



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

**REGULAR BOARD MEETING**  
**Tuesday, July 27, 2010 at 7:00 p.m.**  
**Windsor Essex Catholic Education Centre**  
**John Paul II Boardroom**

**MINUTES**

**PRESENT**

**Trustees:** F. Alexander, Chair P. Keane  
M. DiMenna, Vice-Chair J. Macri  
B. Holland L. Soulliere  
  
Rev. L. Brunet, Board Chaplain

**Regrets:** Trustee Courtney, Trustee Janisse and Trustee Porcellini

**Administration:** J. Berthiaume (Resource) J. Bumbacco  
C. Geml J. Braido  
M. Iatonna E. Byrne  
P. Picard P. Murray  
L. Staudt

**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 Courtney sent regrets due to her vacation. Trustee Janisse sent his regrets. Trustee Porcellini sent her regrets due to a family commitment.
4. Approval of Agenda

Amendments: Item 12c 2010 Municipal Election - Compliance Audit Committee and 12d Holy Names Catholic Secondary School Sports Field are presented for approval, not information.

ADDITION: 12h Early Learning Extended Day Fees. A Walk-On report is at trustee places and was previously provided to trustees electronically.

**Moved by Trustee Keane and seconded by Trustee Macri that the July 27, 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: None
8. Delegations: None
  - a. Delegation Regarding Items Not on the Agenda
  - b. Delegations Regarding Items On the Agenda
9. Action Items:
  - a. Approval of Minutes
    - i) Minutes of In-Camera Meeting, June 21, 2010

**Moved by Trustee Holland and seconded by Trustee DiMenna that the minutes of the Committee of the Whole Board In-Camera meeting of June 21, 2010 be adopted as distributed. Carried**

- ii) Minutes of Regular Board Meeting, June 21, 2010

**Moved by Trustee Keane and seconded by Trustee Soulliere that the minutes of the Regular Board meeting of June 21, 2010 be adopted as distributed. Carried**

- b. Items from the in-camera meeting July 27, 2010

Vice Chair DiMenna reported that the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board meeting on July 27, 2010 pursuant to the Education Act - Section 207, to consider specific personnel, real property matters, potential litigation 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 declared a conflict of interest during the In-Camera Session and excused himself from the relevant discussion items.

**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 July 27, 2010 be approved. Carried**

Vice Chair DiMenna made the following announcements:

from the July 27, 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 July 27, 2010
- the following department heads effective September 1, 2010:
  - Charles Reynolds as Technological Studies Department Head at Catholic Central Secondary School
  - Brad Chambers as Technological Studies Department Head at Cardinal Carter Secondary School
  - Jessica Owchar as Arts Department Head at St. Joseph Secondary School
  - Danielle Koppeser as English Department Head at St. Joseph Secondary School

- the following centrally assigned appointments effective September 1, 2010:
  - Elaine Carr as Secondary Consultant Differentiated Instruction - Art/Social Sciences
  - Michel St. Pierre as Secondary Consultant Differentiated Instruction - Experiential Learning
  - Mona Taouil as Elementary Student Work Study Teacher
  - Joe Sisco as Secondary E-Learning Consultant
- the selection of Ben Soulliere as the Foreperson - Custodial Services
- the selection of Patrick Murray as the Assistant Superintendent of Human Resources

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 Macri that the Board receive the Administrative Staff Report on hiring, retirement and resignation of staff dated July 27, 2010 as information. Carried**

- ii) Report: Legal Services - May 2010

**Moved by Trustee Holland and seconded by Trustee DiMenna that the Board receive the report Legal Services – May 2010 as information. Carried**

- iii) Report: 2010-11 Budget

Superintendent Iatonna presented a 2010-11 Budget update. In conjunction with the Ministry, administration continues to work at resolving past years' financial issues and will report back to the board with the final Budget at the August 31, 2010 meeting. Trustee Soulliere would like the business department to consider the Audit Committee's budget suggestions.

**Moved by Trustee Holland and seconded by Trustee DiMenna that the Board receive the report from administration on the 2010-11 Budget development as information. Carried**

11. Unfinished Business: None

12. New Business:

- a. Field Trips:
  - i) St. Thomas of Villanova Catholic Secondary School - Field Trip to Findlay, Ohio  
January 7, 2011

**Moved by Trustee Keane and seconded by Trustee DiMenna that the Board approve the St. Thomas of Villanova's Catholic Secondary School's field trip to Findlay, Ohio, January 7, 2011. Carried**

- b. Report: Board Policy Review (*final approval*) New Policy SC:19 Environmental Education

**Moved by Trustee Macri and seconded by Trustee Holland that the Board provide final approval to Draft New Board Policy SC:19 Environmental Education. and, that the Board receive Administrative Procedure Pr SC:19 Environmental Education as information. Carried**

- c. Report: 2010 Municipal Election - Compliance Audit Committee

A correction to the report, the advertisement in *The Windsor Star* will be placed July 31<sup>st</sup>, not July 24<sup>th</sup> as indicated.

