



REGULAR BOARD MEETING
Tuesday, June 10, 2008 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	
N. Bradley, Student Trustee	C. Resendes, Student Trustee
Rev. L. Brunet, Board Chaplain	N. Lau, Student Trustee Designate

Administration:

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

Recorder:

D. Steffens

1. Call to Order - Chair Macri called the meeting to order at 7:14 p.m.
2. Opening Prayer - Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance - All trustees present.
4. Approval of Agenda - Chair Macri noted that handouts for agenda items 10b(ii) 2007-08 Budget Status Report and 10b(iii) 2008-09 Draft Budget were at trustee places.

Moved by Trustee DiMenna and seconded by Trustee Soulliere that the June 10, 2008 Regular Board meeting agenda be approved as distributed. *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 items *10b(iv) Community Use of Schools Grant - Interim Status Report* and *12b(i) Board Policy Amendment to A:03 Community Use of Schools - Approval in Principle* due to her employment and did not participate in the discussion or vote on any question raised on those items.

7. Presentations

a. Outstanding School Council Chairperson Award

Sherri Zorzit, School Council Chair from St. Gabriel Catholic Elementary School was presented with the 2007 –2008 Catholic School Council Chairperson Award in recognition of her overall efforts and dedication to their school and school system, excellence in performance of duties, leadership, relationship with fellow council members, administration, teachers and students, and involvement with the community.

b. Catholic Student Council Leadership Award

Maisey Sutherland, Executive Representative of the Student Council at Holy Name Catholic Elementary School was presented with the 2007 – 08 Catholic School Student Council Leadership Award in recognition of her overall efforts and dedication to their school, excellence in performance of duties, leadership, relationship with fellow students and involvement with the community.

c. Recognition of 2007-08 Student Trustees

Student Trustees Nerissa Bradley and Chynna Resendes were presented with a plaque in appreciation of their commitment and dedication to their role as Catholic leaders within our student body and the broader school communities during the 2007-08 school-year.

d. Recognition for Outstanding Dedication to Catholic Education

Angela Thoman, outgoing School Council Chair from St. Joseph Catholic Elementary School was presented with a plaque of appreciation for her years of dedicated service to Catholic education.

e. Verbal Report: Catholic Character Development Initiative Update - Superintendent Staudt provided an update on activities for the local implementation of the Character Development Initiative that was launched by the Premier of Ontario in October 2006. Students who participated in the development of local resources to expand engagement of the school communities were in attendance to display their art work.

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, May 27, 2008

Moved by Trustee DiMenna and seconded by Trustee Soulliere that the minutes of the Committee of the Whole Board In-Camera meeting of May 27, 2008 be adopted as distributed. Carried.

ii) Minutes of Regular Meeting, May 27, 2008

Moved by Trustee Janisse and seconded by Trustee Keane that the minutes of the Regular Board meeting of May 27, 2008 be adopted as distributed. Carried.

b. Items from the In-Camera Meeting of June 10, 2008

Vice-Chair Courtney reported that the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board meeting on June 10, 2008 pursuant to the Education Act - Section 207, to consider specific personnel, pupil, real property matters, labour relations 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. Trustees Courtney, Keane and Porcellini declared a conflict of interest during the June 10, 2008 In-Camera Session and excused themselves from the relevant discussion items. As a matter of record, Trustee Courtney disclosed interest in items discussed at the May 27, 2008 In-Camera Session and further indicated she was not in attendance due to illness.

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 June 10, 2008 be approved. Carried.

Vice-Chair Courtney made the following announcements:

- receipt of the Administrative Staff Report, dated June 10, 2008
- approval of the 2008-09 budget reduction plan
- approval of a one-year parking lease agreement between the Windsor-Essex Catholic District School Board and the Governing Council of the Salvation Army to accommodate the needs of Christ the King Catholic Elementary School
- approval of a one-year services agreement between the Windsor-Essex Catholic District School Board and Maryvale Adolescent and Family Services

10. Communications

a. External (Associations, OCSTA, Ministry):

i) Ontario Catholic Schools Trustees' Association (OCSTA) Memorandum dated May 29, 2008 re: Catholic Education Week 2009

Moved by Trustee Janisse and seconded by Trustee Soulliere that the Board receive the memorandum from the Ontario Catholic Schools Trustees' Association (OCSTA) Memorandum dated May 29, 2008 re: Catholic Education Week 2009 as information. Carried.

b. Internal (Reports from Administration)

- i) Report: Administrative Staff Report
Moved by Trustee DiMenna and seconded by Trustee Janisse that the Board receive the *Administrative Staff Report* on hiring, retirement and resignation of staff dated June 10, 2008 for information. Carried.

- ii) Report: 2007 - 08 Budget Status Report *Handout was provided.*

Trustees received a report indicating that as at June 8, 2008, the projected Board budget to year-end continues to reflect a negative variance of \$845,000.

Moved by Trustee DiMenna and seconded by Trustee Holland that the Board receive the 2007-08 Budget Status as of June 8, 2008 as information. Carried.

