



REGULAR BOARD MEETING
Tuesday, November 25, 2008 at 7:00 p.m.
Windsor Essex Catholic Education Centre
John Paul II Boardroom

MINUTES

PRESENT

Trustees:

F. Alexander (<i>Chair pro tem</i>)	P. Keane
M. DiMenna (<i>Vice Chair pro tem</i>)	S. Porcellini
B. Holland	L. Soulliere
C. Janisse	
C. Resendes, Student Trustee	
N. Lau, Student Trustee	
Rev. L. Brunet, Board Chaplain	

Regrets:

J. Macri, Chair
J. Courtney, Vice-Chair

Administration:

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

Recorder:

D. Steffens

1. Call To Order - In the absence of Vice Chair Courtney and Chair Macri and in accordance with *Board By-Law 7:01 Presiding Officer*, Director Berthiaume called the meeting to order at 7:24 p.m. Trustee Alexander was elected to proceed as Presiding Officer and assumed the Chair.
2. Opening Prayer - Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance - Trustee Macri sent regrets due to a family commitment. Trustee Courtney sent regrets due to illness. Trustee Janisse entered the meeting at 7:29 p.m.
4. Approval of Agenda
Moved by Trustee DiMenna and seconded by Trustee Soulliere that the November 25, 2008 Regular Board meeting agenda be approved as distributed. Carried.

5. Questions Pertaining to Agenda - None.

Trustee Janisse entered the meeting at 7:29 p.m.

6. Disclosure of Interest - Pursuant to the Municipal Conflict of Interest Act. - None.

7. Presentations:

- a. Ontario Special Olympics Windsor Summer Games 2009 - Members of the organizing committee for the Provincial Special Olympics Summer Games 2009 were present to provide a brief report on their progress and school partnership activities to date, and to announce their community awareness plans and fundraising initiatives. The Summer Games are scheduled for July 23 - 25, 2009.

8. Delegations:

- a. Delegation Regarding Items Not on the Agenda

- i) Holy Name Catholic Elementary School Advisory Council Members re: French Immersion Program at Holy Name - Mary Kiteley and Cathy Proctor, Holy Name School Council members were in attendance to present trustees with: an overview of Holy Name Elementary School's French Immersion program; the benefits the program has brought to students; and, suggestions on a working partnership to assist the Board in coming to a long-term resolution in the delivery of this program. The delegation petitioned the Board to retain the French Immersion at its current location at Holy Name Catholic Elementary School.

- b. Delegations Regarding Items On the Agenda - None.

9. Action Items:

- a. Approval of Minutes

- i) Minutes of In-Camera Meeting, November 11, 2008

Moved by Trustee Keane and seconded by Trustee Janisse that the minutes of the Committee of the Whole Board In-Camera meeting of November 11, 2008 be adopted as distributed. Carried.

- ii) Minutes of Regular Meeting, November 11, 2008

Moved by Trustee DiMenna and seconded by Trustee Soulliere that the minutes of the Regular Board meeting of November 11, 2008 be adopted as distributed. Carried.

- b. Items from the In-Camera Meeting of November 25, 2008

Trustee DiMenna, Vice Chair *pro tem*, reported the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board meeting on November 25, 2008 pursuant to the Education Act - Section 207, to consider specific personnel, 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. Trustees Keane and Porcellini declared a conflict of interest during the November 25, 2008 In-Camera Session and excused themselves from the relevant discussion items.

Moved by Trustee Holland and seconded by Trustee Soulliere that the recommendations and directions of the Committee of the Whole Board at its in-camera meeting of November 25, 2008 be approved. Carried.

Trustee DiMenna made the following announcements:

