



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

REGULAR BOARD MEETING
Tuesday, March 30, 2010 at 7:00 p.m.
Windsor Essex Catholic Education Centre
John Paul II Boardroom

MINUTES

PRESENT

Trustees: F. Alexander, Chair
J. Courtney
M. DiMenna, Vice-Chair (*participated electronically*)
C. Janisse
N. Timperio, Student Trustee
Rev. L. Brunet, Board Chaplain
P. Keane
J. Macri
L. Soulliere

Regrets: Trustee Porcellini, Trustee Holland and Student Trustee Wolinski

Administration: J. Berthiaume (Resource)
C. Geml
M. Iatonna
P. Picard
L. Staudt
J. Braido
J. Bumbacco
E. Byrne
P. Murray
S. O'Hagan-Wong
J. Shea

Recorder: B. Marshall

1. Call To Order - Chair Alexander called the meeting to order at 7:21 p.m.
2. Opening Prayer - Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance - Trustee DiMenna participated electronically. Trustee Porcellini sent regrets due to a scheduling conflict. Trustee Holland sent regrets due to a family member's illness. Student Trustee Wolinski sent regrets due to academic commitments.
4. Approval of Agenda

Amendments: Chair Alexander noted the following:

- Agenda item 10b (i) Administrative Staff Report, Employees reported under Resignations should be reported as Retirements.
- Agenda item 10b (iv) 2009-2010 Budget Status has been deleted from the agenda and will be presented at a future meeting.
- Agenda item 10b (vi) 2009 -2010 Capital Renewal Program Status has been deleted from the agenda and will be presented at a future meeting.
- Handout for agenda item 10b (v) 2009-2010 School Budget Status is at trustee places.

Moved by Trustee Keane and seconded by Trustee DiMenna that the March 30, 2010 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. Principal's Report on Student Achievement - Principal Joe Bacchetti was present to provide an overview of the strategies and initiatives in place at St. Anthony Catholic Elementary School to support faith development and student achievement.
 - b. Principals and Vice Principals Association (WEPVPA) members Karen Drago and John Ulicny presented to the board the itinerary of the Catholic Principals' Council of Ontario (CPCO) Annual General Meeting/Conference being held April 22 -24, 2010 at Caesars Windsor. WEPVPA is hosting this event.
 - c. Diane Tope-Ryan, Program Specialist updated trustees on the progress of the Peers Establishing Effective Relationships (PEER) Pals program and its effectiveness in the schools at both the elementary and secondary level.
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, March 9, 2010

Moved by Trustee Soulliere and seconded by Trustee Janisse that the minutes of the Committee of the Whole Board In-Camera meeting of March 9, 2010 be adopted as distributed. *Carried*

- ii) Minutes of Regular Board Meeting, March 9, 2010

Moved by Trustee Macri and seconded by Trustee Keane that the minutes of the Regular Board meeting of March 9, 2010 be adopted as distributed. *Carried*

b. Items from the In-Camera Meeting of March 30, 2010

Due to Vice-Chair DiMenna participating electronically, Trustee Soulliere reported that the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board meeting on March 30, 2010 pursuant to the Education Act - Section 207, to consider specific personnel, 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. Trustee Macri and Trustee Porcellini declared a conflict of interest during the In-Camera Session and excused themselves from the relevant discussion item.

