



1325 California Avenue
Windsor, ON N9H 2P1
CHAIRPERSON: John Macri
DIRECTOR OF EDUCATION: Joseph Berthiaume

REGULAR BOARD MEETING
Tuesday, May 8, 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 (<i>Electronically</i>)
M. DiMenna	S. Porcellini
B. Holland	L. Soulliere
C. Janisse	
L. Willson, Student Trustee	

Regrets:

Rev. L. Brunet, Board Chaplain

Administration:

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

Others:

2007 – 2008 Student Trustees Bradley and Resendes

Recorder:

D. Steffens

1. Call To Order – Vice-Chair Courtney assumed the Chair and called the meeting to order at 7:26 p.m.
2. Opening Prayer – The meeting opened with a prayer.
3. Recording of Attendance – All trustees present. Trustee Macri participated electronically and Vice-Chair Courtney assumed the position of Chair for the meeting. Fr. Brunet sent regrets.
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 Board Policy Amendments - Policy T:02 Conventions, Meetings and Out-of-Pocket Expenses*

- Addition: Item 12e Tender – “Roofing Cardinal Carter Catholic High School”

Moved by Trustee DiMenna and seconded by Trustee Janisse that the May 8, 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. – None.

7. Presentations

- a. Introduction of the 2007 – 2008 Student Trustees - Student Trustee Luke Willson introduced the incoming 2007 – 2008 Student Trustees Chynna Resendes, who is a student at St. Thomas of Villanova Catholic High School and Nerissa Bradley who is a student at Holy Names Catholic High School.

8. Delegations

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

- b. Delegations Regarding Items On the Agenda

- i. Addition: 8b(i) Delegations Regarding Items On the Agenda – Ratepayer Richard Kniaziew was present to speak on agenda item *12b Board Policy Amendments - Policy T:02 Conventions, Meetings and Out-of-Pocket Expenses*. Mr. Kniaziew encouraged the Board to carefully consider the policy governing trustee discretionary expenses, particularly with regard to the practice of reimbursement of lost wages, and requested that the trustees ensure tax payer dollars be used prudently.

9. Action Items

- a. Approval of Minutes

- i) Minutes of In-Camera Meeting, April 24, 2007

Moved by Trustee DiMenna and seconded by Trustee Soulliere that the minutes of the Committee of the Whole Board In-Camera meeting of April 24, 2007 be adopted as distributed. Carried.

- ii) Minutes of Regular Meeting, April 24, 2007

Moved by Trustee Holland and seconded by Trustee DiMenna that the minutes of the Regular Board meeting of April 24, 2007 be adopted as distributed. Carried.

- b. Items From In-Camera Meetings of May 8, 2007

Trustee DiMenna reported that the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board meeting on May 8, 2007 pursuant to the Education Act -

Section 207, to 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 DiMenna and seconded by Trustee Soulliere that the recommendations and directions of the Committee of the Whole Board at its In-Camera meeting of May 8, 2007 be approved. Carried.

Trustee DiMenna made the following announcements:

- Approval was received for new supervisor organization structure to support implementation of curriculum that will consist of two supervisors rather than three. The recruitment for the term positions of (Acting) Supervisor, Curriculum and Supervisor, Faith Development will proceed immediately.
- A Special Public Board Meeting will be held on Saturday, May 12 at approx 10:30 a.m.

10. Communications

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

b. Internal (Reports from Administration)

i) Report: Administrative Staff Report

Moved by Trustee Soulliere and seconded by Trustee DiMenna that the Board receive the Administrative Staff Report on hiring, retirement and resignation of staff dated May 8, 2007 for information. Carried.

ii) Report: Appointment of Student Trustees for the 2007 – 2008 School Year

Superintendent Staudt presented a report which indicated that the 2007 – 2008 Student Trustees will serve a one-year term from August 1, 2007 to July 31, 2008, and for the remainder of the present school year, will serve as “Student Trustee Designates” attending only Board Meetings that are open to the public. The current Student Trustee will act as a mentor during this time and assist them in preparing to assume their role as the next Student Trustees.

