



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

REGULAR BOARD MEETING
Tuesday, May 22, 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
B. Holland	L. Soulliere
C. Janisse	
Rev. L. Brunet, Board Chaplain	
L. Willson, Student Trustee	

Administration:

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

Others:

2007 – 2008 Student Trustee Bradley

Recorder:

D. Steffens

1. Call To Order – Chair Macri called the meeting to order at 7:25 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:

- Addition: 8b(ii) Delegations Regarding Items On the Agenda: Core City Hoops . re: Agenda Item 12b(i) Board Policy Amendments: Community Use of Schools

- WALK-ON: 10b(vii) Verbal Report: St. Bernard Catholic Elementary School – Prohibitive to Repair Application Status
- WALK-ON: 12a Field Trip – St. Angela Catholic Elementary School – Camp Cedarwin

Moved by Trustee Holland and seconded by Trustee DiMenna that the May 22, 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 Courtney disclosed interest in relation to agenda item 12c(i) *Board Policy Amendments A:03 Community Use of Schools* due to her employment and did not participate in the discussion or vote on any question raised on that item.
7. Presentations – None.
8. Delegations
 - a. Delegation Regarding Items Not on the Agenda – None.
 - b. Delegations Regarding Items On the Agenda
 - i. Autism Services Inc. Windsor and Essex re: Agenda Item 12b(i) Board Policy Amendments: Community Use of Schools - Brian Schentag, Director of Autism Services Inc., was present along with parents who access the summer camp program, and a special education teacher to provide an overview of the agency’s services and to comment on the benefits of offering the summer programs to autistic children within a normal school environment. The delegation encouraged the board to consider the continuance of community access to schools at an affordable cost during the summer months. Members of the delegation responded to specific trustee questions on the agency’s services to the community and provided clarification on their non-profit status, fee structure and other funding sources available to the agency and families.
 - ii. Core City Hoops re: Agenda Item 12b(i) Board Policy Amendments: Community Use of Schools– Pete Cusumano, Director of Camps and Brian Fortune, V.P./Director of Coaching were present to provide an overview of the community services offered by Core City Hoops and encouraged trustees to continue offering weekend and summer use of gymnasium facilities by community sports clubs who provide children with an affordable opportunity to play ball within a club. Members of the delegation responded to specific trustee questions on the services provided to the children within the core city community, provided clarification on their vices provided to the community, provided clarification on their non-profit status, fee structures and their partnerships with the school for leadership experiences.

Moved by Trustee Holland and seconded by Trustee Soulliere that the Board hear a delegation from Phil Haddad of Riverside Sports re: Board Policy Amendments: Community Use of Schools. Carried.

- iii. WALK-ON: Delegation: Riverside Sports re: Agenda Item 12b(i) Board Policy Amendments: Community Use of Schools - Phil Haddad, Chairman of the Board for Riverside Sports, was present to provide an overview of the Riverside basketball, volleyball and badminton programs as well as summer camps offered by the community organization and encouraged trustees to continue to offer weekend, holiday and school break use of school facilities. The delegation responded to specific trustee questions about the services provided to the community, provided clarification on the organization's non-profit status, various fee structures and school partnerships with respect to student leadership experiences and identified the organization's various donations to schools of sporting equipment or monetary donations to purchase equipment.

9. Action Items

a. Approval of Minutes

- i) Minutes of In-Camera Meeting, May 8, 2007
Moved by Trustee DiMenna and seconded by Trustee Holland that the minutes of the Committee of the Whole Board In-Camera meeting of May 8, 2007 be adopted as distributed. Carried.
- ii) Minutes of Special In-Camera Meeting, May 12, 2007
Moved by Trustee Courtney and seconded by Trustee Soulliere that the minutes of the Committee of the Whole Board Special In-Camera meeting of May 12, 2007 be adopted as distributed. Carried.
- iii) Minutes of Regular Meeting, May 8, 2007
Moved by Trustee Janisse and seconded by Trustee Soulliere that the minutes of the Regular Board meeting of May 8, 2007 be adopted as distributed. Carried.
- iv) Minutes of Special Meeting, May 12, 2007
Moved by Trustee DiMenna and seconded by Trustee Janisse that the minutes of the Special Board meeting of May 12, 2007 be adopted as distributed. Carried.

b. Items From In-Camera Meeting of May 22, 2007

Vice-Chair Courtney reported that the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board meeting on May 22, 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. Trustee Courtney declared a conflict of interest during the May 22, 2007 In-Camera Session and excused herself from the relevant discussion item.