- iii) Report: 2008 – 09 Final Draft Budget *Handout was provided.*

Superintendent Iatonna provided an overview of the Final Draft Budget and reported on several factors that require the Board to examine adjustments to the annual budget in order to achieve a balanced budget submission to the Ministry of Education by the June 30, 2008 filing deadline. The primary factors to consider include: a projected enrolment decline of 950 students; a 2008-09 projected deficit due primarily to debt servicing and to unsustainable school renewal reduction in 2007-08 added back into the budget in 2008-09; and, the portion of the 2006-07 actual year-end deficit which is scheduled to be covered in the 2008-09 budget. The Final Budget will be brought back to the Board for final approval on June 23.

Moved by Trustee Janisse and seconded by Trustee Holland that the Board receive the 2008-08 Final Draft Budget for information and refer the Budget to the June 23, 2008 Board meeting for approval. Carried.

- iv) Report: Community Use of Schools Grant - Interim Status Report

Trustees received a reporting indicating a projected negative variance of \$140,151 between revenue and expenses for the 2007-08 fiscal-year for the implementation of the Community Use of Schools program. Clarification was provided on the costs experienced by the Board versus the grant monies provided to offset board expenses.

Moved by Trustee Holland and seconded by Trustee Janisse that the Board receive the Community Use of Schools Grant - Interim Status Report as information. Carried.

- v) Report: Director's Annual Report to the Community - 2007
Moved by Trustee Alexander and seconded by Trustee Soulliere that the Board receive the Director's Annual Report to the Community - 2007 as information. Carried.

- vi) Report: Amendments to Administrative Procedure: ST: 05 Student Discipline Procedures

Trustees received amendments to the Administrative Procedure Pr ST:05 Student Discipline Procedures that was amended to provide guidelines for addressing unacceptable behaviour of students while participating in long-term suspension or expulsion programs. **Moved by Trustee Holland and seconded by Trustee Janisse that the Board receive as information amendments to Administrative Procedure Pr ST: 05 Student Discipline Procedures. Carried.**

11. Unfinished Business

- a. Deferred Notice of Motion from the Regular Board Meeting of May 27, 2008:

Moved by Trustee Courtney and seconded by Trustee DiMenna that the Board reinstate the opportunity for trustee observation at contract negotiations. It is understood that the Municipal Conflict of Interest laws would apply.

Trustee Courtney spoke to the notice of motion and provided a rationale for bringing it forward. Trustee Holland noted concern with a proposal to a change the board's negotiating procedure being brought forward by any trustee who has disclosed interest in an employee bargaining unit since negotiations with one employee group affects other employee groups. Trustee Courtney reported that independent council had advised a conflict was not present.

Moved by Trustee Alexander and seconded by Trustee Soulliere that the Notice of Motion be deferred until such time the Board's policy review process can be utilized to provide for adequate examination, stakeholder feedback and recommendations for amendments to be brought to the Board for approval. Defeated.

Discussion and debate occurred on the intention of the proposal and implementation of the practice.

ORIGINAL MOTION: Moved by Trustee Courtney and seconded by Trustee DiMenna that the Board reinstate the opportunity for trustee observation at contract negotiations. It is understood that the Municipal Conflict of Interest laws would apply. Carried.

- b. Consideration of the City of Windsor's Request for Endorsement of the GreenLink Windsor Border Solution Plan

Moved by Trustee Keane and seconded by Trustee Porcellini that the Windsor- Essex Catholic District School Board send a thank you letter to Mayor Francis and Windsor City Council for the May 27, 2008 presentation to the Board of Trustees and in support of their continued fight and negotiation efforts for the best border crossing solution for the health and welfare of the citizens of Windsor and Essex County. Carried.

Recorded Vote: In favour: Trustees Alexander, Courtney, DiMenna, Holland, Janisse, Keane, Porcellini and Soulliere. Opposed: None.

12. New Business

a. Field Trips:

- i) F. J. Brennan Catholic High School - Cedar Point, Sandusky Ohio
Moved by Trustee Janisse and seconded by Trustee DiMenna that the Board approve the F. J. Brennan Catholic High School field trip to Cedar Point scheduled for Tuesday, June 24, 2008. Carried.
- ii) H. J. Lassaline Catholic Elementary School - Wally World, London
Moved by Trustee Janisse and seconded by Trustee DiMenna that the Board approve the H.J. Lassaline Catholic Elementary School Healthy Active Living Program field trip to WallyWorld on June 16, 2008. Carried.
- iii) Cardinal Carter Catholic Secondary School - Europe
Moved by Trustee Janisse and seconded by Trustee DiMenna that the Board approve Cardinal Carter's Catholic High School Field Trip to Europe: France, Monaco and Italy from March 11 – 22, 2009. Carried.

b. Board Policy Amendments:

- i) Amended A:03 Community Use of Schools - Approval in Principle

Trustees received draft amendments to Board Policy A: 03 Community Use of Schools which was reviewed by the Policy Working Subcommittee as part of an annual scheduled review. The policy will be brought forward for final approval at the June 23, 2008 meeting along with the accompanying administrative procedure.

