



# Windsor-Essex Catholic District School Board

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John Macri, Board Chairperson

## REGULAR BOARD MEETING Tuesday, February 27, 2007 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
C. Janisse	L. Soulliere
Rev. L. Brunet, Board Chaplain	
L. Willson, Student Trustee	

##### **Regrets:**

B. Holland

##### **Administration:**

J. Berthiaume (Resource)	R. Limarzi
M. Iatonna	P. Littlejohns
M. Seguin	S. O'Hagan-Wong
L. Staudt	P. Picard
C. Geml	R. Sasso
K. Gignac	

##### **Recorder:**

D. Steffens

1. Call To Order - Chair Macri called the meeting to order at 7:34 p.m.
2. Opening Prayer – Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance – Trustee Holland sent regrets due to a family medical emergency.
4. Approval of Agenda

##### Amendments:

- Addition: 8b(i) Delegations Regarding Items On the Agenda – Ratepayer Richard Kniaziew – Delegate requested to speak on agenda item *12b Election Recount – Outstanding Issue Referred from In-Camera Meeting of February 13, 2007*

**Moved by Trustee Soulliere and seconded by Trustee DiMenna that the February 27, 2007 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 agenda item 12b *Election Recount – Outstanding Issue Referred from In-Camera Meeting of February 13, 2007* since it concerns a request for payment of an expense incurred by him resulting from a board motion for an election recount and did not participate in the discussion or vote on any question raised on that item.

7. Presentations

- a. Ontario Federation of School Athletic Associations Leadership and Coaching Excellence Award

Principal Darlene Kennedy introduced Mike McKittrick, Physical Education Department Head at Catholic Central High School, who was recently awarded the Ontario Federation of School Athletic Association's Leadership and Coaching Excellence Award. Mr. McKittrick was chosen among many individuals for this honour that recognizes outstanding coaches and their contributions to both their sport and athletes in Ontario.

- b. Healthy Active Living/Nutrition Programs

Brian Steer, Healthy Active Living Consultant and Sharon O'Hagan-Wong, Supervisor Learning Support Services, were present to provide a brief overview of Healthy Active Living and the healthy eating initiatives offered to students throughout the system. Supervisor O'Hagan-Wong provided an overview of the initiatives of the Jumpstart Child Nourishment Program, a partnership between both the public and Catholic school boards, which provides healthy snack and breakfast programs to students in both systems. Superintendent Geml indicated that a detailed report on the initiatives schools have taken to encourage healthy living choices will be presented once additional statistics have been compiled.

8. Delegations

- a. Delegation Regarding Items Not on the Agenda

- i) Our Lady of the Annunciation Catholic Elementary School Council Delegation re: School Accommodation Needs

Sara Broderick, Our Lady of the Annunciation Catholic Elementary School Council Chair and Rev. Dwayne Adam, Pastor of Visitation Parish were present to speak on behalf of the school and parish community regarding the physical condition and capacity of the current school facility. The delegation asked trustees to consider a new school for this community when considering projects during the capital planning process.

Facility concerns raised by the delegation included the general physical condition of the building due to its age, enrolment capacity is over by 20% causing extensive use of portables, water leaks, mould problems, brick re-pointing/masonry problems, inadequate student and staff washroom facilities, heating problems, structure antiquity that inhibits compliance with accessibility standards, storage issues, site deficiencies with respect to playground and bussing, and other health and safety concerns. Rev. Dwayne Adam spoke on behalf of parish community in support of the request put forth by the parents to either

repair the existing building or build a new school facility that, as in the past, would be preferably located in proximity to Visitation Parish as an integral part of the faith community.

b. Delegations Regarding Items On the Agenda

- i) Ratepayer Richard Kniaziew re: Agenda item *12b Election Recount – Outstanding Issue Referred from In-Camera Meeting of February 13, 2007.*

Ratepayer Mr. Kniaziew indicated that the nature of his petition to the board concerns the request by Trustee Keane for payment of an invoice owing to Mr. Paul Mullins for legal services provided to Trustee Keane during the recent election recount. Mr. Kniaziew commented on his findings which resulted from his review of both the *Education Act* and the *Municipal Elections Act* pertaining to the payment of election expenses and cautioned the board to review the request very carefully prior to rendering a decision given the possible implications of contravening legislation around election expenses. Mr. Kniaziew inquired into the existence of any legal bills incurred by trustees or administration in the past and commented that as a ratepayer he does not agree with tax dollars being used to pay any trustee or staff legal expenses.

