



**WINDSOR-ESSEX CATHOLIC
DISTRICT SCHOOL BOARD**

1325 California Avenue
Windsor, ON N9B 3Y6
CHAIRPERSON: John Macri
DIRECTOR OF EDUCATION: Joseph Berthiaume

**REGULAR BOARD MEETING
Tuesday, October 14, 2008 at 7:00 p.m.
Windsor Essex Catholic Education Centre
John Paul II Boardroom**

MINUTES

PRESENT

Trustees:

J. Courtney, Vice-Chair	P. Keane
M. DiMenna	J. Macri, Chair
B. Holland (<i>electronically</i>)	S. Porcellini
C. Janisse	L. Soulliere
C. Resendes, Student Trustee	
N. Lau, Student Trustee	
Rev. L. Brunet, Board Chaplain	

Regrets:

F. Alexander

Administration:

J. Berthiaume (Resource)	P. King
M. Iatonna	P. Littlejohns
J. Bumbacco	S. O'Hagan-Wong
E. Byrne	

Recorder:

D. Steffens

1. Call To Order - Chair Macri called the meeting to order at 7:05 p.m.
2. Opening Prayer - Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance - Trustee Alexander sent regrets due to a family commitment. Trustee Holland participated electronically via teleconference.
4. Approval of Agenda - Chair Macri noted that the handouts pertaining to agenda items 10b(ii) *2007-08 Budget Status Report* and 12b *2008 Capital Plan* were at trustee places.

Amendments:

- A revised report pertaining to agenda item 12b(iv) Enrolment/Staffing School Organization Information for Elementary / Secondary Schools September 2008 was provided.

Moved by Trustee DiMenna and seconded by Trustee Janisse that the October 14, 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. - Trustee Janisse disclosed interest in relation to agenda item 12 c Community Use of Board Property - Windsor Titans Appeal for Waiver of Fees due to his involvement in volunteer work with Windsor Titans 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 - None.
9. Action Items:
 - a. Approval of Minutes
 - i) Minutes of In-Camera Meeting, September 23, 2008
Moved by Trustee Soulliere and seconded by Trustee DiMenna that the minutes of the Committee of the Whole Board In-Camera meeting of September 23, 2008 be adopted as distributed. Carried.
 - ii) Minutes of Regular Meeting, September 23, 2008
Moved by Trustee Courtney and seconded by Trustee DiMenna that the minutes of the Regular Board meeting of September 23, 2008 be adopted as distributed. Carried.
 - b. Items from the Reconvened Meeting of September 23, 2008 and the In-Camera Meeting of October 14, 2008

Vice-Chair Courtney reported the Windsor-Essex Catholic District School Board re-convened a closed Committee of the Whole Board meeting on September 23, 2008 pursuant to the Education Act - Section 207 to consider real property matters. In addition, the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board meeting on October 14, 2008 pursuant to the Education Act - Section 207, to consider specific personnel, real property matters, Security of the Property of the Board 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 October 14, 2008 In-Camera Session and excused themselves from the relevant discussion items.

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 October 14, 2008 be approved. Carried.

Vice-Chair Courtney made the following announcements:

- receipt of the Administrative Staff Report, dated October 14, 2008

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 Janisse that the Board receive the *Administrative Staff Report* on hiring, retirement and resignation of staff dated October 14, 2008 for information. *Carried.*

- ii) Report: 2007 - 08 Budget Status Report (*Handout distributed.*)

Moved by Trustee Porcellini and seconded by Trustee Janisse that the Board receive the 2007-08 Budget Status as of October 10, 2008 as information. *Carried.*

- iii) Report: Legal Services - August 2008

Moved by Trustee Soulliere and seconded by Trustee DiMenna that the Board receive the report *Legal Services – August 2008* as information. *Carried.*

- iv) Report: Enrolment/Staffing School Organization Information for Elementary / Secondary Schools September 2008 (*A revised report was distributed and previously provided to trustees.*)

An explanation of the revisions made to the report was provided. Discussion ensued on: the funding of and the local process for allocating specialty teachers; increasing numbers of combined grade classrooms; the formula utilized to determine the primary class pupil-to-teacher ratio (PTR); and, the likelihood of the province instituting a mandatory junior class size hard cap. Next year's report will include reference to school clerical and administrative organization. Trustees will be provided with an outline of the duties and responsibilities of Healthy Active Living Teachers.