**Moved by Trustee Macri and seconded by Trustee DiMenna that the Board approve the establishment of a compliance audit committee in accordance with the provisions of the Municipal Elections Act, 1996, as amended, to be composed of three members, and that administration be authorized to solicit applicants for membership on the committee, with a list of applicants to be submitted to the Board for consideration prior to the October 1, 2010 deadline. Carried**

- d. Report: Holy Names Catholic Secondary School Sports Field

Principal Kevin Hamlin and teacher Dan Bishop presented to the board the possibility of a Multi-Purpose Athletic Facility at Holy Names Catholic Secondary School. Consideration was given to the cost, upkeep, and potential community partners.

**Moved by Trustee Macri and seconded by Trustee Keane that the Board approve proceeding with a request for proposal process for improvements to the Holy Names Secondary School sports field, with a further report to be submitted to the Board regarding the outcome of the process. Carried**

- e. Report: Tender Approval - Holy Names Catholic Secondary School Unit Ventilators

**Moved by Trustee Soulliere and seconded by Trustee Holland that *the following Board motion be entered into the Minutes, as a matter of record:* Moved by Trustee Alexander and seconded by Trustee DiMenna that the Board approve the award of tender and the issuance of a purchase order contract for the installation of new unit ventilators in existing Port-a-Pak units at Holy Names Secondary School to Rose City Electric Limited at the submitted bid amount of \$163,776.00, including PST and excluding GST to be funded from Energy Efficiency Grant account 070-79-551010-6-258. Carried**

- f. Report: Request for Proposal (RFP) - Asbestos Removal at Catholic Central Secondary School

**Moved by Trustee Soulliere and seconded by Trustee DiMenna that *the following Board motion be entered into the Minutes, as a matter of record,* “Moved by Trustee Alexander and seconded by Trustee DiMenna that the Board approve the issuance of a purchase order contract pursuant to the Request For Proposal (RFP) for Asbestos Removal at Catholic Central Secondary School to JoBi Construction Ltd. for the base amount of \$259,700.00 plus applicable taxes to be funded from Good Places to Learn Stage 3 (GPL3). Carried**

- g. Report: Special Education Plan Amendments 2010

**Moved by Trustee Macri and seconded by Trustee DiMenna that the Board approve the Special Education Plan Amendments for 2010. Carried**

- h. WALK-ON Report: Early Learning Extended Day Fees

**Moved by Trustee Macri and seconded by Trustee DiMenna that the Board approve the 2010-11 fees for the extended day component of the early learning program and that confirmation of the fees be submitted to the Ministry of Education as required. Carried**

13. Committee Reports:

- a. Employee Benefit Committee Report - Notes from the Meeting of June 18, 2010

**Moved by Trustee Soulliere and seconded by Trustee Keane that the Board receive the Notes from the Employee Benefit Committee Meeting of June 18, 2010 as information. Carried**

14. Notice of Motion; None

15. Remarks and Announcements:

- a. Chairperson Alexander remarked on Director Berthiaume's last board meeting, wished him well, and thanked him for his dedication to the Windsor-Essex Catholic District School Board.
- b. Director Berthiaume thanked the Board of Trustees. He also congratulated Patrick Murray on his Assistant Superintendent of Human Resources appointment.
- c. Board Chaplain had no comment.

16. Remarks/Questions by Trustees

Trustee Macri also congratulated Director Berthiaume.

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*)
- c. Deferred and Revised Report: B:08 Facility Partnership

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 with the In-Camera Session beginning at 6:00 p.m. and the Public Session beginning at 7:00 p.m.*

- Tuesday, August 31, 2010
- Tuesday, September 14, 2010
- Tuesday, September 28, 2010
- Tuesday, October 12, 2010
- Tuesday, October 26, 2010
- Tuesday, November 9, 2010
- Tuesday, November 23, 2010
- Tuesday, December 7, 2010 (*Mass at 6:45 p.m., Organizational Meeting - 7: 30 p.m.*)
- Tuesday, December 14, 2010

20. Closing Prayer – Fr. Brunet closed the meeting with a prayer.
21. Adjournment - There being no further business, the Regular Board meeting of July 27, 2010 adjourned at 8:25 p.m.

*Approved*

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

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