



1325 California Avenue
Windsor, ON N9B 3Y6
CHAIRPERSON: Fred Alexander
INTERIM DIRECTOR OF EDUCATION: Paul A. Picard

REGULAR BOARD MEETING
Tuesday, December 14, 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
F. Favot
M. Colman, Student Trustee
L. Limarzi, Student Trustee
Rev. L. Brunet, Board Chaplain
J. Macri (*electronically*)
B. Mastromattei
J. McMahon
L. Soulliere

Regrets: Trustee Holland

Administration: P. Picard (Resource)
J. Bumbacco
C. Geml
M. Iatonna
J. Braido
P. Littlejohns
S. O'Hagan-Wong
J. Shea
M. Seguin
J. Ulicny

Recorder: B. Marshall

1. Call To Order - Chair Alexander called the meeting to order at 7:44 p.m.
2. Opening Prayer - Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance - Trustee Macri participated electronically and Trustee Holland sent her regrets due to a family funeral.
4. Approval of Agenda - Chair Alexander noted that the handout for item 10b (iv) Director's Annual Report to the Community is at trustee places.

Moved by Trustee DiMenna and seconded by Trustee Favot that the December 14, 2010 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. 2010-11 Vice Chair's Address - Mary DiMenna

Vice-Chair DiMenna briefly addressed her fellow trustees and members of the audience thanking her fellow trustees for their trust, faith and support and indicated she is looking forward to another year of working together to serve the Catholic education community of Windsor and Essex County.

- b. Student Mental Health - Social Work Delivery Model

Superintendent Geml, Consultant for Student Mental Health Mary-Lou Cortese and Social Worker Mary Ellen Bevan presented the Student Mental Health and Well Being initiative. The focus includes a broader approach for students and staff to recognize and cope with mental illness and in doing so decrease anxiety, stress, and build problem solving skills to carry through their lives.

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, November 23, 2010

Moved by Trustee DiMenna and seconded by Trustee Favot that the minutes of the Committee of the Whole Board In-Camera meeting of November 23, 2010 be adopted as distributed. Carried

- ii) Minutes of Regular Board Meeting, November 23, 2010

Moved by Trustee Courtney and seconded by Trustee Soulliere that the minutes of the Regular Board meeting of November 23, 2010 be adopted as distributed. Carried

- iii) Minutes of Organizational Meeting, December 7, 2010

Moved by Trustee McMahon and seconded by Trustee Mastromattei that the minutes of the Regular Board meeting of December 7, 2010 be adopted as distributed. Carried

- b. Items from the convened In-camera meeting December 14, 2010

Vice Chair DiMenna reported that the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board meeting on December 14, 2010 pursuant to the Education Act - Section 207, to consider specific personnel, labour relations 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.

Moved by Trustee DiMenna and seconded by Trustee Favot that the recommendations and directions of the Committee of the Whole Board at its in-camera meeting of December 14, 2010 be approved. Carried

Vice Chair DiMenna made the following announcements:

from the December 14, 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 December 14, 2010

10. Communications:

a. External (Associations, OCSTA, Ministry)

- i) Memorandum from Ontario Catholic School Trustees' Association (OCSTA) dated November 11, 2010 re: Catholic Education Week May 1-6, 2011

Moved by Trustee Soulliere and seconded by Trustee DiMenna that the Board receive the Memorandum from Ontario Catholic School Trustees' Association (OCSTA) dated November 11, 2010 re: Catholic Education Week May 1-6, 2011 as information. Carried

- ii) Memorandum Ontario Catholic School Trustees' Association (OCSTA) dated December 3, 2010 re: Bill 122 - Broader Public Sector Accountability Act, 2010

Moved by Trustee DiMenna and seconded by Trustee McMahon that the Board receive the Memorandum Ontario Catholic School Trustees' Association (OCSTA) dated December 3, 2010 re: Bill 122 - Broader Public Sector Accountability Act, 2010 as information. Carried

