



**REGULAR BOARD MEETING
Tuesday, March 4, 2008 at 7:00 p.m.
Windsor Essex Catholic Education Centre
John Paul II Boardroom**

MINUTES

PRESENT

Trustees:

F. Alexander	J. Macri, Chair
M. DiMenna	S. Porcellini
B. Holland	L. Soulliere
P. Keane	
N. Bradley, Student Trustee	
C. Resendes, Student Trustee	

Regrets:

Trustees J. Courtney and C. Janisse
Rev. L. Brunet, Board Chaplain

Administration:

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

Recorder:

D. Steffens

1. Call To Order- Chair Macri called the meeting to order at 7:20 p.m.
2. Opening Prayer - The meeting opened with the reading of intentions and a Lenten Reflection.
3. Recording of Attendance - Trustee Courtney sent regrets due to illness. Trustee Janisse sent regrets due to employment obligations. Fr. Brunet sent regrets due to a Parish commitment.
4. Approval of Agenda- Chair Macri noted that a revised report pertaining to agenda item 12a(i) *Field Trip: 2008 Spring Muskoka Woods Leadership Experience* was at trustee places.

Amendments:

- **DELETION:** Differentiated Instruction Presentation - Immaculate Conception Catholic Elementary School and Catholic Central High School Project has been postponed due to inclement weather conditions.

Moved by Trustee Keane and seconded by Trustee Holland that the March 4, 2008 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. Differentiated Instruction Presentation - Immaculate Conception Catholic Elementary School and Catholic Central High School Project - This presentation was cancelled due to inclement weather conditions.
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, February 12, 2008
Moved by Trustee Holland and seconded by Trustee Soulliere that the minutes of the Committee of the Whole Board In-Camera meeting of February 12, 2008 be adopted as distributed. *Carried.*
 - ii) Minutes of Regular Meeting, February 12, 2008
Moved by Trustee DiMenna and seconded by Trustee Alexander that the minutes of the Regular Board meeting of February 12, 2008 be adopted as distributed. *Carried.*
 - b. Items From In-Camera Meetings of February 12, 2008 and March 4, 2008

Trustee DiMenna reported that the Windsor-Essex Catholic District School Board re-convened a closed Committee of the Whole Board meeting on February 12, 2008 pursuant to the Education Act - Section 207, consider specific real property matters, labour relations matters, 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 regarding an item discussed during the February 12, 2008 reconvened In-Camera Session and was not present for that portion of the meeting. Trustee Porcellini declared a conflict of interest regarding item discussed during the February 12, 2008 reconvened In-Camera Session and excused herself from the relevant discussion item. The Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board meeting on March 4, 2008 pursuant to the Education Act - Section 207, consider specific personnel, pupil, real property matters, litigation matters 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 reconvened in-camera meeting of February 12, 2008 and at its in-camera meeting of March 4, 2008 be approved. Carried.

Trustee DiMenna reported from the reconvened meeting of February 12, 2008:

- the receipt of Pending Arbitration Summary Reports for information

From the meeting of March 4, 2008:

- the receipt of the Administrative Staff Report, dated March 4, 2008

10. Communications

a. External (Associations, OCSTA, Ministry) - Nil.

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 March 4, 2008 for information. Carried.

ii) Report: 2007 - 2008 Budget Status Report as of February 25, 2008

Trustees received a budget status report projecting a deficit at fiscal year-end. Major variances were reported in the area school operations and maintenance. A detailed review of this category is on-going in order to address the negative variance and the results will be provided in a future budget status report. Superintendent Iatonna clarified that the current projection indicates that the Board will have a deficit of \$470,000 at year-end.

Moved by Trustee Holland and seconded by Trustee Keane that the Board receive the 2007-08 Budget Status as of February 25, 2008 as information. Carried.

iii) Report: School Budgets

Trustees received a report that provided responses to questions that were posed at the January 15, 2008 meeting, where the board approved a 25% reduction in the 2007-2008 school budgets as part of the Board's Financial and Operational Plan. The School Budgets report also provided a summary of individual school budgets, including original budgeted amounts, revised amounts accounting for the 25% reduction, amounts spent to date and "rollover" surpluses from previous years. Additional information regarding school fundraising capacities, photocopy costs, and spending trends in relation to funding school trips or nutrition programs that are not funded through another means will be provided during the budget process.