- receipt of the Administrative Staff Report, dated November 25, 2008
- ratification of a four-year collective agreement with the Ontario English Catholic Teachers' Association (OECTA) - Elementary Unit that was tentatively reached on November 18, 2008
- ratification of a four-year collective agreement with the Ontario English Catholic Teachers' Association (OECTA) - Occasional Teacher Unit that was tentatively reached on November 21, 2008, pending ratification by the bargaining unit
- ratification of a four year collective agreement with the Canadian Union of Public Employees (CUPE) Locals 1358.1 Educational Assistant Group and 1358.2 Special Services Unit that was tentatively reached on November 13, 2008
- ratification of a four year collective agreement with the Canadian Auto Workers Union (CAW) Local 2458 representing Custodians and Maintenance, and Office, Clerical and Technician bargaining units that was tentatively reached on November 22, 2008, pending ratification by the bargaining unit
- receipt of the Principal and Vice Principal Placements, effective January 1, 2009
- the following elementary principal and vice-principal placements
 - **Melissa Farrand**, Principal, from St. John Vianney School to Holy Cross School
 - **Karen Drago**, Principal, from St. John the Baptist School to St. Gabriel School
 - **Gary Renaud**, Principal, from St. Rose School to St. John the Baptist School
 - **Carl Bull**, from Vice Principal to Principal at St. John Vianney School
 - **Kelly Rilley**, from Vice Principal at Our Lady of Mount Carmel School to *Acting* Principal at St. Rose School
 - **Michelle Mailloux**, Vice Principal, from St. Louis School to Queen of Peace School
 - **Brenda Stanley Dauphin**, Vice Principal, from Queen of Peace School to St. Gabriel School
 - **Jeff Chambers**, Teacher at Queen of Peace School to Vice Principal at Our Lady of Mount Carmel School
 - **Mary Reynolds**, Teacher at Our Lady of Perpetual Help School to Vice Principal at St. John Vianney School
- the following secondary principal and vice-principal and placements, effective January 1, 2009:
 - **Luigi Baggio**, *Acting* Vice Principal to Vice Principal at Assumption College High School
 - **Amy LoFaso**, Vice Principal, from a Leave of Absence to St. Joseph's High School
 - **Tish Hedderson**, Vice Principal, from St. Thomas of Villanova to Assumption College High School
 - **Kim Larsen**, Vice Principal, from St. Joseph's High School to St. Thomas of Villanova Secondary School

10. Communications:

a. External (Associations, OCSTA, Ministry):

- i) Ontario Catholic Schools Trustees' Association (OCSTA) re: Annual General Meeting
Moved by Trustee Janisse and seconded by Trustee DiMenna that the information from the Ontario Catholic Schools Trustees' Association (OCSTA) re: the 2009 Annual General Meeting be received as information. Carried.
- ii) Ontario Catholic Schools Trustees' Association (OCSTA) re: 2009 OCSTA Seminar for Chairs, Vice Chairs and Directors of Education
Moved by Trustee Keane and seconded by Trustee DiMenna that the Memorandum from the Ontario Catholic Schools Trustees' Association (OCSTA), dated November 18, 2008 re: 2009 OCSTA Seminar for Chairs, Vice Chairs and Directors of Education be received as information. Carried.

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 November 25, 2008 for information. Carried.

- ii) Report: Community Use of Schools Summary

Trustees received a report providing information regarding the community use of school facilities, specifically the groups, activities and amount of usage during the 2007-08 school year. Administration will follow-up on the question raised regarding the "meeting" billing at Assumption College Catholic High School.

Moved by Trustee Holland and seconded by Trustee Porcellini that the Board receive the Community Use of Schools Summary as information. Carried.

11. Unfinished Business: Nil.

12. New Business:

a. Field Trips:

- i) Catholic Central High School - Quebec City
Moved by Trustee Porcellini and seconded by Trustee Janisse that the Board approve Catholic Central High School's Field Trip to Quebec City, Quebec on February 5 – 8, 2009. Carried.
- ii) St. Joseph's Catholic High School - Ottawa
Moved by Trustee Porcellini and seconded by Trustee Janisse that the Board approve St. Joseph's Catholic High School Field Trip to Ottawa on May 6 - 8, 2009. Carried.

- b. Report: Board Policy Review B:06 Facility Maintenance (for approval in principle)
Moved by Trustee Holland and seconded by Trustee Soulliere that the Board approve in principle Draft Board Policy B: 06 Facility Maintenance. Carried.
- c. Report: Board Policy Review H: 09 Assault on Employee (for approval in principle)
Moved by Trustee DiMenna and seconded by Trustee Janisse that the Board approve in principle Draft Board Policy H: 09 Assault on Employee. Carried.
- d. Report: Board Policy Review H: 10 Employee Injuries/Illness (for approval in principle)
Moved by Trustee Holland and seconded by Trustee Janisse that the Board approve in principle Draft Board Policy H: 10 Employee Injuries/Illness. Carried.
- e. Report: Board Policy Review ST: 24 Special Education Equipment (for approval in principle)
Moved by Trustee Janisse and seconded by Trustee Soulliere that the Board approve in principle Draft Board Policy ST: 24 Special Education Equipment. Carried.
- f. Report: Honoraria for Board Members

In accordance with the *Education Act* and Ontario Regulation 357/06 Honoraria for Board Members, the Board is required to establish honoraria for trustees in each year of the Board's term to take effect on December. Correspondence will be sent to the Ontario Catholic Schools Trustees' Association asking that the association approach the Ministry of Education requesting the issue of equity in trustee remuneration be revisited.