Moved by Trustee Courtney and seconded by Trustee Janisse that the Board receive the report *Enrolment/Staffing School Organization Information of our Elementary/Secondary Schools – September 2008* as information. *Carried.*

11. Unfinished Business:

- a. Notice of Motion from September 23, 2008:

Moved by Trustee Courtney and seconded by Trustee Porcellini that the subject of nutrition and healthy eating in our schools be referred to the Policy Coordinator to be considered as a policy development proposal. Such a policy would include our obligation as a school board under the new government legislation and would not be created until an opportunity for input was received from all stakeholders in education. *Carried.*

12. New Business:

a. Field Trips:

- i) Cardinal Carter Catholic Secondary School - Chicago, IL
Moved by Trustee DiMenna and seconded by Trustee Janisse that the Board approve the Cardinal Carter Catholic Secondary School field trip to Chicago, Illinois from Thursday, November 13 to Saturday, November 15, 2008. Carried.
- ii) St. John Vianney Catholic Elementary School - Ottawa
Moved by Trustee Holland and seconded by Trustee Janisse that the Board approve the St. John Vianney Catholic Elementary School field trip to Ottawa, Ontario from February 10 – 12, 2009. Carried.

b. Report: 2008 Capital Plan (*Handout distributed and previously provided to trustees.*)

Discussion and debate occurred around potential implications and benefits in proceeding with the four recommendations concerning the school communities of West Windsor, Near East Windsor and St. Anne French Immersion Catholic Elementary School, and planning for the continuing provision of French Immersion programming to county students.

Moved by Trustee DiMenna and seconded by Trustee Janisse that the Board approve the 2008 Capital Plan and that the Plan, including business cases as may be required, be submitted to the Ministry of Education, by October 31, 2008;

and, that the actions prescribed in the Plan for 2008-09 proceed immediately as follows:

St. Anne French Immersion - Pursue an expansion (portables / port-a-pak) to accommodate entire projected enrolment on the site for 2009-10 school year.

Near East Windsor - Secure Prohibitive to Repair funding from the Ministry of Education for both St. Bernard (Windsor) and St. Jules for new school construction and proceed with an accommodation review to assess the optimum means for maximizing educational opportunities for students at these schools and at Our Lady of Lourdes.

West Windsor - Proceed with an accommodation review to assess the optimum means for maximizing educational opportunities for students at St. Francis, St. James and St. John elementary schools and to ensure the viability of Catholic education in this area.

County French Immersion Program - In consultation with the Ad Hoc French Immersion Program Committee, proceed with the possible planning for a dual track English/French Immersion program, subject to a recommendation by the Ad Hoc French Immersion Committee and approval by the Board;

and, that regular reports on the progress in implementing the Plan be provided to the Board by Administration and that the Plan be updated on an annual basis. Carried.

(Opposed: Trustee Keane)

- c. Report: Community Use of Board Property - Windsor Titans Appeal for Waiver of Fees

Discussion occurred concerning adherence to the Board policy's intent to provide equitable access to community groups and to ensure the Board does not incur a financial burden when entering into these types of agreements for Community Use of Board Property. Administration will provide a comprehensive listing of agreements currently in force.

Moved by Trustee Porcellini and seconded by Trustee Courtney that the Board waive the accumulated community use of schools fees for the 2007-08 school year, in the amount of \$8,338.62, as requested by the Windsor Titans Baseball Club;

and, that administration be directed to monitor the cumulative costs to the Board in the 2008-09 school year and weigh Board expenditures against the benefits of this agreement;

and, that discussions be undertaken annually with the Windsor Titans regarding the continuation of the agreement and possible modifications in the event the Board incurs increased cost. Carried.

- d. Report: Results of Request for Proposal (RFP) for Unified Video Surveillance and Monitoring of the Catholic Education Centre, Assumption College School and Surrounding Grounds

Moved by Trustee Soulliere and seconded by Trustee Janisse that the Board approve the Request for Proposal submission of the Elite Group as the successful proposal for Video Surveillance and monitoring of the Catholic Education Centre / Assumption College School complex, pursuant to the Board approved Request for Proposal process;

and, that the Board authorize the Business Department in consultation with the Risk Assessment Manager and Policy Development Coordinator to enter into a five (5) year contract with the Elite Group for the purchase, installation, and maintenance of all necessary equipment and after hours and weekend monitoring of the properties noted above. The monthly cost of \$4,087.00 per month, plus G.S.T. over the five years contract period is to be funded from Capital Renewal. Carried.