Moved by Trustee Soulliere and seconded by Trustee DiMenna that the Board receive the report on school budgets as information. Carried.

- iv) Report: Trustee Expenses 2006 - 2007

Trustees received a report summarizing trustee, student trustee and board chaplain expenses for the 2006 - 2007 fiscal year.

Moved by Trustee Alexander and seconded by Trustee Holland that the Board receive the Trustee Expenses 2006 - 2007 report as information. Carried.

- v) Report: Employee Purchasing Cards Use 2006 - 2007

Trustees received a report summarizing the procedures and use of employee purchasing cards for the 2006 - 2007 fiscal year. The format and content of future reports will be discussed by the Audit Committee.

Moved by Trustee Alexander and seconded by Trustee Holland that the Board receive the Employee Purchasing Cards Use 2006 - 2007 report as information. Carried.

- vi) Report: Public Salary Disclosure Act, 1996 – Disclosure for 2007

Trustees received a report that has been published in accordance with the Ontario Public Sector Salary Disclosure Act, 1996, requiring employers receiving public funding from the Government of Ontario to disclose annually the names, position titles, salaries and taxable benefits.

Moved by Trustee Holland and seconded by Trustee DiMenna that the Board receive the Public Sector Salary Disclosure Act, 1996 - Disclosure for 2007 report as information. Carried.

- vii) Verbal Report: Watson & Associates – Long Term School Accommodation and Boundary Study Report

Superintendent Iatonna reported that, due to scheduling conflicts, Watson & Associates were unable to present the Board's Long Term School Accommodation and Boundary Study Report. Watson & Associates indicate they will be able to present their findings for the board's preliminary review at the April 1 meeting.

- viii) Report: Special Education Funding/Reserve

Trustees received a report addressing the historical and current funding of a special education reserve. Administration will clarify the figures provided under the 2004 -05 Estimated Special Education Surplus in relation to educational assistant lunchtime supervision allotments.

Moved by Trustee Soulliere and seconded by Trustee Keane that the Board receive the report on Special Education Funding/Reserve as information. Carried.

- ix) Report: Olde Sandwich Towne Interim Control By-Law

Trustees received a report responding to a request made at a recent Board meeting for an update on the status of the City of Windsor's Olde Sandwich Towne Interim Control By-law and how the by-law affects the school in that area.

Moved by Trustee Keane and seconded by Trustee Holland that the Board receive the report on the Olde Sandwich Towne Interim Control By-Law as information.
Carried.

11. Unfinished Business: Nil.

12. New Business

- a. Field Trips:

- i) 2008 Spring Muskoka Woods Leadership Experience *A revised report was distributed due to additional schools attending the excursion.*

Moved by Trustee Holland and seconded by Trustee DiMenna that the Board approve the 2008 Spring Muskoka Woods Leadership Experience field trip. *Carried.*

- ii) Holy Names Catholic High School - Quebec City

Moved by Trustee Holland and seconded by Trustee DiMenna that the Board approve the Holy Names Catholic High School Field Trip to Quebec City, Quebec from April 10 to 14, 2008. *Carried.*

- iii) Cardinal Carter Catholic High School - Boston, MA

Moved by Trustee DiMenna and seconded by Trustee Holland that the Board approve the Cardinal Carter Catholic High School Field Trip to Boston, Massachusetts from April 29 to May 4, 2008. *Carried.*

- b. Report: Realty Representation - Request for Proposal Results

Moved by Trustee Alexander and seconded by Trustee Keane that the Board approve the acceptance of the proposal from Buckingham Realty (Windsor) Ltd. for the provision of realty representation for a three year period commencing April 1, 2008. *Carried.*

- c. Report: Upgrade to Wide Area Network - Report on Telephone Survey

In accordance with Board By-Law 3:04, a report concerning a proposed Upgrade to the Wide Area Network was provided to trustees on February 22 and an electronic vote was conducted. Through the electronic vote, the Board approved participation in a Windsor and Essex County Smart Community initiative to jointly pursue the upgrading of wide area network capabilities through an agreement with Maxess Networkx.