9. Action Items

a. Approval of Minutes

- i) Minutes of In-Camera Meeting, February 13, 2007  
**Moved by Trustee Janisse and seconded by Trustee DiMenna that the minutes of the Committee of the Whole Board In-Camera meeting of February 13, 2007 be adopted as amended. Carried.** Opposed: Trustee Keane noted opposition for the approval of this item as he contends the Minutes of In-Camera Meeting, February 13, 2007 place him in the meeting at a time where he was not present.
- ii) Minutes of Regular Meeting, February 13, 2007  
**Moved by Trustee Janisse and seconded by Trustee Porcellini that the minutes of the Regular Board meeting of February 13, 2007 be adopted as distributed. Carried.**

b. Items From In-Camera Meeting of February 27, 2007

Vice-Chair Courtney reported the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board meeting on February 27, 2007 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. Trustees Courtney and Soulliere declared a conflict of interest during the February 27, 2007 In-Camera Session and excused themselves from the relevant discussion item.

**Moved by Trustee DiMenna and seconded by Trustee Janisse that the recommendations and directions of the Committee of the Whole Board at its In-Camera meeting of February 27, 2007 be approved. Carried.**

10. Communications

a. External (Associations, OCSTA, Ministry)

- i) Ontario Catholic Schools Trustees' Association – Nomination Form for OCSTA Regional Directors

**Moved by Trustee Keane and seconded by Trustee Janisse that the Board receive as information. Carried.**

**Moved by Trustee Keane and seconded by Trustee Porcellini that the Board nominate Trustee Janisse for the position of Director of the Ontario Catholic Schools Trustees' Association for the period April 2007 to April 2009. Withdrawn.**

The motion was withdrawn because Trustee Janisse indicated he cannot accept the nomination due to personal commitments. The matter will be forwarded to the March 27 meeting for further consideration.

b. Internal (Reports from Administration)

- i) Report: Administrative Staff Report

**Moved by Trustee Janisse and seconded by Trustee DiMenna that the Board receive the Administrative Staff Report on hiring, retirement and resignation of staff dated February 27, 2007 for information. Carried.**

- ii) Report: Ontario Psychological Association (OPA) Student Assessment Project

Dr. Picard, Head Psychologist and Jennifer Ellwood, Psychometrist were present to provide a general overview of the student assessment pilot project and to respond to trustee questions. The pilot process will enhance the board's current assessment practice by testing students coming into primary grades to identify children who are at risk or already behind and to immediately respond to instructional needs. Students who do not respond to initial intervention strategies will proceed on to the next phase of the board's current continuous assessment process.

**Moved by Trustee DiMenna and seconded by Trustee Courtney that the Board receive the report Ontario Psychological Association (OPA) Student Assessment Project as information. Carried.**

- iii) Report: Renewal of French as a Second Language (FSL): Funding for 2006 – 07, 2007 – 08 and 2008 -09

**Moved by Trustee Soulliere and seconded by Trustee Porcellini that the Board receive the report Renewal of French Second Language (FSL): Funding for 2006-07, 2007-08, and 2008-09 as information. Carried.**

- iv) Report: High School Council Meeting Notes of January 11, 2007

**Moved by Trustee DiMenna and seconded by Trustee Keane that the Board receive the report of the High School Council dated January 11, 2007, as information. Carried.**

## 11. Unfinished Business

- a. 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.”*

Trustee Porcellini commented that the intent of the motion is to bring practice in line with the current board policy that child care operators be incorporated non-profit organizations. Trustee Porcellini indicated that having considered the various stakeholder feedback that has been received since tabling the notice of motion, she believes the matter can be more effectively handled through a review process coordinated by the Child Care Committee and therefore she is *withdrawing the motion* at this time.

- b. Notice of Motion from February 13, 2007 – Trustee Porcellini: *“At the next regular meeting of the Board, I will move or cause to be moved, that the Policy A:21 be reviewed by the Child Care Committee established as per policy and report back to the Board in May 2007.”*

Trustee Porcellini prefaced her notice of motion and provided a brief overview of the proposed policy review process that will be coordinated by the Child Care Committee in accordance with board policy A:21 Child Care. The Committee is in process of recruiting principals, representatives of Facilities Services, and parents to participate in the Committee. The Committee will meet on March 21, April 18 and May 9 to review the policy and report its recommendations to the board on May 22.