- iii) Letter from Leona Dombrosky, Minister of Education dated December 3, 2010 re: Grants for Student Needs (GSN) consultation for the 2011-12 School Year

Moved by Trustee Soulliere and seconded by Trustee Favot that the Board receive the letter from Leona Dombrosky, Minister of Education dated December 3, 2010 re: Grants for Student Needs (GSN) consultation for the 2011-12 School Year as information. Carried

b. Internal (Reports from Administration):

- i) Report: Administrative Staff Report

Moved by Trustee Courtney and seconded by Trustee DiMenna that the Board receive the Administrative Staff Report on hiring, retirement and resignation of staff dated December 14, 2010 as information. Carried

- ii) Report: Legal Services - November 2010

Moved by Trustee Soulliere and seconded by Trustee McMahon that the Board

receive the report Legal Services – November 2010 as information. Carried

iii) Verbal Report: Fiscal Year-End Financials

Superintendent Iatonna updated trustees on the status of the Year-End Financials. The Ministry recently extended the financial statements deadline to December 31, 2010. Administration is in the process of considering asking the Ministry for a further extension into January. If the Ministry does not grant the extension and if the December 31, 2010 deadline is not met, the Ministry may impose a penalty by reducing the Board's monthly transfer payments by 50% beginning in January until the submission of statements is complete.

iv) Verbal Report: Director's Annual Report to the Community (Handout)

A copy of the Director's Annual Report to the Community - 2010 was distributed to trustees. The report will then be submitted to the Ministry's Regional office where it will be reviewed prior to the availability to the community in January.

11. Unfinished Business: None

12. New Business:

a. Field Trips:

- i) Report: Assumption Catholic Secondary School - Field Trip to Quebec City, February 2-5, 2011

Moved by Trustee Favot and seconded by Trustee DiMenna that the Board approve the Assumption Secondary School field trip to Quebec City February 2-5, 2011. Carried

b. Report: Tender - Janitorial Supplies 2010-11

Moved by Trustee Soulliere and seconded by Trustee Mastromattei that the Board approve the award of tender and the issuance of purchase order contracts for Janitorial Supplies to International Supply Systems Inc., Champion Products, Holland Cleaning Solutions Ltd., Merchants Paper Company Ltd., Swish Maintenance Ltd., Checker Industrial Ltd., and Staples Advantage as a charge to Plant Operation Supplies accounts 000-40-340000-1-000, 000-40-340000-4-000, 000-40-340000-5-000 and 000-44-340000-6-000. Carried

c. Report: Ontario Association of Parents in Catholic Education (OAPCE) 2011 Annual Membership Fees

Moved by Trustee McMahon and seconded by Trustee Soulliere that the Board approve payment of the Ontario Association of Parents in Catholic Education (OAPCE) 2011 annual membership fees for 40 elementary school councils and 8 secondary school councils in the amount of \$68.00 per school (\$3,264.00 total) to be charged to the Membership Fees account (000-33-701000-6-000-0). Carried

13. Committee Reports:

- a. Report: Elementary School Council - Umbrella Group Meeting of October 19, 2010

Moved by Trustee Courtney and seconded by Trustee DiMenna that the Board receive the report of the October 19, 2010, Elementary School Council – Umbrella Group meeting as information. Carried

- b. Verbal Report: City and Schools Liaison Committee Meeting of November 30, 2010

Superintendent Iatonna updated trustees on the recent City and Schools Liaison Committee meeting. Three main items were discussed:

- a draft a protocol with respect to a site plan control process for the installation of new school portables
- proposed changes to the Ontario Building code with respect to fire hose cabinets in the buildings
- a new requirement to treat new school bus bays as encroachments on public rights-of-way

14. Notice of Motion - *None*

15. Remarks and Announcements:

- a. Chairperson Alexander commented on the Catholic School Council Commissioning Ceremony held December 9th and thanked Fr. Brunet, trustees who attended, Religion Consultant Betty Brush, and Food and Services Teacher Diane Nehmetallah and her students. Chair Alexander also thanked the afternoon shift custodians at the Catholic Education Centre, Delia Rossi and Tony Girimonte and extended to trustees, administration and staff a blessed and peaceful Christmas.