Moved by Trustee Soulliere and seconded by Trustee Janisse that the recommendations and directions of the Committee of the Whole Board at its in-camera meeting of March 30, 2010 be approved. Carried

Trustee Soulliere made the following announcements:

from the March 30, 2010 Committee of the Whole Board in-camera meeting

- receipt of the Administrative Staff Report on hiring, leave of absence, return from leave of absence, retirement and resignation of staff, dated March 30, 2010
- receipt of a report on the in-camera portion of the Audit Committee Meeting of March 4, 2010
- appointment of Lena Brunone, Science Department Head at F. J. Brennan Catholic Secondary School effective September 1, 2010
- the following Elementary and Secondary Vice Principal Appointments for September 2010 were announced:

Elementary:

- Jeff Fairlie, Anna T. Mancini, Tania Sorge, Tina Tuer, Bob Flanagan, Mike Pio, Jackie O'Bright, Maggie Kobrosli, Kevin Roberts and David Bishop

Secondary:

- Genevieve Cano, Jim Kittl, Amy Facchineri, Cynthia Facchinato, Darlene Cossarini-Mascaro, Danielle Koloff, Doug Sadler, and Laura Beltran.

10. Communications:

- a. External (Associations, OCSTA, Ministry): None
- b. Internal (Reports from Administration):
 - i) Report: Administrative Staff Report

A correction to the report was noted as follows: Employees reported under Resignations should be reported as Retirements.

Moved by Trustee Janisse and seconded by Trustee Macri that the Board receive the Administrative Staff Report on hiring, retirement and resignation of staff dated March 30, 2010 as information. Carried

- ii) Report: Amended Administrative Procedures H:01D Staff Performance Management Union Staff and Amended Administrative Procedures H:01E Staff Performance Management Non-Union Staff

Moved by Trustee Soulliere and seconded by Trustee Janisse that the Board receive amended administrative procedures H:01D Staff Performance Management Union Staff and H:01E Staff Performance Management Non-Union Staff as information.

Carried

- iii) Report: Appointment of Student Trustees for the 2010-2011 School Year

Moved by Trustee Courtney and seconded by Trustee Keane that the Board receive the appointment of Mackenzie Colman of F.J. Brennan Catholic High School and Laura Limarzi of Assumption College School as Student Trustees for the 2010 - 2011 school year as information. *Carried*

- iv) Report: 2009-2010 Budget Status - *Deleted and presented at a future meeting.*

- v) Report: 2009-2010 School Budget Status (*Handout at trustee places*)

Moved by Trustee Macri and seconded by Trustee Janisse that the Board receive the 2009-2010 School Budget Status report as information. *Carried*

- vi) Report: 2009-2010 Capital Renewal Program Status - *Deleted and presented at a future meeting.*

- vii) Report: Long Term Debenture By-Law - Good Places to Learn Stage 3 and Capital Priorities Programs

**Windsor-Essex Catholic District School Board
BY-LAW NUMBER 2010-1**

A by-law to authorize a loan from the Ontario Financing Authority in the principal amount of \$2,592,313 pursuant to a loan agreement under section 7 of Ontario Regulation 41/10

WHEREAS subsection 247 (1) of the *Education Act* R.S.O. 1990, c. E.2, as amended (the “*Education Act*”) and the regulations made thereunder, provides that, subject to any other provision of the *Education Act* and, specifically, the regulations made under subsections 242 (1) and 247 (3) of the *Education Act*, a district school board may by by-law borrow money or incur debt for permanent improvements and may issue or execute any instrument prescribed under clause 247 (3) (f) of the *Education Act* in respect of the money borrowed or the debt incurred;

AND WHEREAS section 7 of Ontario Regulation 41/10 (the “**Regulation**”), provides that (1) a board may by by-law borrow money for permanent improvements by way of a loan from the Ontario Financing Authority with an initial maturity of more than one year and that (2) a board that obtains a loan mentioned in subsection 7 (1) shall ensure that the proceeds of it are used for permanent improvements;