**Moved by Trustee Porcellini and seconded by Trustee Janisse that the Policy A:21 be reviewed by the Child Care Committee established as per policy and report back to the Board in May 2007. Carried.**

## 12. New Business

- a. Field Trips
  - i) Assumption College Catholic High School – Chicago  
**Moved by Trustee Keane and seconded by Trustee Janisse that the Board approve the field trip for Assumption College Catholic High School to Chicago, Ill., from May 11 - 13, 2007. Carried.**
  - ii) Assumption College Catholic High School – Ottawa  
**Moved by Trustee Keane and seconded by Trustee Janisse that the Board approve the field trip for Assumption College Catholic High School to Ottawa, ON, from May 3 - 5, 2007. Carried.**
  - iii) Assumption College Catholic High School – Washington D. C.  
**Moved by Trustee Keane and seconded by Trustee Janisse that the Board approve the field trip for Assumption College Catholic High School to Washington, D.C. from April 19 - 22, 2007. Carried.**

- b. Election Recount – Outstanding Issue Referred from In-Camera Meeting of February 13, 2007

*NOTE: Trustee Keane previously disclosed interest in agenda item 12b Election Recount – Outstanding Issue Referred from In-Camera Meeting of February 13, 2007 since it concerns a request for payment of an expense incurred by him resulting from a board motion for an election recount and did not participate in the discussion or vote on any question raised on that item.*

Trustee Keane's written request addressed to the Chairperson for payment by the board of an invoice owing to Mr. Paul Mullins in the amount of \$2,915.00 for legal council expenses incurred as a result of the municipal election recount was considered.

**Moved by Trustee Alexander and seconded by Trustee DiMenna move that request to pay the invoice be denied.**

Discussion occurred as to whether the Board has an obligation to pay the expense since the election recount was initiated by Board motion, the interpretation the candidate election expenses under the *Municipal Elections Act* and possible legal ramifications for the Board if paying the expense is in violation of the *Municipal Elections Act*.

**Moved by Trustee Courtney and seconded by Trustee Janisse that the matter be deferred until a legal opinion is obtained on whether or not the Board is legally able to pay the expense. Defeated.**

Recorded Vote: In Favour – Trustees Courtney, Porcellini and Janisse. Opposed: Trustees Alexander, Soulliere, DiMenna and Macri.

Vote on the Original Motion: **Moved by Trustee Alexander and seconded by Trustee DiMenna move that request to pay the invoice be denied. Defeated.**

Recorded Vote: In Favour: Trustees Alexander, Soulliere, DiMenna. Opposed: Trustees Courtney, Porcellini and Janisse.

Further discussion ensued on the need for trustees to be informed and advised of its legislative duties and obligations concerning election recount expenses prior to final consideration for payment of this invoice by the Board.

**Moved by Trustee Janisse and seconded by Trustee Porcellini that the matter be deferred to the next meeting in order to obtain a legal opinion on the Board's ability to pay the expense. Carried.**

- c. Report: Recruitment and Hiring Process for Positions of Added Responsibility  
**Moved by Trustee Janisse and seconded by Trustee Soulliere that the Board approve the recruitment and hiring process as outlined for positions of added responsibility. Carried.**
- d. Report: Recruitment Process for Superintendent of Business

Director Berthiaume provided an overview of the proposed recruitment process for the Superintendent of Business and identified a couple of amendments to the proposed posting.

**Moved by Trustee Courtney and seconded by Trustee Porcellini that the Board approve the recruitment process as outlined for the Superintendent of Business position. Carried.**

- e. Report: Appointments to Special Education Advisory Committee  
**Moved by Trustee DiMenna and seconded by Trustee Soulliere that the Board approve the following member and alternate member to the Special Education Advisory Committee (SEAC) for the four year term, December 1, 2006 to November 30, 2010. Carried.**

<b>ASSOCIATION</b>	<b>MEMBER</b>	<b>ALTERNATE</b>
<b>Integration Action for Inclusion</b>	<b>Anne Marie Drkulec</b>	<b>Michelle Friesen</b>

- f. Report: Board Policy Amendments – Student Trustees – Ontario Regulation 7/07

Superintendent Staudt reported that, on June 1, 2006, Bill 78, the *Education Statute Law Amendment Act* (Student Performance), 2006, amended the *Education Act* to provide a number of new laws in relation to student trustees. On October 24, 2006 the Board passed a motion to defer the selection of the 2006-2007 Student Trustee Designate pending release of the regulation surrounding the election of student trustees. On January 15, 2007, the government filed Regulation 7/07 – Student Trustees that contains provisions in three major areas: honoraria for student trustees, matters relating to the election of student trustees, and attendance at in camera meetings. The new regulation also provides that boards must develop policy addressing the issues by March 31, 2007. Student Trustee Willson reported that members of the Student Senate recently met to review the requirements of the new regulation and to discuss options for the election of student trustees for the 2007 – 2008 school year. Following this year’s student trustee elections, the Student Senate will review and discuss the election process with the intention of evaluating its efficiency and to determine if further policy amendments are required.

