



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

REGULAR BOARD MEETING
Tuesday, January 11, 2011 at 7:00 p.m.
Windsor Essex Catholic Education Centre
John Paul II Boardroom

MINUTES

PRESENT

Trustees: F. Alexander, Chair J. Macri
M. DiMenna, Vice-Chair B. Mastromattei
F. Favot J. McMahon
B. Holland L. Soulliere
M. Colman, Student Trustee
L. Limarzi, Student Trustee
Rev. L. Brunet, Board Chaplain

Regrets: Trustee Courtney

Administration: P. Picard (Resource) E. Byrne
J. Bumbacco P. Murray
C. Geml J. Shea
M. Iatonna M. Seguin
J. Braid J. Ulicny
P. Littlejohns

Recorder: B. Marshall

1. Call To Order - Chair Alexander called the meeting to order at 7:38 p.m.
2. Opening Prayer - Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance - Trustee Courtney sent regrets due to a work commitment.
4. Approval of Agenda

Amendments:

- Item 10b(iii) - Trustee Attendance July to December 2010, clerical error. Student Trustee chart should read 2010-2011

ADDITION: 8b(i) Delegation - Darlene Kennedy, Janice Murphy and Debbie Richards, retired Board employees to speak about item 10b(ii) Deferred Report: FirstClass Student and Retired User Accounts Update.

ADDITION: Item 12d: WALK ON Report: 2011 Temporary Borrowing Resolution - Annual Expenditures is at trustees' places and previously provided to trustees electronically.

ADDITION: Item 12e: WALK ON Report: 2011 Temporary Borrowing Resolution - Permanent Improvements is at trustees' places and previously provided to trustees electronically.

DELETION: Item 7b: Presentation: Student Achievement K - 12 - Growing Success - AER (Assessment, Evaluation and Reporting). Due to inclement weather, the presenter was not able attend. The presentation will be re-scheduled.

Moved by Trustee DiMenna and seconded by Trustee McMahon that the January 11, 2011 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.

Trustee Macri disclosed interest in relation to agenda item 10b(ii) Deferred Report: FirstClass Student and Retired User Accounts Update due to his son's employment and did not participate in the discussion or vote on any question raised on that item.

7. Presentations:

a. Principal's Report on Student Achievement - Cardinal Carter Catholic Secondary School
Principal Lou Conte, Vice-Principals Laura Beltran, Joe Charron and Rosemary LoFaso were present to provide an overview of the strategies and initiatives in place at Cardinal Carter Catholic Secondary School to support faith development and student achievement.

b. Student Achievement K - 12 - Growing Success - AER (Assessment, Evaluation and Reporting)

Due to inclement weather, the presenter was not able attend. The presentation will be re-scheduled.

8. Delegations:

a. Delegation Regarding Items Not on the Agenda: None

b. Delegations Regarding Items On the Agenda: Darlene Kennedy, Janice Murphy retired Board employees to speak about item 10b(ii) Deferred Report: FirstClass Student and Retiree User Accounts Update - The retired employees petitioned the board to not remove retiree accounts from the board's primary email provider FirstClass.

9. Action Items:

a. Approval of Minutes

i) Minutes of In-Camera Meeting, December 14, 2010

Moved by Trustee Holland and seconded by Trustee DiMenna that the minutes of the Committee of the Whole Board In-Camera meeting of December 14, 2010 be adopted as distributed. Carried

- ii) Minutes of Regular Board Meeting, December 14, 2010

Moved by Trustee Soulliere and seconded by Trustee Holland that the minutes of the Regular Board meeting of December 14, 2010 be adopted as distributed. Carried

- b. Items from the convened In-camera meeting January 11, 2011

Vice Chair DiMenna reported that the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board meeting on January 11, 2011 pursuant to the Education Act - Section 207, to consider specific personnel, 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 McMahon that the recommendations and directions of the Committee of the Whole Board at its in-camera meeting of January 11, 2011 be approved. Carried

Vice Chair DiMenna made the following announcements:

from the January 11, 2011 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 January 11, 2011
- Elementary Principal and Vice Principal placements effective January 1, 2011:
 - Brian Marenchin, Acting Principal at St. John Catholic Elementary School to Principal at St. John Catholic Elementary School
 - Linda DiPasquale, Vice Principal at St. William Catholic Elementary School to Acting Principal at St. Gregory Catholic Elementary School
 - Marisa Wismer, Vice Principal at Our Lady of Perpetual Help to Vice Principal at St. William Catholic Elementary School

10. Communications:

- a. External (Associations, OCSTA, Ministry)
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 January 11, 2011 as information. Carried