13. Committee Reports:

- a. Report: Special Education Advisory Committee (SEAC) Meeting Minutes of June 12, 2008
Moved by Trustee DiMenna and seconded by Trustee Soulliere that the Board receive the Minutes of the June 12, 2008 Special Education Advisory Committee meeting as information. Carried.
- b. Verbal Report: Ad Hoc Elementary French Immersion Committee Meeting of September 29, 2008

Trustee DiMenna, Ad Hoc Committee Chair, reported that the next meeting has been scheduled for October 22. The Committee intends to provide a full report at the October 28, 2008 Board meeting.

14. Notice of Motion

- Trustee Soulliere: *“At the next regular scheduled meeting of the Board, I will move or cause to be moved, that the Board establish a multi-disciplinary committee to review current programs, practices and procedures existing within our school communities regarding prevention of smoking, and alcohol and drug abuse and to provide feedback to the Board on current best practices with recommendations for improvements by the end of April 2009.”*

15. Remarks and Announcements:

- a. Chairperson Macri commented on World Teachers’ Day and congratulated teachers on their commitment and dedication to their critical role in preparing the Catholic leaders of tomorrow.
- b. Director of Education Berthiaume provided comment on the following activities that support the four pillars of the board’s strategic plan: student achievement initiatives, Catholic faith formation, community partnerships, and employee development; announced that a Commissioning Ceremony for School Council Chairpersons will be held on October 21; offered congratulations to teacher P. Paterson and his team of organizers for once again bringing the Ontario Catholic Senior Boys High School Volleyball Tournament on October 23 to 25; and offered congratulations to the staff and students nominated to receive Windsor/Essex County Sports Persons of the Year (WESPY) Awards.
- c. Board Chaplain Rev. Brunet - No comments this evening

16. Remarks/Questions by Trustees

- Trustee Porcellini thanked members of CAW Local 200 for their assistance and support in bringing Former Heavy Weight Canadian Champion Boxer George Chuvalo to speak to students, parents and staff of Catholic Central High School about how drug addiction has impacted his life.
- Trustee Janisse commented on his attendance at the George Chuvalo speaking event, and indicated it would be beneficial to have Mr. Chuvalo speak at all high schools in this system.
- Trustee Keane commented on his attendance at the October 7 Ontario Catholic Schools Trustees’ Association (OCSTA) Regional Meeting. Trustees will be provided with documentation distributed at the meeting.
- Trustee Soulliere inquired into the status of a request for demographics of students who are enrolled in Assumption College Catholic High School International Baccalaureate program.
- Trustee Holland wished all students and staff attending the fall Muskoka Woods Leadership Experience well.
- Trustee DiMenna commented on her attendance at the Cardinal Carter High School drug and alcohol abuse awareness event that featured motivational speakers Norbert Georget, international youth expert and founder of ‘Smart Youth Power Assembly’ and George Chuvalo Former Heavy Weight Canadian Champion Boxer.
- Trustee Courtney requested information regarding compliance by principals on the financial reporting requirements of the Board’s school fund raising policy.

- Student Trustee Resendes commented on her attendance at the Ontario Student Trustees' Association Fall Meeting and reported on the October 7 Student Senate meeting.
 - Student Trustee Lau invited trustees to attend the October 30 Student Senate Faith Development Day that will feature keynote speaker Ted van der Zalm, reported that Youth Entrepreneurship Week Canada will take place from November 17th to 23rd and commented on his attendance at the October 7 Ontario Catholic Schools Trustees' Association (OCSTA) Regional Meeting
17. Pending Items - None.
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 at 7:00 p.m.)
- Tuesday, October 28, 2008
 - Tuesday, November 11, 2008
 - Tuesday, November 25, 2008
 - **Tuesday, December 9, 2008 (Organizational Meeting - 7:30 p.m./Mass - 6:45 p.m.)**
 - Tuesday, December 16, 2008
 - Tuesday, January 13, 2009
 - Tuesday, January 27, 2009
 - Tuesday, February 10, 2009
 - Tuesday, February 24, 2009
 - Tuesday, March 10, 2009
 - Tuesday, March 31, 2009
 - Tuesday, April 14, 2009
 - Tuesday, April 28, 2009
 - Tuesday, May 12, 2009
 - Tuesday, May 26, 2009
 - Tuesday, June 9, 2009
 - Monday, June 22, 2009
20. Closing Prayer - Fr. Brunet closed the meeting with a prayer.
21. Adjournment - There being no further business, the Regular Board meeting of October 14, 2008 adjourned at 8:35 p.m.

Approved.

John Macri
Board Chairperson

Joseph Berthiaume
Director of Education & Secretary-Treasurer