**Moved by Trustee DiMenna and seconded by Trustee Soulliere that the Board approve the amended policy T:01 Student Trustee to comply with Ontario Regulation 7/07 – Student Trustee, proclaimed January 15, 2007. Carried.**

13. Committee Reports

- a. Verbal Report: Child Care Committee Report on February 13, 2007 Discussion

Trustee Porcellini reported that the Child Care Committee, whose members currently consist of Trustees Porcellini and Soulliere recently met with Superintendent Geml and Supervisor O’Hagan-Wong. The Committee is in process of recruiting principals, representatives of Facilities Services, and parents to participate in the Committee. The Committee will meet on March 21, April 18 and May 9 to review the Board’s Child Care policy and to report its recommendations to the board on May 22.

14. Notice of Motion – None.

15. Remarks and Announcements

- a. Chairperson Macri indicated he had no remarks this evening.
- b. Director of Education reported on a meeting with the Minister of Education on February 26, and provided a brief update on the 2007-2008 budget process.

c. Board Chaplain Rev. Brunet indicated he had no remarks this evening.

16. Remarks/Questions by Trustees

- Trustee Porcellini congratulated the organizing team and the Culinary Guild of Windsor for the success of the Jumpstart Gala fundraiser. Trustee Porcellini congratulated Mike McKittrick, Physical Education Department Head at Catholic Central High School, on receiving the Ontario Federation of School Athletic Association's Leadership and Coaching Excellence Award and congratulated Catholic Central High School upon winning the city basketball championship.
- Trustee Keane reported that the school safety patrollers will be attending the 2007 School Safety Patroller Ottawa Jamboree on May 24 – 26, 2007 along with representatives of the Windsor and LaSalle Police Services. Trustee Keane advised that St. Francis Elementary School has been given the distinction of being the number one house league program in Ontario. Trustee Keane congratulated those involved in the class act retirement celebration for Janet Ouellette. Trustee Keane congratulated Denise Hebert, department head of physical education at Assumption College upon being chosen as a coach at the 2007 Pan Am Games. Trustee Keane congratulated St. James for their successful pasta night and commented on the upcoming 50 year anniversary celebration. Trustee Keane thanked Dr. Erin Picard for speaking at a recently High School Council meeting. Trustee Keane congratulated Barry Elliot on his upcoming retirement and thanked him for his undying service to both the board and to catholic education in Windsor and Essex County. Trustee Keane commented that Assumption College is hosting a Town Hall Meeting on March 3 to provide a community forum to answer any questions the community may have with regard to a second international crossing, superhighway or other traffic issues in the area of the school. Trustee Keane congratulated Assumption College for the tremendous assembly today where several outstanding students were recognized.
- Trustee Alexander commented on a statement that appeared in a local media article regarding the physical condition of St. Bernard School in Windsor. The media comment raised concern within the school community that the “prohibitive to repair” status for the school is no longer a priority for the school community. Trustee Alexander reported that he spoke with the School Council Chair who assured him this was not the case and that the school community remains very concerned about the physical condition of the school and is anxious to know the status of the prohibitive to repair designation. Director Berthiaume confirmed that the “prohibitive to repair” designation for St. Bernard school remains the Board’s number one priority and indicated a status report will come to the Board on March 27 and Mr. Marchini will contact Trustee Alexander next week to give him a verbal report on the status of the updated Facility Audit and the status of the business case that is required by the Ministry.
- Trustee Soulliere reported that the Audit Committee meeting has been rescheduled from March 19 to March 20. Agenda items will include the 2<sup>nd</sup> quarterly 2007 budget report, updates on outstanding committee items and an annual review of policy and procedures pertaining to trustee expenses. Trustee Soulliere expressed her appreciation to trustees for their warm welcome to the delegation from Our Lady of Annunciation Catholic Elementary School.
- Trustee DiMenna commented on her attendance at a Great Start Breakfast event at Cardinal Carter Catholic Secondary School where grade 9 students who achieved 75% or higher academically were recognized and thanked the staff and principal for organizing the event.



Trustee DiMenna congratulated the staff and students of Queen of Peace and Immaculate Conception elementary schools for receiving the honour of the 2007 Windsor Roseland Peace Award.

- Student Trustee Willson commented on his attendance at the Ontario Student Trustee Association (OSTA-AECO) English Catholic Board Council Conference that was recently held in Ottawa.

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)*

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, March 13, 2007~~ (CANCELLED 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 February 27, 2007 adjourned at 10:25 p.m.

*Approved.*

**John Macri**  
*Board Chairperson*

**Joseph Berthiaume**  
*Director of Education & Secretary-Treasurer*