- ii) Deferred Report: FirstClass Student and Retiree User Accounts Update

Assistant Superintendent Ulicny and IT Systems Manager Sam Papaefthimiou presented three options to the trustees:

- Option 1: In house upgrade with no change to user accounts (infrastructure, licensing, administration \$373,990 initial cost, \$123,900 annually)
- Option 2: Hosted model with no change to user accounts (licensing and administration \$125,690 annually)
- Option 3: Hosted model with core staff (licensing and administration \$86,990 annually)

Senior Administration recommends Option 3. Due to the FirstClass contract expiring June 30, 2011, administration would like to begin negotiations with OpenText, the owners of FirstClass. OpenText would provide FirstClass services by way of a hosted model for the Windsor-Essex Catholic District School Board.

Discussion and debate was held on concerns and issues regarding retiree access to FirstClass.

ORIGINAL MOTION: Moved by Trustee McMahon and seconded by Trustee Holland that the Board receive as information an update on FirstClass user accounts for students and retired employees.

Trustee Soulliere requested the motion be divided into two parts:

AMENDED MOTION: Moved by Trustee McMahon and seconded by Trustee Holland that the Board receive as information the removal of FirstClass student user accounts by March 31, 2011. *Carried*
And that the Board receive as information the removal of FirstClass retiree user accounts. Defeated

Moved by Trustee McMahon and seconded by Trustee Holland that the Board begin negotiations with OpenText and report back to the board with options for maintaining retiree access. Carried

- iii) Report: Trustee Attendance July - December 2010

Clerical error. Student Trustee chart should read 2010-2011.

Moved by Trustee Favot and seconded by Trustee DiMenna that the Board receive the report Trustee Attendance – August to December 2010 as information. Carried

- iv) Deferred Report: Legal Services Annual Report 2009-10

Moved by Trustee Macri and seconded by Trustee Soulliere that the Board receive the Legal Services Annual Report 2009-10 as information. Carried

11. Unfinished Business: None

12. New Business:

a. Field Trips:

- i) Report: Holy Names Catholic Secondary School - Field Trip to New York City,

April 26-29, 2011

Moved by Trustee Holland and seconded by Trustee DiMenna that the Board approve the Holy Names Catholic High Schools' Field Trip to New York City from Tuesday, April 26, 2011 to Friday, April 29, 2011. Carried

- ii) Report: St. Anne Catholic Secondary School - Field Trip to Columbus, Ohio January 31 to February 2, 2011

Moved by Trustee Holland and seconded by Trustee DiMenna that the Board approve the St. Anne Catholic Secondary School's field trip to Columbus, Ohio, January 31 to February 2, 2011. Carried

- b. Report: Trustee Group Accident Insurance - 2011

Moved by Trustee Macri and seconded by Trustee Soulliere that the Board approve payment in the amount of \$305.88, including PST, to Ontario School Boards' Insurance Exchange for Trustee Group Accident Insurance, including Student Trustees, for the period January 1, 2011 to November 1, 2011. Carried

- c. Report: Ontario School Boards' Insurance Exchange (OSBIE) Insurance Premium - 2011

Moved by Trustee Macri and seconded by Trustee McMahon that the Board approve payment in the amount of \$656,621.84, including PST as applicable, for the Ontario School Boards' Insurance Exchange Insurance Premium for the year 2011. Carried

- d. WALK-ON Report: 2011 Temporary Borrowing Resolution - Annual Expenditures

Trustees received a report indicating that a Temporary Borrowing Resolution is approved annually authorizing a limit that the Board may borrow to finance the calendar year's expenditure. The short-term loan is required to bridge finance the Board's capital expenditures that will ultimately be debentured and finance operations when expenses exceed revenues, a situation that occurs at the end of every calendar quarter due to the time lag in receiving the tax levy payments from municipalities.

Moved by Trustee Macri and seconded by Trustee Favot that the Board approve the 2011 Temporary Borrowing Resolution (deemed to be read three times) authorizing the Board to borrow up to \$55,300,000 to meet, until current revenues are collected, the current expenditures of the Board for 2011. Carried

2011 TEMPORARY BORROWING RESOLUTION - ANNUAL EXPENDITURES

WHEREAS the Windsor-Essex Catholic District School Board (the "Board") considers it necessary to borrow the amount of up to \$55,300,000 to meet, until current revenues are collected, the current expenditures of the Board for 2011.

AND WHEREAS the total amount borrowed pursuant to this Resolution together with the total of any similar borrowing is not to exceed the uncollected balance of estimated revenues of the Board.

