



**REGULAR BOARD MEETING**  
**Tuesday, February 10, 2009 at 7:00 p.m.**  
**Windsor Essex Catholic Education Centre**  
**John Paul II Boardroom**

**MINUTES**

**PRESENT**

**Trustees:**

F. Alexander, Chair	P. Keane
J. Courtney	J. Macri
M. DiMenna, Vice-Chair	S. Porcellini
B. Holland	L. Soulliere
C. Janisse	
C. Resendes, Student Trustee	
N. Lau, Student Trustee	
Rev. L. Brunet, Board Chaplain	

**Administration:**

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

**Recorder:**

D. Steffens

1. Call To Order - Chair Alexander called the meeting to order at 7:50 p.m.
2. Opening Prayer - Fr. Brunet opened the meeting with a prayer and reading of intentions.
3. Recording of Attendance - All trustees present.
4. Approval of Agenda

**Moved by Trustee DiMenna and seconded by Trustee Soulliere that the February 10, 2009 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. - None.

7. Presentations:

- a. Student Learning - K to 12 - Trustees received part one of a two part presentation providing an overview of the board programs in place to support Catholic Student Learning & Achievement. Specific initiatives included Special Education Initiatives, Literacy & Numeracy, Schools Helping Schools Initiative, Ontario Focused Intervention Partnership (OFIP) initiatives, teacher professional development opportunities, various classroom resources and student assessment and evaluation tools. Part two of the presentation will be brought to the Board in March.

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, January 27, 2009

**Moved by Trustee Holland and seconded by Trustee Janisse that the minutes of the Committee of the Whole Board In-Camera meeting of January 27, 2009 be adopted as distributed. Carried.**

- ii) Minutes of Regular Meeting, January 27, 2009

**Moved by Trustee Keane and seconded by Trustee Soulliere that the minutes of the Regular Board meeting of January 27, 2009 be adopted as distributed. Carried.**

- iii) Minutes of the Special Public Meeting of February 3, 2009

**Moved by Trustee DiMenna and seconded by Trustee Porcellini that the minutes of the Special Public Board meeting of February 3, 2009 be adopted as distributed. Carried.**

- b. Items from the Re-Convened In-Camera Meeting of January 27, 2009 and the In-Camera Meeting of February 10, 2009

Vice Chair DiMenna reported the Windsor-Essex Catholic District School Board re-convened a closed Committee of the Whole Board meeting on January 27, 2009 pursuant to the Education Act - Section 207, to consider personnel matters, real property matters and other matters permitted or required to be kept private and confidential under the Freedom of Information and Protection of Privacy Act. In addition, the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board meeting on February 10, 2009 pursuant to the Education Act - Section 207, to consider specific personnel, 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. Trustees Courtney, Keane, Macri and Porcellini declared a conflict of interest during the February 10, 2009 In-Camera Session and excused themselves 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 reconvened in-camera meeting of January 27, 2009 and its in-camera meeting of February 10, 2009 be approved. Carried.**

Vice Chair DiMenna made the following announcements:

From the re-convened in-camera meeting of January 27, 2009:

- receipt of a report on the in-camera portion of the Audit Committee Meeting of January 7, 2009

From the in-camera meeting of February 10, 2009:

- receipt of the Administrative Staff Report, dated February 10, 2009
- receipt of the Pending Arbitration Quarterly Summary Reports for the following employee bargaining groups - OECTA, CAW AND CUPE
- approval of the Non-Union Staff - Employment Terms and Conditions in accordance with the Provincial Discussion Table Framework.

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 February 10, 2009 for information. Carried.**

ii) Report: 2009 – 10 Budget Schedule

Trustees received the proposed 2009 - 10 Budget Schedule as outlined in Appendix A of the report. The schedule includes steps for soliciting input from school councils, committees as well as the general public.

**Moved by Trustee Porcellini and seconded by Trustee DiMenna that the Board receive the report on the 2009-10 Budget Schedule as information. Carried.**

iii) Report: Fundraising Principal Reporting Compliance - Follow-Up Report

A report on fundraising compliance in accordance with Board Policy SC:02 for the 2007-08 school year was considered by the Board on January 13, 2009. This follow-up report includes additional information on the various methods of reporting to school communities. Administration reported that the fundraising policy and procedure will be reviewed and amended in order to provide clarification and simplify the reporting processes.

**Moved by Trustee Porcellini and seconded by Trustee Courtney that the Board receive the *Fundraising Principal Reporting Compliance - Follow-up Report* as information. Carried.**

- iv) Report: Legal Services - December 2008  
**Moved by Trustee DiMenna and seconded by Trustee Soulliere that the Board receive the report Legal Services – December 2008 as information. Carried.**

11. Unfinished Business: Nil.

12. New Business:

a. Field Trips:

- i) Catholic Central High School - Chicago  
**Moved by Trustee Janisse and seconded by Trustee Porcellini that the Board approve the Catholic Central High School field trip to Chicago, Illinois from Thursday, May 7 – Saturday, May 9, 2009. Carried.**

b. Report: 2009 - 2014 System Priorities

Trustees received a report indicating that, at the beginning of 2008-2009 school-year a consultation process was undertaken to re-visit the Board's original strategic plan "*Blueprint for the Future*": System Priorities 2001-2006. An Ad Hoc Working Group was brought together to suggest possible refinements to the Board's Strategic Priorities to reflect the present and future needs of the board and its students. Following a consultation process, **Faith Development** and **Student Achievement** was identified as the system priorities of the board for 2009 - 2014. The document will be revisited on an annual basis to ensure the priorities reflect current needs in the system. Administration will report back with cost estimates for distribution in all parish bulletins during Easter weekend.