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 22, 2007 be approved. Carried.

Vice Chair Courtney made the following announcements:

- The appointment of Sharon O'Hagan-Wong, as **Acting** Supervisor, Curriculum – Elementary/Secondary & Child Care, effective May 23, 2007, for a two year term with an

option to renew for an additional two years.

- The appointment of **Randy Sasso** as Supervisor, Faith Development – Catholic Character Development, and Programming to Support Positive Student Behaviour, effective May 23, 2007, for a two year term with an option to renew for an additional two years.
- The removal of Acting designation to the appointment of **Jamie Bumbacco**, as Supervisor – Human Resources Academic, effective May 23, 2007, for a two year term with an option to renew for an additional two years.
- Elementary Principal/Vice-Principal Transfers and Placements
 - **Carol Séguin**: from Principal St. Anne (French Immersion) to Principal Christ the King
 - **Tony Corona**: from *Acting* Principal Notre Dame to Vice-Principal Holy Cross
 - **J. P. Beauregard**: from Principal St. John to Principal Holy Name
 - **Michelle Mailloux**: from Vice-Principal St. John the Baptist to Vice-Principal Holy Name
 - **Carl Bull**: from Vice-Principal Queen of Peace to Vice-Principal Immaculate Conception
 - **Steve Bellaire**: from Principal St. Peter to Principal H. J. Lassaline
 - **David Lozinsky**: from Principal Holy Name to Principal Notre Dame
 - **Carmela Casalena**: from full-time Vice-Principal at Holy Name to half-time Vice-Principal at Notre Dame and half-time Vice-Principal at St. Christopher
 - **Susanna DiMeo-Easby**: from full-time Vice-Principal at St. Gabriel to half-time Vice-Principal at St. Gabriel and half-time Vice-Principal at Our Lady of Mount Carmel
 - **Bridget Russo**: from Vice-Principal at Our Lady of Mount Carmel to Vice-Principal at Our Lady of Perpetual Help
 - **Brenda Stanley-Dauphin**: from full-time Vice-Principal at St. Peter to half-time Vice-Principal at Queen of Peace and half-time Vice-Principal at St. Louis
 - **Joe Iacono**: from Principal St. Bernard (Amherstburg) to Principal Stella Maris
 - **Liz Pagliaroli**: from Principal St. Joseph to Principal St. Anne French Immersion
 - **Rita Raniwsky**: from Vice-Principal St. Pius X to Principal St. Bernard (Amherstburg)
 - **Doris Baggio**: from Principal H. J. Lassaline to Principal St. Christopher
 - **Dan Laporte**: from *Acting* Principal St. Francis to Principal St. Francis
 - **Ardra Kepran**: from Principal St. Louis to Principal St. Gregory
 - **Cathy Nelson**: from Vice-Principal Holy Cross to Principal St. John
 - **Louise St. Pierre**: from Acting Principal St. John the Evangelist to Principal St. John the Evangelist
 - **Brian Marenchin**: from Vice-Principal Immaculate Conception to Vice-Principal St. John the Baptist
 - **Elise Daragon**: from Literacy/Numeracy Consultant to half-time Vice-Principal at St. John Vianney and half-time Vice-Principal St. Peter
 - **Kevin Bellaire**: from Principal Christ the King to Principal St. Joseph
 - **Mike Pannunzio**: from Principal St. Mary to Principal St. Louis
 - **Joe Bachetti**: from Vice-Principal Our Lady of Perpetual Help to *Acting* Principal St. Mary
 - **Velma Cocchetto-Picco**: from Principal Stella Maris to Principal St. Peter

- **Pat Murray:** from Principal St. William to Principal St. Pius X
- **Donna Savage:** from Vice-Principal St. John Vianney to Vice-Principal St. Pius X
- **Emelda Byrne:** from Principal St. Pius X to Principal St. William

- Secondary Principal/Vice-Principal Transfers and Placements
 - **John Ulicny** from Vice-Principal St. Thomas of Villanova to Vice-Principal F. J. Brennan
 - **Lou Conte** from Vice-Principal F. J. Brennan to Vice-Principal St. Thomas of Villanova

