report. Other possible options were explored and discussed to try and facilitate an earlier move than June 2007. Concerns related to additional costs for insurance specific to a vacant school building, security issues at the new school during vacancy, and transportation costs related to additional bussing for extra curricular activities to the former site need to be addressed. John Byrne, Principal of St. Anne High School and Pat Machina, St. Anne Parent Council Chairperson came forward to assist in answering Trustees’ questions and to speak to the recommendation in the report. In view of the concerns expressed by the Trustees and the need to provide accurate costs related to these concerns, a request to defer the decision to the December 12 meeting was made.

Moved by Trustee Soulliere and seconded by Trustee Courtney that the Board defer the decision for the St. Anne Catholic High School move to its new location to the December 12, 2006 meeting, at which time administration will present additional cost estimates related to Transportation, Security and Insurance issues. Carried.

e. Report: Trustee Group Accident Insurance

Moved by Trustee Holland and seconded by Trustee DiMenna that the Board re-new the current trustee group accident insurance policy for elected trustees, one student trustee and one student trustee designate. Carried.

f. Report: OSBIE Insurance Premium – Year 2007

Superintendent Marchini indicated that the increase in the insurance premium is related to renovations and new school buildings that have been added or revised to the policy.

Moved by Trustee Soulliere and seconded by Trustee Holland that the Board approve payment for the Ontario School Boards’ Insurance Exchange Insurance Premium for the year 2007. Carried.

13. Committee Reports

- a. High School Council Meeting Notes of October 12, 2006

Moved by Trustee Keane and seconded by Trustee Janisse that the Board receive the minutes of the High School Council dated October 12, 2006, as information. Carried.

14. Notice of Motion – None.

15. Remarks and Announcements

- a. Chairperson Macri congratulated Superintendent Janet Ouellette on her decision to retire after many years of outstanding service and commended her excellent career with the Board, her dedication to her position as teacher, principal and superintendent, her ability to look at both sides of the issue, her reasoning logic and her ability to effectively work with people. He wished her well and offered his best wishes on behalf of the Board.
- b. Director of Education Berthiaume reminded Trustees that all staff of the Windsor-Essex Catholic District School Board will celebrate our system-wide “*Together in Faith Day*” the morning of Friday, December 1, 2006 at the Ciociaro Club. The featured Guest Speaker will be Fr. Tony Ricard of New Orleans, followed by Celebration of the Eucharist. He also reminded Trustees and Senior Administration of the group picture to be taken on December 5 at 6:00 p.m. Individual pictures will also be taken for the Website. Director of Education Berthiaume reported his attendance at the I.C.E. Symposium along with Trustees Holland and Keane and staff members from the system who will work together to respond to the recommendations presented to them. He also had the privilege of attending the St. Michael’s Anti-Graffiti Mural Presentation. The mural will be displayed on the YMCA building across from St. Michael’s. Sherrilynn Colley-Vegh, Vice-Principal of St. Michael’s was instrumental in involving students in this project. A framed copy of the mural was presented to the Board for display.

16. Remarks/Questions by Trustees

- Trustee Porcellini congratulated Superintendent Janet Ouellette on her retirement and wished her well in her future endeavours. Trustee Porcellini advised that Catholic Central will be presenting the play *Blood Brothers* beginning Thursday, November 30, directed by Brian Raisbeck. Trustee Porcellini commented on the St. Michael’s Mural Project noting that these projects are a great way to combat graffiti, while inexpensive, they can be extremely empowering. Trustee Porcellini requested that Administration prepare a letter to Mr. Chuck Scarpelli at the City Clerks’ Office for the City of Windsor seeking his assistance in working with MPAC in the management and maintaining of the voter lists. Her constituents raised many concerns during the recent election with respect to voter status. Trustee Porcellini requested the draft letter be brought back to the Board for review.
- Trustee Janisse thanked Pat Machina, Parent Council Chairperson, St. Anne High School for her dedication to the school community during her many years of service. Trustee Janisse requested that Administration provide more detailed financial information in board reports so that appropriate decisions can be made based on all the information.

- Trustee Holland reported her attendance at the I.C.E. Symposium and the worthwhile information that was presented to the delegates. She along with Trustee Keane look forward to meeting with the Committee to discuss ways to ensure that the recommendations are reviewed and implemented. Trustee Holland congratulated Superintendent Janet Ouellette on her decision to retire and offered her best wishes. Trustee Holland also recounted the first time she met Janet Ouellette as her teacher in Grade 9 at F. J. Brennan Catholic High School.
- Trustee DiMenna offered her best wishes to Superintendent Janet Ouellette and indicated she will be missed at the Board table and at SEAC.
- Trustee Courtney thanked Superintendent Janet Ouellette for her years of dedicated service with the board and indicated it has been a privilege to work with on her and offered best wishes in her retirement. Trustee Courtney requested the status of the development of the Fair Labour Policy which she requested in January 2006 dealing with the issue of “sweatshops” and clothing purchased within our schools. Trustee Courtney anticipated that a meeting with the LSST teachers would be held with respect to feedback on the new format. In response, Superintendent Ouellette indicated an interim report is being compiled from meetings that have been occurring through family of schools meetings with all stakeholders and Supervisor Cathy Geml. The interim report will be shared with all trustees at a later date. Trustee Courtney offered congratulations to the Villanova Wildcats who won the WECSSA Football Championship and moved onto SWOSSA where they were defeated in a controversial game against St. Patrick’s of Sarnia. She also highlighted Trustee Luke Willson’s participation in the game along with his 2 brothers who are all outstanding athletes. Trustee Courtney also congratulated the student body of St. Thomas of Villanova for a successful awards evening held at the Fogolar Furlan.
- Student Trustee Luke Willson reported that there were in excess of 2000 spectators at the WECSSA Football championship game held at Windsor Stadium and that the school spirit was overwhelming. This will be a topic for discussion at the next student senate meeting along with how to improve school spirit among all schools. He requested agenda items from Trustees and administration for the next Student Senate meeting. Student Trustee Luc Willson offered his best wishes to Superintendent Janet Ouellette in her retirement.

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 Motion from October 24, 2006 to January 16, 2007: Trustee Porcellini: *“Moved by Trustee Porcellini and seconded by Trustee DiMenna 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.”*
- c. Deferred Motion from October 24, 2006 to February 27, 2007: *“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 – The Board reconvened to In-Camera Committee of the Whole Board 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, 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 November 28, 2006 adjourned at 9:20 p.m. at the call of the Chair.

Approved.

John Macri
Board Chairperson

Joseph Berthiaume
Director of Education & Secretary