**Moved by Trustee Holland and seconded by Trustee Janisse that the Board approve the Windsor-Essex Catholic District School Board System Priorities 2009-2014. Carried.**

c. Report: Proposed Request for Proposal Process for External Audit Services

Trustees received a report indicating it is prudent practice to solicit proposals for professional services on a periodic basis and accordingly it is being recommended the Board proceed with a request for proposal (RFP) process to receive submissions from prospective vendors to provide external audit services to the Board for a five-year period. The RFP process will be conducted under the oversight of the Audit Committee as supported administratively by Business Department staff.

**Moved by Trustee Keane and seconded by Trustee Porcellini that the Board approve proceeding with a request for proposal process for external audit services. Carried.**

13. Committee Reports:

- a. Report: City School Board Liaison Meetings of October 16, 2008 and January 29, 2009  
**Moved by Trustee Janisse and seconded by Trustee Holland that the Board receive the Minutes of the October 16, 2008 City and School Boards Liaison Committee Meeting 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 the Board establish an Ad Hoc Committee to examine opportunities for system-wide and magnet programming to attract enrolment, and that the committee report back to the Board with recommendations by January 26, 2010.”*

15. Remarks and Announcements:

- a. Chairperson Alexander indicated that Trustees Janisse and Porcellini have been appointed to the French Immersion Advisory Standing Board Committee and thanked them for volunteering their time to sit on the Committee. Superintendent Geml provided a brief update of activities that have been taken over the past week in the transition to the county elementary French Immersion program to St. Mary school site. Chairperson Alexander noted that information concerning the City of Windsor’s upcoming review of ward boundaries has been distributed to trustees for information. Superintendent Iatonna and Trustee Porcellini will attend an interview session for stakeholders later in February. Trustee Alexander commended the Director on his 2008 Annual Report to the Community, commented on his attendance at the JK / SK and Student Pathways display at Devonshire Mall and congratulated the teaching team at St. Alexander Catholic Elementary School upon being nominated for the Premier’s Awards for Teaching Excellence.
- b. Director of Education Joseph Berthiaume provided comment on the following activities that support the pillars of the Board’s strategic plan: student achievement initiatives, Catholic faith formation, community partnerships, and employee development; and, provided an update on the Ministry of Education initiative to conduct Operational Reviews of all school boards. Additional information on the schedule for this Board’s review will be provided to trustees at the February 24 Board meeting. Director Berthiaume reported that the Newcomer Reception Centre, a partnership between the New Canadian Centre of Excellence and Windsor-Essex Catholic District School Board, has registered and assessed a total of 71 secondary English Language Learners (ELL’s) and 62 elementary ELL’s.
- c. Board Chaplain Fr. Brunet commended Chair Alexander and the Director on the letter being sent out this week to the system asking for support and understanding for the many people that are affected in our community by the downturn in the local economy.

16. Remarks/Questions by Trustees

- Trustee Janisse inquired into the status of the points of concern presented at the February 3 Special Board meeting by the St. Mary Catholic School Advisory Council. The Chair indicated that the concerns will be forwarded to the French Immersion Advisory Committee for their review and recommendation to the Board. Trustee Janisse left the meeting at 9:08 p.m. due to a commitment.
- Trustee Holland thanked Fr. Larry Brunet for his continuing support and good counsel to the Board of Trustees.
- Trustee Keane reminded everyone to take a moment this month to contact Ministry officials to provide comments on the Detroit River International Crossing (DRIC) Study Team’s Environmental Assessment and to encourage officials to be involved to ensure the best cross border solution for the Windsor Essex communities.

- Trustee Porcellini requested an estimated costing for distributing the revised system priorities in all parish bulletins at Easter weekend and asked that, in the current review of the Purchasing policies and procedures, consideration be given to including notification to trustees when outsourcing goods or services out of province.
- Trustee Courtney requested that extra consideration be taken when planning field trips given the economic conditions.
- Student Trustee Resendes commented on recent Student Senate meetings and the activities for Youth Week Canada that is being held in Windsor this year.
- Student Trustee Lau commented on his attendance at a Special Olympics presentation held by the City of Windsor and indicated that the Student Senate will be supporting the event by fundraising and volunteering activities.

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, 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 February 10, 2009 adjourned at 9:18 p.m.

*Approved.*

***Fred Alexander***  
*Board Chairperson*

***Joseph Berthiaume***  
*Director of Education & Secretary-Treasurer*