- The appointment of the following department heads, effective September 4, 2007:
 - **Frank Torti** as Business – Co-op Department Head at Assumption College Catholic High School
 - **Pam Chapman** as Business – Co-op Department Head at Cardinal Carter Catholic Secondary School
 - **Paul Boots** as Business – Co-op Department Head at St. Joseph’s Catholic High School
 - **Luigi Baggio** as Business – Co-op Department Head at St. Thomas of Villanova Catholic Secondary School
 - **Lydia D’Angelo** as Social Sciences Department Head at F. J. Brennan Catholic High School
 - **Gino Naccarato** as Social Sciences Department Head at Catholic Central High School
 - **John Chittaro** as Social Sciences Department Head at Holy Names Catholic High School
 - **Dino Spadafora** as Social Sciences Department Head at St. Anne Catholic Secondary School
 - **Michael Plante** as Special Education Department Head at F. J. Brennan Catholic High School

- The extension of the appointments of the **Filomena Greco, Tony Gebrail** and **Ellen Sebben-Cerchie** as Special Education Coordinators for an additional three years with an option for renewal.

- The extension of the appointment of **Heather Pelisek** as Program Planner for an additional one year with an option for renewal.

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 Soulliere that the Board receive the Administrative Staff Report on hiring, retirement and resignation of staff dated May 22, 2007 for information. Carried.

- ii) Report: Year-End Report on Ministry Initiatives Under the Ontario Focused Intervention Partnership (OFIP), the Council of Ontario Directors of Education (CODE) and OFIP Tutors

Kelly Power, Assessment & Evaluation Coordinator and Suzanne Garneau, Special Assignment Teacher, provided an overview of the projects implemented with funding under the Ontario Focused Intervention Partnership (OFIP) which has been made available to implement “focused intervention” strategies in specific schools requiring improvement in student learning and achievement. The Council of Ontario Directors of Education (CODE) also provided funding to school boards to deepen their focus on Phase 1 (2005 – 2006 school year) of the project involving Special Education and differentiating instruction in our classrooms. In addition to the primary OFIP funding, the ministry provided further monies to be devoted to additional time and appropriate support for literacy and numeracy skills in our current OFIP schools under the title of the OFIP Tutors. The total funding received to be spent in the 2006 – 2007 school year was \$628,656.

Moved by Trustee DiMenna and seconded by Trustee Porcellini that the Board receive the Year-End Report on Ministry Initiatives Under the Ontario Focused Intervention Partnership (OFIP), the Council of Ontario Directors of Education (CODE) and OFIP Tutors report as information. Carried.

- iii) Report: 2007 – 2008 Budget Schedule

Superintendent Iatonna provided a brief overview of the Board’s 2007/2008 budget process and reported that the final budget is expected to be approved by the Board at the June 25 meeting following a period of trustee input and community feedback.

Moved by Trustee Porcellini and seconded by Trustee Keane that the Board receive as information the report on the 2007/2008 budget schedule. Carried.

- iv) Verbal Report: Primary Class Size Accommodation Plan for September 2007

Paul Picard, Senior Manager – Facilities Services provided a brief verbal reported on the Primary Class Size Accommodation Plan that will require a portable to be places at each of the following schools: Our Lady of Annunciation, St. Gregory, St. Christopher and St. Maria Goretti elementary schools. Additional information will follow regarding accommodation plans for St. Anne French Immersion Elementary School.

Moved by Trustee Alexander and seconded by Trustee Courtney that the verbal report on the Primary Class Size Accommodation Plan for September 2007 be received as information. Carried.

- v) Report: Community Use of Schools – Financial Information

Superintendent Iatonna provided a report that outlined financial information related to the implementation of Community Use of Schools (CUS). The board receives a grant of \$232,561 from the Ministry to offset costs to the board to implement Community Use of Schools. The actual net cost to the Board when considering both eligible and ineligible expenditures is \$253,957. Given the Board’s current budget circumstances, the continued

cost to the Board for Community Use of Schools is not sustainable without ongoing reductions in other service areas. From a financial perspective, the Board is unable to sustain its current practices with respect to CUS without negatively impacting on other Board programs.

Moved by Trustee Holland and seconded by Trustee Soulliere that the Board receive the administrative report on Community Use of Schools – Financial Information as information. Carried.