AND WHEREAS the Windsor-Essex Catholic District School Board, which under the *Education Act* constitutes a district school board (the “**Board**”), has undertaken urgent and high priority renewal projects at schools of the Board listed in any one or more of: (i) Appendix B of the document entitled “Good Places to Learn: Stage 1 Funding Allocation”; (ii) Appendix C of the document entitled “Good Places to Learn: Stage 2 Funding Allocation”; (iii) Appendix B of the

document entitled “Good Places to Learn: Stage 3 Funding Allocation”; and (iv) Appendix B of the document entitled “Good Places to Learn: Stage 4 Funding Allocation”, some of which projects are described in Schedule “A” attached to the Loan Agreement, as hereinafter defined (individually a “GPL Eligible Project”, collectively the “GPL Eligible Projects”) and pursuant to Ontario Regulation 155/09, each GPL Eligible Project constitutes a “permanent improvement” as defined in subsection 1(1) of the *Education Act*. In the event that the Board will borrow the principal amount specified in paragraph 2.1 under the said Loan Agreement in respect of a single GPL Eligible Project, the term “GPL Eligible Projects” means that GPL Eligible Project;

AND WHEREAS the Board, has undertaken capital projects involving capital projects to provide for construction projects described in Column 3 of Table 22.1 of Ontario Regulation 155/09, in the municipalities set out in Column 2 of that Table opposite the name of the Board, and under the CP Program has undertaken projects, some of which projects are described in Schedule “A-5” attached to the Loan Agreement, as hereinafter defined (individually a “CP Eligible Project”, collectively the “CP Eligible Projects”) and each CP Eligible Project constitutes a “permanent improvement” as defined in subsection 1(1) of the *Education Act*. In the event that the Board will borrow the principal amount specified in paragraph 2.1 under the said Loan Agreement in respect of a single CP Eligible Project, the term “CP Eligible Projects” means that CP Eligible Project;

AND WHEREAS the GPL Eligible Projects and the CP Eligible Projects are collectively referred to as the “Eligible Projects”. In the event that the Board will borrow the principal amount specified in paragraph 2.1 under the said Loan Agreement in respect of a single Eligible Project, the term “Eligible Projects” means that Eligible Project;

AND WHEREAS the Board has in part financed the Eligible Projects by way of temporary borrowing from a financial institution or from a reserve account of the Board and the Board intends to borrow money from the Ontario Financing Authority for the purpose of financing the Eligible Projects on a long-term basis, and in this connection the Board intends to borrow by way of a loan with an initial maturity of more than one year from the Ontario Financing Authority the principal amount of \$2,592,313 (the “**Loan**”) pursuant to a loan agreement in the form attached hereto as Schedule “A” (the “**Loan Agreement**”) which Loan constitutes an instrument prescribed under clause 247 (3) (f) of the *Education Act* and which sets out the terms and conditions on which the Ontario Financing Authority will make the Loan available to the Board;

NOW THEREFORE THE WINDSOR-ESSEX CATHOLIC DISTRICT SCHOOL BOARD ENACTS AS FOLLOWS:

- 1.** The Board hereby authorizes the Loan on the basis that it constitutes a loan under section 7 of the Regulation and authorizes the entering into of the Loan Agreement that is prescribed for the purposes of clause 247(3)(f) of the *Education Act*.
- 2.** The Board is hereby authorized to enter into the Loan Agreement pursuant to which the Loan will be made available to the Board and the Chair of the Board and the Treasurer of the Board are hereby authorized to execute for and on behalf of the Board the Loan Agreement which provides for instalments of combined (blended) principal and interest as hereinafter set forth, substantially in the form of Schedule “A”, with such changes thereto as may be suggested by the Ontario Financing Authority and as such authorized officials of the Board shall approve.
- 3.** The Director of Education of the Board, the Treasurer of the Board and any other financial officer of the Board are hereby each individually authorized generally to do all things and execute all other documents, instruments and agreements in the name of the Board in order to give effect to the Loan Agreement.