Moved by Trustee DiMenna and seconded by Trustee Porcellini that the Board approve the Honoraria for Board Members for the period from December 1, 2008 to November 30, 2009 in the amounts of \$10,679.35 for Trustees, \$13,793.84 for Vice-Chair and \$16,908.35 for Chair. Carried.

- g. Report: Ontario Association of Parents in Catholic Education (OAPCE) 2009 Annual Membership Fees
Moved by Trustee Holland and seconded by Trustee Soulliere that the Board approve payment of the Ontario Association of Parents in Catholic Education (OAPCE) 2009 annual membership fees for 41 elementary school councils and 8 secondary school councils in the amount of \$68.00 per school (\$3,332.00 total) to be funded from the Special Board Approval budget line. Carried.
- h. Report: Ontario School Boards' Insurance Exchange (OSBIE) Insurance Premium – Year 2009
Moved by Trustee Porcellini and seconded by Trustee Janisse that the Board approve payment in the amount of \$572,481.16, including PST as applicable, for the Ontario School Boards' Insurance Exchange Insurance Premium for the year 2009. Carried.

13. Committee Reports:

- a. Report: Audit Committee Meeting of November 10, 2008
Moved by Trustee DiMenna and seconded by Trustee Holland that the Board receive the Notes from the Audit Committee Meeting of November 10, 2008 as information. Carried.

14. Notice of Motion

- Trustee Porcellini: *“At the next regular scheduled meeting of the Board, I will move or cause to be moved, that policy T:04 Electronic Participation in Board Meetings be reviewed to include the requirement that electronic votes be preceded by opportunity for substantive debate by and between Trustees, and that notice of an upcoming electronic vote be posted on the Board website prior to the vote to provide notice to the public and the opportunity for comment.”*

15. Remarks and Announcements:

- a. In Chairperson Macri’s absence, Trustee Alexander, Chair *pro tem* provided a reminder that the Organizational Meeting is scheduled for Tuesday, December 9. The evening will begin with a Celebration of the Eucharist at 6:45 p.m. followed by the Organizational Meeting at 7:30 p.m.
- 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. Director Berthiaume extended his congratulations to Student Trustee Resendes upon being awarded with a 2008 YMCA Peace Medallion.
- c. Board Chaplain Fr. Brunet indicated that he was looking forward to concelebrating Mass with Bishop Daniels at the system-wide Together in Faith Day on November 28 and to celebrating Mass prior to the Organizational Meeting on December 9.

16. Remarks/Questions by Trustees

- Trustee Porcellini congratulated Student Trustee Resendes upon her receipt of the YMCA Peace Medallion, congratulated the Catholic Central Senior Girls on their basketball championship, thanked members of the St Angela Merici Catholic Womens’ League for their recent pasta dinner to raise funds for children’s winter garments, and inquired into the board’s involvement with the Program for International Student Assessment (PISA).
- Trustee Keane congratulated the Assumption Purple Raiders Senior Football team for their win in the WECSSAA’s Arnott Conference Finals, thanked members of the Care Committee for their generosity toward students in need throughout the school year and expressed his disappointment in the process utilized by administration in the placement of principals and vice principals.
- Trustee Holland expressed her appreciation in having Mayor Francis visit the students of H. J. Lassaline Catholic Elementary School as part of his announcement of the City of Windsor's plans for the Vancouver 2010 Olympic torch run.
- Trustee DiMenna thanked members of the organizing committee of the Long Service Banquet for providing a great evening for long term employees.
- Student Trustee Resendes thanked those who attended the YMCA 2008 Peace Medallion ceremony.

17. Pending Items:

- a. Notice of Motion (*Deferred to December 16, 2008*): 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.”

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 at 7:00 p.m.)
 - **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 November 25, 2008 adjourned at 8:20 p.m.

Approved.

Fred Alexander
Presiding Officer

John Macri
Board Chairperson

Joseph Berthiaume
Director of Education & Secretary-Treasurer