- vi) Report: Administrative Procedure Amendment - T:02 Conventions, Meetings, Out of Pocket Expenses – Following direction from the Ministry, an amended board policy was presented regarding the issue of trustee reimbursement for wage loss.

Moved by Trustee Holland and seconded by Trustee Soulliere that the Board receive as information Administrative Procedure T: 02 Conventions, Meetings, Out of Pocket Expenses, as amended. Carried. Recorded Vote: In Favour: Trustees Alexander, Soulliere, Holland, DiMenna, Courtney, Porcellini, Janisse and Keane.

- vii) WALK-ON: Verbal Report: St. Bernard Catholic Elementary School – Prohibitive to Repair Application Status

Superintendent Iatonna reported that, on May 18, the Ministry confirmed the board has been invited to submit additional data for prohibitive to repair (PTR) project for St. Bernard school. A deadline of May 25 has been set to provide the information through the Prohibitive to Repair template on the Ministry's website. This is expected to be the final step in the process before the Ministry announces the selected PTR candidates in June.

Moved by Trustee Alexander and seconded by Trustee Janisse that the verbal report pertaining to the St. Bernard Catholic Elementary School – Prohibitive to Repair Application Status be received as information. Carried.

11. Unfinished Business – None.

12. New Business

- a. Field Trips: WALK-ON: St. Angela Catholic Elementary School – Camp Cedarwin

Moved by Trustee DiMenna and seconded by Trustee Porcellini that the St. Angela Catholic Elementary School field trip to Camp Cedarwin, Kingsville, for June 13 to 15, 2007 be approved. Carried.

- b. Report: Basilian Fathers' Commemorative Sculpture - Rosemary Limarzi, Communications Coordinator, reported that on June 26, 2006, the Board approved in principle, the creation of a commemorative Basilian Fathers Sculpture to recognize the contribution the priests made to education in Windsor and Essex County. The commissioning of a sculpture, to be erected in the yard adjacent to the pedestrian walkway, was undertaken by Elaine Carr with the projected cost of \$40,000. The Basilian Fathers have been consulted and agreed to a disbursement of \$20,000 from their transferred funds to supplement the Board's contribution of \$20,000. Elaine Carr was also in attendance to present the model of the sculpture and describe the significance of the design features.

Moved by Trustee Holland and seconded by Trustee Porcellini that the Board provide final approval to the 2006-2007 budget expenditure of \$20,000 for a commemorative sculpture to be erected on the lawn near the chapel at 1100 Huron Church Road, with the additional costs to be paid by the funds transferred from the Basilian Fathers to Assumption College Catholic High School. Carried.

c. Report: Board Policy Amendments

i) Board Policy A:03 Community Use of Schools (For Approval in Principle)

Superintendent Iatonna presented the proposed amendments to Board Policy A:03 Community Use of Schools which, after approval is received in principle, will be brought back to trustees for final approval at the June 12 board meeting.

Moved by Trustee Alexander and seconded by Trustee Holland that the Board approve in principle the amendments to (Administration) Policy A:03 Community Use of Schools.

AMENDED MOTION: Moved by Trustee Alexander and seconded by Trustee Holland that the Board approve in principle the amendments to (Administration) Policy A:03 Community Use of Schools to commence on September 1, 2007.

Discussion occurred on the specific requests brought forward by the delegations with respect to the implementation of their summer programs. Lengthy discussion occurred on specific policy clauses regarding intent, general language as it relates user friendliness, current community use practices, the rental season, simplification of forms, equity in access for community use and the general philosophy of implementing community use on a cost recovery basis rather than a subsidy basis at a cost to education funding. It was noted that clause 3.5 is redundant as the issue is addressed under 3.1.

Moved by Trustee Porcellini that given Trustee Soulliere's concerns and that community groups want to participate in development of policy, the item be deferred until these discussions can occur. No seconder.

Director Berthiaume requested permission to meet with summer use applicants in order to negotiate a fee for 2007 summer use that would be brought back to the Board so that organizations that offer summer programs can proceed expeditiously without a financial burden to the Board. Additional information on joint use agreements currently in place and a fee structure will be provided at the next meeting.