4. The Loan shall be paid in instalments of combined (blended) principal and interest over a 25 year amortization period on the specified dates set out in Schedule "B" to the Loan Agreement with the first interest only payment on May 15, 2010 and thereafter instalments of combined (blended) principal and interest to November 15, 2034 in each of the years during the currency of the Loan as set forth in such schedule with the final payment on April 13, 2035. The Loan shall bear interest at the rate of 5.232 % on the outstanding principal amount owing thereunder from time to time from the date thereof, which interest shall be payable in arrears as part of the instalments of combined (blended) principal and interest payable on such days in each year of the currency of the Loan as are set out in Schedule "B" to the Loan Agreement.

5. In accordance with the provisions of the *Education Act* and the regulations made thereunder, during the currency of the Loan, the Board shall provide in its estimates for each fiscal year for setting aside out of its general revenue in the fiscal year the amount necessary to pay the principal and interest coming due on the Loan in the fiscal year and, on or before each due date in each such year, the Board shall pay out of its general revenue the principal and interest coming due on the Loan in the year. Such sums of principal and interest payable on the Loan shall be provided for in accordance with subsection 247(5) of the *Education Act*. Subject to the foregoing, on or before each due date in each year during the currency of the Loan, the Board shall pay out of its general revenue the amount necessary to pay the specific sums of principal and interest payable on the Loan shown for the respective year as set forth in Schedule "B" to the Loan Agreement; but such amount shall be paid out of the Board's general revenue only to the extent required after taking into account funds available from other sources.

6. Any amounts payable by the Board in respect of the Loan including interest on overdue principal and interest in respect of the Loan together with fees and other amounts payable by the Board under the Loan Agreement, if applicable, shall be paid out of the Board's general revenue or any other available funds.

7. The proceeds of the Loan, shall be used to finance the Eligible Expenditures, as defined in the Loan Agreement, in respect of the Eligible Projects on a long-term basis and for no other purpose except as permitted by the *Education Act* and the regulations made thereunder.

READ AND FINALLY PASSED this 30th day of March, 2010

Moved by Trustee Macri and seconded by Trustee Janisse that the Board approve the execution of By-Law 2010-1 deemed to be read three times pertaining to the loan agreement between the Ontario Financing Authority and the Windsor-Essex Catholic District School Board in the amount of \$2,592,313 for the long term financing of expenditures incurred up to August 31, 2009 related to the Good Places to Learn Stage 3 Program and to the Capital Priorities Program. Carried

viii) Verbal Report: Transportation Consortium Update

Superintendent Iatonna, informed trustees of the board's moderate rating from the Transportation Effective and Efficiency review resulting in 1% decrease in the Grants for Student Needs. Administration intends to fulfill all the E & E requirements to receive a higher rating eliminating the reduction in 2010-11 year. Superintendent Iatonna also mentioned the parent information nights are being scheduled and will provide the trustees with the dates via email.

11. Unfinished Business: None.

12. New Business:

a. Field Trips:

- i) Report: Assumption College Secondary School - Washington, DC, June 3-6, 2010

Moved by Trustee Janisse and seconded by Trustee Macri that the Board approve the Assumption College Secondary School's field trip to Washington, D.C. from June 2 to June 6, 2010. Carried

- ii) Report: St. Thomas of Villanova Secondary School - Louisville, Kentucky, April 22 - 29, 2010

Moved by Trustee Janisse and seconded by Trustee Macri that the Board approve the St. Thomas of Villanova Secondary School's field trip to Louisville, Kentucky from April 22, to 29, 2010. Carried

- iii) Report: Assumption College Secondary School - Cedar Point, Sandusky, OH, May 24, 2010

Moved by Trustee Janisse and seconded by Trustee Macri that the Board approve the Assumption College Secondary School's field trip to Cedar Point in Sandusky, Ohio, May 24, 2010. Carried

- b. Report: Board Policy Review (*approval in principal*) Draft Amended Policy A:01 Policy Development, Approval and Review Process

Moved by Trustee Macri and seconded by Trustee Soulliere that the Board approve, in principle, Draft Amended Board Policy A:01 Policy Development, Approval and Review Process. Carried