- b. Interim Director of Education Picard provided comment on recent activities supporting the Board's strategic priorities namely;
- Catholic Faith Formation:* Advent Masses are occurring at schools across the system; Secondary Student Leaders gathered December 9th for their Faith Development Day and thanked Fr. Brunet, Betty Brush Religion Consultant and Assistant Superintendent Seguin. The day provided student leaders the opportunity to meet one another, to learn more about their responsibilities as Catholic student leaders and to share best practices.
- Employee Development and Student Achievement Initiatives:* Director Picard along with Superintendents have been making school visits and commended everyone for their hard work and dedication to our students; Mentoring for newly appointed school leaders occurred yesterday; On November 30th Occasional teachers received Epi-Pen training; Assistant Superintendent Ulicny submitted to the Ministry for funds four Specialist High Skills Major initiatives.
- Community Engagement and Partnerships:* Last week, both Cardinal Carter and St. Anne Catholic Secondary schools hosted Citizenship Ceremonies to welcome new Canadians.
- Miscellaneous:* Welcomed new trustees and wish everyone a Holy and happy Christmas and all the best in the New Year.

- c. Board Chaplain thanked Chair Alexander for recognizing the role of the priests, wished everyone a blessed and peaceful Christmas and may we always remember *Jesus is the reason for the season.*

16. Remarks/Questions by Trustees

Trustee McMahon thank former Trustees Janisse, Keane and Porcellini for their years of service and what an honour it is to represent parents. He thanked teachers Tom and Lisa Adams for their involvement in the recent Volleyball tournament hosted at the University of Windsor.

Trustee Soulliere wished everyone a Merry Christmas.

Trustee Favot also attended the Catholic School Council Commissioning Ceremony and commented on the evening and the guest speaker, Chris D'Souza. He also wished everyone a Merry Christmas.

Trustee DiMenna was not in attendance at the November 23rd meeting and therefore would like to thank former trustees Janisse, Keane and Porcellini for their years of service. She also wished all a Merry Christmas and take the time to enjoy the season.

Trustee Mastromattei thanked former trustee Porcellini, the board for their welcoming and is looking forward to working with trustees.

Trustee Macri wished all a Merry Christmas from Florida.

Trustee Courtney attended the 7th annual Message in a Bottle at St. Joseph Catholic Elementary School and wished everyone a Happy Christmas and hoped filled new year.

Student Trustee Colman commented on the student Faith Development Day and is grateful to all those involved, especially guest speaker Chris D'Souza. He also wished everyone a very Merry and peaceful Christmas and Happy New Year.

Student Trustee Limarzi formally welcomed new trustees, commented on the Faith Development Day and their activities throughout the day. She wished everyone a Merry Christmas and a safe and happy holiday.

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 Report: FirstClass Student and Retired Employee User Accounts (*deferred from November 23, 2010*)
- d. Deferred Report: Legal Services Annual Report 2009-10 Fiscal Year (*deferred from November 23, 2010*)

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, January 11, 2011
- Tuesday, January 25, 2011
- Tuesday, February 8, 2011
- Tuesday, February 22, 2011
- Tuesday, March 8, 2011
- Tuesday, March 29, 2011
- Tuesday, April 12, 2011
- Tuesday, April 26, 2011
- Tuesday, May 10, 2011
- Tuesday, May 24, 2011
- Tuesday, June 14, 2011
- **Monday**, June 27, 2011

20. Closing Prayer – Fr. Brunet closed the meeting with a prayer.
21. Adjournment - There being no further business, the Regular Board meeting of December 14, 2010 adjourned at 8:58 p.m.

Approved

Fred Alexander
Board Chairperson

Paul A. Picard
Interim Director of Education & Secretary-Treasurer