Moved by Trustee Janisse and seconded by Trustee Porcellini that the report pertaining to amendments to Board Policy A:03 Community Use of Schools be deferred for two weeks to allow administration to come back with a commentary to address the issues that have been raised. Carried.

ii) Draft Administrative Procedure A:03 Community Use of Schools (For Receipt)
Moved by Trustee Holland and seconded by Trustee DiMenna that the Draft Administrative Procedure A:03 Community Use of Schools be deferred for two weeks. Carried.

- d. Report: Board Policy Amendments
 - i) Board Policy ST:11 Medication Administration at School (For Approval in Principle)
Moved by Trustee Soulliere and seconded by Trustee Holland that the Board approve in principle the amendments to (Students) ST:11 Medication Administration At School (including Epi-Pen). Carried.

Trustee Janisse left the meeting at 10:30 p.m.

- ii) Board Policy ST:11(A) Anaphylaxis Policy (For Approval in Principle)
Moved by Trustee Soulliere and seconded by Trustee DiMenna that the Board approve in principle draft Policy ST:11A Anaphylaxis Policy. Carried.
- e. Report: Committee of the Whole Board In-Camera - Proposed Agenda Structure
Moved by Trustee Soulliere and seconded by Trustee DiMenna that the Board adopt the proposed amendments to the structure of the Committee of the Whole Board In-Camera Agenda, effective August 2007. Carried.
- f. Report: Appointment to Special Education Advisory Committee (SEAC)
Moved by Trustee Holland and seconded by Trustee DiMenna that the Board approve the appointment of Cas Graham-Stuart to the Special Education Advisory Committee representing Autism Ontario Windsor-Essex Chapter, replacing Bill Spadafora who will become the alternate member. Carried.

13. Committee Reports

- a. Report: Audit Committee Notes of April 24, 2007
Moved by Trustee Soulliere and seconded by Trustee DiMenna that the Board receive the Notes from the Audit Committee dated April 24, 2007 as information. Carried.
- b. Report: Child Care Advisory Committee Report
Moved by Trustee Porcellini and seconded by Trustee Holland that the Board receive the Child Care Advisory Committee Report as information. Carried.
- c. Report: High School Council Meeting Notes of April 12, 2007
Moved by Trustee Alexander and seconded by Trustee Keane that the Board receives the report of the High School Council dated April 12, 2007, as information. Carried.
- d. Verbal Report: Essex Civic Centre Committee Report of May 3, 2007

Superintendent Iatonna reported that this committee met on May 3, 2007 with board representatives to consider 2007 2008 budget. A recommendation to formally adopt the budget and make recommendations to the agreement which expired in 2001 will be brought to the Board at a later date.

Moved by Trustee Alexander and seconded by Trustee Soulliere that the Essex Civic Centre Committee Verbal Report of May 3, 2007 be received as information. Carried.

14. Notice of Motion – None.
15. Remarks and Announcements
 - a. Chairperson Macri – No comments this evening.
 - b. Director of Education Berthiaume congratulated four teachers who received awards from the Council for Exceptional Children for their “advocacy and ability to enhance the lives of students with special needs.” Director of Education Berthiaume congratulated Diane Bedard and Elaine Carr for their work in creating the ArtSpace addition to the website.
 - c. Board Chaplain Fr. Brunet - No comments this evening.
16. Remarks/Questions by Trustees
 - Trustee Porcellini congratulated Catholic Central staff, parents and students on the success of their recent sell out Bursary Fund Dinner and Silent Auction. Trustee Porcellini encouraged everyone to support the community rally at Ford Track regarding job loss in the community.
 - Trustee DiMenna congratulated staff and students of Queen of Peace on their recent production of Annie and reported that she attended the recent murder mystery fundraising dinner at Cardinal Carter.
 - Trustee Courtney inquired into the status of a report on the board’s music program and requested an update from Superintendent Iatonna on the status of plans for a much needed school in the community of LaSalle.
 - Student Trustee Willson reported that he will be attending the Ontario Student Trustee Association AGM this weekend in Toronto and indicated the next Student Senate meeting will take place early next week.
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)*

Moved by Trustee Courtney and seconded by Trustee Soulliere that the pending item deferred from the June 27, 2005 meeting be removed and placed into the new policy development process for follow-up. Carried.
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, 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 May 22, 2007 adjourned at 10:37 p.m.

Approved.

John Macri
Board Chairperson

Joseph Berthiaume
Director of Education & Secretary-Treasurer