- c. Report: Appointment of Mary Ferguson, Community Living Essex County to Special Education Advisory Committee (SEAC)

Moved by Trustee Courtney and seconded by Trustee Soulliere that the Board approve the appointment of Mary Ferguson, Community Living Essex County to the Special Education Advisory Committee (SEAC) for the balance of the four-year term, December 1, 2006 to November 30, 2010. Carried

- d. Report: Regular Board Meetings for the Months of July/August 2010 and for the 2010-2011 School Year

Moved by Trustee Janisse and seconded by Trustee Macri that any additional meetings of the Board of Trustees for the months of July and August be held at the call of the Chair; and, that the Board adopt the attached schedule of Regular Board meetings for the 2010 – 2011 School Year as presented. Carried

13. Committee Reports:

- a. Report: Elementary School Council - Umbrella Group Meeting March 2, 2010

Moved by Trustee Courtney and seconded by Trustee Soulliere that the Board receive the report of the March 2, 2010, Elementary School Council – Umbrella Group meeting as information. Carried

- b. Report: Audit Committee Report - Notes from the Meeting of March 4, 2010

Moved by Trustee Janisse and seconded by Trustee Soulliere that the Board receive the Notes from the Audit Committee Meeting of March 4, 2010 as information. Carried

14. Notice of Motion: None

15. Remarks and Announcements:

- a. Chairperson Alexander extended from the board congratulations to WEPVPA on their conference and also sent his congratulations to the new student trustees.
- b. Director of Education Berthiaume provided comment on recent activities supporting the Board's strategic priorities namely;
Faith Development: Easter celebrations throughout the schools.
Student Achievement and Employee Development: Learning for all K-12, Half day in-service for elementary and secondary teachers March 25th; Grade 9 Religion teachers and teachers of Essential classes, half day in-service in March; Family of schools meetings in April; Presented at the Windsor-Regional Science, Technology and Engineering Fair held March 27 & 28, 2010 at the University of Windsor, congratulated our school winners; School visits at Our Lady of Annunciation and Holy Cross
Community Engagement and Partnerships: Teachers Have Heart Charity Gala is April 17th in support of the Jumpstart Student Nutrition Program
Celebrating Achievements: Congratulations of Anthony Dadamo from Holy Names Catholic Secondary School who received a full ride Golf Scholarship of Alabama State University and will study at the Faculty of Education; Welcomed new student trustees.
Director Berthiaume wished everyone a blessed and happy Easter.
- c. Board Chaplain - Fr. Paul Charbonneau's funeral was very well represented.

16. Remarks/Questions by Trustees

Trustee Janisse commented on the presentations and wished everyone and their families a happy Easter.

Trustee Keane wished all a holy Easter weekend.

Trustee DiMenna also wished everyone a happy Easter.

Trustee Macri wished staff and students a happy Easter.

Student Trustee Timperio attended the student senate retreat elections of student trustees and mentioned the Co-terminous student senate meeting is being held March 31st.

17. Pending Items

- a. Draft Board Policy H:07 Selection Process - Principals and Vice Principals (*deferred March 10, 2009*)
- b. Deferred Report: Play Surface Material Standard – Rubber (*deferred from April 28, 2009*)

18. Continuation of In-Camera, if required. - 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 with the In-Camera Session beginning at 6:00 p.m. and the Public Session beginning at 7:00 p.m.*
- Tuesday, April 13, 2010
 - Tuesday, April 27, 2010
 - Tuesday, May 11, 2010
 - Tuesday, May 25, 2010
 - Tuesday, June 8, 2010
 - **Monday**, June 21, 2010
20. Closing Prayer – Fr. Brunet closed the meeting with a prayer.
21. Adjournment - There being no further business, the Regular Board meeting of March 30, 2010 adjourned at 8:48 p.m.

Approved
Fred Alexander
Board Chairperson

Joseph Berthiaume
Director of Education & Secretary-Treasurer