Rose Mousaly, Chief Information Officer reported that the "Upgrade to Wide Area Network" recommendation was brought forward for consideration by telephone survey and prior to the March 4, 2008 Board meeting due to unanticipated deadlines that arose following the cancellation of the February 26 meeting. In response to trustee questions, Ms. Mousaly

provided additional background on the request for proposal process and rationale for the upgrade to the wide area network. All school sites will be upgraded to 100 Mbps at a cost of \$844.00 monthly and the Catholic Education Centre will be upgraded to 1000 Mbps at a cost of \$1,735.00 monthly.

Moved by Trustee Alexander and seconded by Trustee Keane that the following Board motion, previously approved by electronic vote, be entered into the Minutes, as a matter of record:

“Moved by Trustee Alexander and seconded by Trustee Courtney that the Board approve the proposed system-wide Wide Area Network upgrade to be provided through a ten-year agreement between Maxess Network and the Windsor-Essex Catholic District School Board as part of the Windsor and Essex County smart community initiative. Carried. In favour: Trustees Alexander, Courtney, Janisse, Keane and Macri. Opposed: Trustees DiMenna, Holland, Porcellini and Soulliere.”

Carried.

13. Committee Reports:

- a. Report: Audit Committee Report - Notes from Meeting of February 13, 2008
Moved by Trustee DiMenna and seconded by Trustee Porcellini that the Board receive the Notes from the Audit Committee Meeting of February 13, 2008 as information. Carried.
- b. Report: Annual Audit Committee Report 2007
Moved by Trustee Holland and seconded by Trustee Porcellini that the Board receive the Annual Audit Committee Report 2007 as information. Carried.
- c. Report: Special Education Advisory Committee (SEAC) Meeting Minutes of January 17, 2008
Moved by Trustee Alexander and seconded by Trustee Soulliere that the Board receive the Minutes of the January 17, 2008 Special Education Advisory Committee meeting as information. Carried.

14. Notice of Motion - None.

15. Remarks and Announcements

- a. Chairperson Macri - No comments this evening.
- b. Director of Education Berthiaume reported on his attendance at the Learning Partnership banquet in Toronto honouring Darlene Kennedy as one of Canada's Outstanding Principals.
- c. Board Chaplain Fr. Brunet sent regrets this evening.

16. Remarks/Questions by Trustees

- Trustee Porcellini congratulated Darlene Kennedy for her award as one of Canada's Outstanding Principals and wished the Catholic Central Comet's the best in the upcoming OFSAA boys basketball championship.

- Trustee Holland thanked the business department for providing trustees with copies of out-of-boundary student registration requests.
 - Student Trustee Resendes commented on upcoming Student Senate fundraising activities to support “Feed the Children” and local homelessness, and thanked the Board for the opportunity of attending the recent OSTA-AECO English Catholic Board Council meeting in Ottawa.
17. Pending Items
- a. DEFERRED REPORT: Children’s Safety Village of Windsor and Essex County (M. Iatonna)
(Deferred from January 29, 2008 - To be presented at the April 1, 2008 Regular Board Meeting)
18. Continuation of In-Camera - *The Board reconvened to In-Camera Committee of the Whole 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, April 1, 2008 (NEW DATE)
 - Tuesday, April 22, 2008
 - Tuesday, May 13, 2008
 - Tuesday, May 27, 2008
 - Tuesday, June 10, 2008
 - Monday, June 23, 2008
20. Closing Prayer - The meeting closed with a prayer.
21. Adjournment - There being no further business, the Regular Board meeting of March 4, 2008 adjourned at 8:14 p.m.

Approved.

John Macri
Board Chairperson

Joseph Berthiaume
Director of Education & Secretary-Treasurer