THEREFORE, BE IT RESOLVED THAT:

1. The Chairperson, Vice-Chairperson or Secretary-Treasurer of the Board are hereby authorized on behalf of the Board to borrow from time-to-time by way of Promissory Note a sum or sums not exceeding the aggregate \$55,300,000 to meet the current expenditures of the Board until the current revenues have been received and to give on behalf of the Board a Promissory note or notes under the corporate seal of the Board signed by the Chairperson or Vice-Chairperson of the Board and the Secretary-Treasurer for the monies borrowed hereunder;

Provided, however, that the interest and any other charges connected therewith do not exceed the interest that would be payable at the prime lending rate on the date of borrowing of banks listed in Schedule 1 to the Bank Act plus 100 basis points.

2. The Secretary-Treasurer of the Board is hereby authorized and directed to apply in payment of all sums borrowed as aforesaid, together with interest thereon, all monies compromising the current revenues of the Board hereafter received.
3. The Secretary-Treasurer of the Board is hereby authorized and directed to deliver to the bank from time-to-time upon request a statement showing the total amount of unpaid previous borrowings of the Board for current expenditures together with debt charges, if any, and also the uncollected balance of the estimated revenues for the current year or, where the estimates have not been adopted, the estimated revenues of the previous year less any current revenues already collected.

- e. WALK-ON Report: 2011 Temporary Borrowing Resolution - Permanent Improvements

Trustees received a report indicating that a separate resolution is required to segregate the capital portion of the loans in the amount of \$17,200,000 to bridge financing until a debenture is issued.

Moved by Trustee Soulliere and seconded by Trustee Holland that the Board approve the 2011 Temporary Borrowing Resolution – Permanent Improvements (deemed to be read three times) authorizing the Board to borrow \$17,200,000 to bridge finance the permanent improvements as detailed in Schedule A of the Resolution. Carried

2011 TEMPORARY BORROWING RESOLUTION - PERMANENT IMPROVEMENTS

WHEREAS the Windsor-Essex Catholic District School Board (the “Board”) is permitted to borrow money pursuant to the provisions of Section 247 of the Education Act (the “Act”) for the raising of funds to finance certain permanent improvements as more particularly described in this Resolution.

AND WHEREAS:

- A. The Board has authorized the permanent improvements as detailed in Schedule “A” attached to this Resolution;
- B. The Board wishes to apply to the Canadian Imperial Bank of Commerce (“CIBC”) for a capital loan for the purpose of financing the permanent improvements;
- C. The total cost of the permanent improvements is within the Board’s Debt and Financial Obligation Limit as established by the Ministry of Education and Training.

THEREFORE, BE IT RESOLVED THAT:

1. The Chairperson, Vice-Chairperson or Secretary-Treasurer of the Board are hereby authorized on behalf of the Board to borrow \$17,200,000 for permanent improvements in accordance with the Act, plus interest at a rate to be agreed upon from time to time with CIBC.
2. The Chairperson, Vice-Chairperson or Secretary-Treasurer of the Board are hereby authorized for and on behalf of the Board to execute and deliver all such other documents and to do such other acts and things as may be necessary to give full effect to the Resolution.
13. Committee Reports:
 - a. Report: Appointment of Rose Lamug, Alternate Representative Autism Ontario, Windsor Essex To Special Education Advisory Committee (SEAC)

Moved by Trustee DiMenna and seconded by Trustee Soulliere that the Board approve the appointment of Rose Lamug, alternate representative, Autism Ontario, Windsor Essex to the Special Education Advisory Committee (SEAC) for the balance of the four-year term, December 1, 2010 to November 30, 2014. Carried
14. Notice of Motion: None
15. Remarks and Announcements:
 - a. Chairperson Alexander congratulated committee members responsible for the Junior Kindergarten registration package.
 - b. Director of Education Picard provided comment on recent activities supporting the Board's strategic priorities namely;
Catholic Faith Formation: Staff Retreats continue
Employee Development And Student Achievement Initiatives: School visits, Religion course and mentoring for newly appointed school leaders continue; Educational Assistant Orientation January 12th; Full Day Early Learning Kindergarten Program Literacy Instruction January 13th; Occasional Teachers will receive their Epi-Pen training; Family of schools meetings will be held this month.
 - c. Board Chaplain - no comment this evening.
16. Remarks/Questions by Trustees
Trustee Holland thanked senior administration and trustees for their support, the flowers and perpetual masses during her mother-in-law's funeral.
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, 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 January 11, 2011 adjourned at 9:32 p.m.

Approved

Fred Alexander
Board Chairperson

Paul A. Picard
Director of Education & Secretary-Treasurer