Moved by Trustee Holland and seconded by Trustee Soulliere that the Board receive the appointment of Nerissa Bradley of Holy Names Catholic High School and Chynna Resendes of St. Thomas of Villanova Catholic High School as Student Trustees for the 2007 – 2008 school year as information. Carried.

iii) Report: Legal Services – January 2007

Moved by Trustee Alexander and seconded by Trustee DiMenna that the Board receive the report Legal Services – January 2007 as information. Carried.

iv) Report: Our Lady of the Annunciation Catholic Elementary School Facility Condition

Moved by Trustee Holland and seconded by Trustee Soulliere that the Board receive the Administrative Report on the planned process and timelines for addressing the facility condition of Our Lady of Annunciation Catholic Elementary School as information. Carried.

11. Unfinished Business

- a. Deferred Notice of Motion (*deferred from April 10 and 24, 2007*): Trustee Soulliere - “*At the next regular scheduled meeting of the Board, I will move or cause to be moved, that the comprehensive facility review be completed for Our Lady of the Annunciation Catholic Elementary School.*”

Trustee Soulliere indicated that given the report received under item 10 b(iv), she is confident that the process will proceed as necessary and withdrew the notice of motion.

12. New Business

- a. Field Trips: F. J. Brennan Catholic High School – Cedar Point
Moved by Trustee DiMenna and seconded by Trustee Keane that the Board approve the field trip for F. J. Brennan High School to Cedar Point, Ohio, on May 17, 2007. Carried.

- b. Report: Board Policy Amendments

- i) Policy T:02 Conventions, Meetings and Out-of-Pocket Expenses (Final Approval)

At its meeting of April 24, 2007, the Board approved, in principle, amendments to (Trustee) Policy T:02 Conventions, Meetings, Out of Pocket Expenses. Colleen Norris, Coordinator of Policy Development reported there were no suggested amendments made at the time and no further stakeholder feedback had been received with respect to the Policy since its approval in principle on April 24, 2007. A brief discussion occurred regarding the practice of reimbursement of lost wages that was approved by Board motion at the April 24 meeting. Ms. Norris reported that, as directed by the Board at the April 24 meeting, a policy and procedure is forthcoming to address reimbursement of lost wages in terms of reporting requirements such as T4's, CPP, and other deductions. Trustee expense forms are being reviewed to ensure compliance with the new policy.

Moved by Trustee Porcellini and seconded by Trustee Janisse that the Board provide final approval of the amendments to (Trustee) Policy T:02 Conventions, Meetings, Out of Pocket Expenses. Carried.

- c. Report: Board By-Law Amendments – 3.10 Student Trustees

Director Berthiaume reported that, on April 19, the Minister of Education released guidelines with respect to the new role of student trustees that address meeting attendance and conflict of interest. The Board Procedural By-Laws were reviewed and amended to ensure compliance.

Moved by Trustee Holland and seconded by Trustee DiMenna that the Board adopt the proposed amendment to Board By-Law 3.10 relating to student trustees as follows:

A STUDENT TRUSTEE shall have all the rights, but only the rights with respect to attendance at and participation in meetings of the Board or Committees of the Board as are mandated by the Education Act or the regulations, as amended from time to time, Guidelines established by the Minister of Education under the

authority of paragraph 8(1)3.5 of the Act, and the limitations and obligations set out in legislation or Ministerial guidelines. Carried.

d. Report: Cardinal Carter Catholic High School Emergency Roof Replacement

Superintendent Iatonna reported that, on April 16, 2007, a portion of the roof at Cardinal Carter High School was significantly damaged during a period of extremely high winds. A temporary repair was made, but an immediate replacement of the roof section is imperative. Given the urgency of the roof replacement, administration has examined means to fund the work. The recommendation is to allocate funding from the three (3) sources as follows: \$200,000 from the allotment previously approved in the 2006 – 2007 budget, transferring budget dollars from the heating system upgrade at St. Michael’s (Victoria) estimated at \$200,000 which will be deferred, and \$100,000 from the Board’s Good Places to Learn – Stage 2 (GPL2) Grant.

Moved by Trustee DiMenna and seconded by Trustee Soulliere that the Board approve the emergency replacement of a damaged portion of the roof at Cardinal Carter High School, said replacement to be undertaken pursuant to the formal tender process;

and, that the work be funded through an allocation of \$200,000 from the approved budget for Cardinal Carter roof replacement Good Places to Learn – Stage 2 (GPL2), \$200,000 from the deferral of the approved St. Michael’s (Victoria) heating system upgrade (GPL2) and an allocation of \$100,000 from the \$270,305 remaining out of the additional GPL2 funding confirmed by the Ministry of Education on February 12, 2007. Carried.

e. Walk-On: Report: Tender – “Roofing Cardinal Carter Catholic High School”

Moved by Trustee Soulliere and seconded by Trustee Janisse that the Board approve the tender bid from Horizon Roofing in the amount of \$490,430.20, for roofing at Cardinal Carter Catholic High School, and that a purchase order contract be issued upon Board approval. Carried.