Moved by Trustee Soulliere and seconded by Trustee Holland that the Board approve in principle draft amended policy A: 03 Community Use of Schools. Carried.

- ii) New ST:23 K - 12 Assessment and Evaluation - Approval in Principle

Trustees received a draft "new" Board Policy ST:23 K - 12 Assessment and Evaluation which has been developed to support teachers in assessing and evaluating student achievement. The policy will be brought forward for final approval on June 23, 2008.

Moved by Trustee Alexander and seconded by Trustee DiMenna that the Board approve in principle Draft Policy ST: 23 Assessment and Evaluation. Carried.

- iii) Amended H:01 Staff Performance Management - Approval in Principle

Trustees received draft amendments to Board Policy H:01 Staff Performance Management which was reviewed on the recommendation of the Ad-hoc Policy Review Committee established in 2006 to develop performance management/appraisal policies for senior administration. The policy will be brought forward at the June 23, 2008 meeting for final approval along with the accompanying administrative procedures.

Moved by Trustee Soulliere and seconded by Trustee Holland that the Board approve in principle Draft Policy H: 01 Staff Performance Management. Carried.

iv) New H:20 Performance Management Director of Education - Approval in Principle

Trustees received a draft “new” Board Policy H:20 Performance Management Director of Education which was reviewed on the recommendation of the Ad-hoc Policy Review Committee established in 2006 to establish a performance management process for the Director of Education. The policy will be brought forward for final approval at the June 23, 2008 meeting along with the accompanying administrative procedure.

Moved by Trustee DiMenna and seconded by Trustee Soulliere that the Board approve in principle Draft Policy H: 20 Performance Management – Director of Education. Carried.

13. Committee Reports

a. Report: High School Council Meeting Notes of April 17, 2008

Moved by Trustee Porcellini and seconded by Trustee Keane that the Board receive the report for the April 17, 2008 High School Council meeting as information. Carried.

b. Verbal Report: Audit Committee Meeting of June 3, 2008 - Superintendent Iatonna provided a brief report on the June 3 meeting. Meeting Notes will be provided at a future date.

14. Notice of Motion - None.

15. Remarks and Announcements

a. Chairperson Macri commented on the Employee Retirement Celebration that will be held this Friday and congratulated all retirees.

b. Director of Education Joseph Berthiaume congratulated Principal Kevin Mulvey upon receiving the J. F. Johnston Outstanding Educator Award, indicated he would be attending the All Star Band event this Thursday at St. Joseph’s High School, commended the organizers and volunteers on the success of this year’s elementary track and field event and congratulated the competitors and coaches participating in this year’s OFSSA soccer competitions.

c. Board Chaplain Fr. Brunet congratulated Trustee Holland on her appointment as Chair of the new St. Peter’s Institute for Catholic Formation for the Diocese of London.

16. Remarks/Questions by Trustees

- Trustee Porcellini thanked student trustees for their service to the Board, congratulated Immaculate Conception school for their Hogwarts the Musical performance, congratulated the Catholic Central Comets soccer team on their performance in OFSSA, and reported on her attendance at St. Michael’s Alternate High School graduation ceremony.
- Trustee Janisse reported on his attendance at the recent Peace Pole Installation Ceremony at St. Mary Elementary School.
- Trustee Keane reported on his attendance at the Canadian Catholic Schools Trustees’ Association 2008 Conference held in Brantford last weekend.

- Trustee Alexander asked to be provided with a copy of the letter that will be sent to Mayor Francis in regard to the international border crossing.
- Trustee Holland commented on the Diocese of London's new St. Peter's Institute of Catholic Formation which will, in conjunction with St. Peter's Seminary, provide a wide range of educational and formational opportunities for lay and clergy leaders, and for all who work in parish ministries. The Catholic Education Centre will be one of the sites for the activities of the Institute.
- Trustee Courtney commented on activities fees at the secondary schools and asked administration to follow-up on the collection practices utilized at local high schools.
- Student Trustee Resendes provided comment on the "In-coming/Out-going" Student Senate Retreat held on June 9.
- Student Trustee Bradley commented on her attendance at the Ontario Student Trustee Association AGM and congratulated fellow student trustee Resendes upon being elected President of the English Catholic Board Council.

17. Pending Items - None.

18. Continuation of In-Camera - The Board reconvened to the Committee of the Whole Board In-Camera 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)

- **Monday**, June 23, 2008
- Tuesday, August 26, 2008 (*Tentative pending Board approval of 2008-09 Meeting Schedule*)

20. Closing Prayer - Fr. Brunet closed the meeting with a prayer.

21. Adjournment - There being no further business, the Regular Board meeting of June 10, 2008 adjourned at 9:10 p.m.

Approved.

John Macri
Board Chairperson

Joseph Berthiaume
Director of Education & Secretary-Treasurer