13. Committee Reports

a. Report: Special Education Advisory Committee Meeting of March 29, 2007

Moved by Trustee Alexander and seconded by Trustee Soulliere that the Board receive the Minutes of the March 29, 2007 Special Education Advisory Committee meeting as information. Carried.

14. Notice of Motion – None.

15. Remarks and Announcements

a. Chairperson – Vice-Chair Courtney commented on the advantages of democratic process of school boards whereby everyone has the opportunity to speak and provide their opinions.

b. Director of Education Berthiaume congratulated the graduates of the Support Staff Leadership Program and the Teacher Leadership Program. Director Berthiaume commended the system on the success of the Education Week celebrations that were held in each school community. Director Berthiaume asked that a report concerning a Temporary Borrowing Resolution be placed on the Special Board meeting of Saturday, May 12.

c. Board Chaplain Fr. Brunet – Sent regrets this evening.

16. Remarks/Questions by Trustees

- Trustee Porcellini congratulated Catholic Central's School Council on the success of their recent fundraising yard sale and encouraged fellow trustees to attend the Catholic Central Bursary Dinner and Silent Auction on May 17. Trustee Porcellini congratulated the administration team responsible for organizing and planning the Student Success mall display for Education Week. Trustee Porcellini thanked the staff and students of St. Michael's High School for organizing the school fundraising dinner. Trustee Porcellini reported that the Child Care Advisory Committee will report their activities and discussions on the Child Care policy at the next Board meeting.
- Trustee Janisse thanked all those involved with organizing and planning the Spring Muskoka Leadership Experience program that his son recently attended. Trustee Janisse invited fellow trustees to attend the St. Anne High School 60th Anniversary Celebration and Closing Ceremony of the Tecumseh site on June 2.
- Trustee Keane congratulated teacher Diane Nehmetallah and the culinary art students of Assumption College Catholic High School upon placing second at the 21st Annual Big Brothers Big Sisters Battle of the Hors D'Oeuvres fund raising event. Trustee Keane congratulated all the graduates of the Support Staff Leadership Program and thanked Paulette Littlejohns and the Leadership Committee for their work in organizing the graduation celebration last Tuesday. Trustee Keane invited fellow trustees to attend the St. James Catholic Elementary School 50th Anniversary Celebration in June. Trustee Keane briefly commented on his attendance at the recent Ontario Catholic Schools Trustees' Association (OCSTA) Finance Seminar and AGM.
- Trustee Alexander congratulated Superintendent Staudt and the Student Success team for the outstanding information display at Devonshire Mall. Trustee Alexander inquired into the status of the prohibitive to repair application for St. Bernard (Windsor). Superintendent Iatonna indicated that the Ministry is expecting to make an announcement of the prohibitive to repair schools in June.
- Trustee Holland thanked Trustee Alexander for nominating her for the position of OCSTA Region Director and expressed appreciation to her fellow trustees for their support of her nomination. Trustee Holland informed trustees that Trustee Linda Ward from St. Clair Catholic District School Board was elected to the position. Trustee Holland commented on the new process for the selection of new Student Trustees and congratulated Student Trustee Willson and the Student Senate for their work in the development of the new election process.
- Student Trustee Willson congratulated Ms. Bradley and Ms. Resendes on their election as 2007 – 2008 Student Trustees and thanked members of administration for their assistance with the new election process. Student Trustee Willson reported that he will be attending the upcoming Ontario Student Trustees' Association AGM in May.
- 2007 – 2008 Student Trustees Bradley and Resendes expressed their appreciation for the opportunity to serve students in their new role.

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, May 22, 2007
 - Tuesday, June 12, 2007
 - Monday, June 25, 2007
20. Closing Prayer – The meeting closed the meeting with a prayer.
21. Adjournment – There being no further business, the Regular Board meeting of May 8, 2007 adjourned at 8:28 p.m.

Approved.

Joan Courtney
Board Vice-Chair

Joseph Berthiaume
Director of Education & Secretary-Treasurer