



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

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

**MINUTES**

**PRESENT**

**Trustees:** F. Alexander, Chair J. Macri  
J. Courtney B. Mastromattei  
M. DiMenna, Vice-Chair L. Soulliere

J. Najem, Student Trustee  
N. Tavares, Student Trustee

**Regrets:** Trustees Favot, Holland, and McMahon, Rev. Brunet, Board Chaplain

**Administration:** P. Picard (Resource) E. Byrne  
J. Bumbacco C. Norris  
C. Geml S. O'Hagan-Wong  
M. Iatonna J. Shea  
J. Braido M. Seguin

**Recorder:** B. Marshall

1. Call To Order - Chair Alexander called the meeting to order at 7:05 p.m.
2. Opening Prayer – Trustee Mastromattei opened the meeting with a prayer.
3. Recording of Attendance - Trustee Favot sent regrets due to a work commitment, Trustee Holland sent regrets due to illness, and Trustee McMahon sent regrets due to a prior commitment. Rev. Brunet, Board Chaplain sent is regrets due to a work commitment.
4. Approval of Agenda

**Moved by Trustee Soulliere and seconded by Trustee Mastromattei that the October 11, 2011 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:

Trustee Courtney disclosed interest in relation to agenda item 12d Accommodation Recommendations due to her daughter's employment and did not participate in the discussion or vote on any question raised on that item.

Trustee Macri disclosed interest in relation to agenda item 12d Accommodation Recommendations due to his son's employment and did not participate in the discussion or vote on any question raised on that item.

Trustee Mastromattei disclosed interest in relation to agenda item 12d Accommodation Recommendations due to his daughter and daughter-in-law's employment and did not participate in the discussion or vote on any question raised on that item.

7. Presentations:

a. Principal's Report – Christ the King Catholic Elementary School

Principal Cathy Nelson and Vice Principal Jeff Fairlie were present to provide an overview of the strategies and initiatives in place at Christ the King Catholic Elementary School to support faith development, student achievement, and school spirit.

8. Delegations:

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, September 27, 2011

**Moved by Trustee DiMenna and seconded by Trustee Soulliere that the minutes of the Committee of the Whole Board In-Camera meeting of September 27, 2011 be adopted as distributed. Carried**

ii) Minutes of Regular Board Meeting, September 27, 2011

**Moved by Trustee Courtney and seconded by Trustee Mastromattei that the minutes of the Regular Board meeting of September 27, 2011 be adopted as distributed. Carried**

b. Items from the re-convened In-Camera meeting of September 27, 2011 and convened in-camera meeting of October 11, 2011

Vice Chair DiMenna reported that the Windsor-Essex Catholic District School Board re-convened a closed Committee of the Whole Board meeting on September 27, 2011 and convened a closed Committee of the Whole Board meeting on October 11, 2011 pursuant to the Education Act - Section 207, to consider specific personnel 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 Soulliere that the recommendations and directions of the Committee of the Whole Board at its re-convened in-camera meeting of September 27, 2011 and in-camera meeting of October 11, 2011 be approved. *Carried***

Vice Chair DiMenna made the following announcements:

From the September 27, 2011 re-convened Committee of the Whole Board in-camera meeting:

- discussed the 2011 Education Quality and Accountability Office (EQAO) results

From the October 11, 2011 convened 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 October 11, 2011

A summary of principal and vice principal designations, effective October 1, 2011, is as follows:

- **Linda DiPasquale**, Acting Principal at St. Gregory Catholic Elementary School to Principal at St. Gregory Catholic Elementary School;
- **Michael Naicker**, Acting Administrator at Catholic Central Secondary School to Vice Principal at Catholic Central Secondary School.

A summary of principal and vice principal appointments is as follows:

- **Lee Ann Poisson**, Vice Principal at St. Angela Catholic Elementary School to Acting Principal at St. Bernard Catholic Elementary School, Amherstburg, effective October 12, 2011;
- **Sophia DiPaolo**, Teacher at Immaculate Conception Catholic Elementary School to Vice Principal at St. Angela Catholic Elementary School, effective October 17, 2011.

10. Communications:

- a. External (Associations, OCSTA, Ministry): *None*
- b. Report: Administrative Staff Report

**Moved by Trustee DiMenna and seconded by Trustee Macri that the Board receive the Administrative Staff Report on hiring, retirement and resignation of staff dated October 11, 2011 as information. *Carried***

- c. Report: Enrolment/Staffing School Organization Information for Elementary and Secondary Schools September 2011

**Moved by Trustee Macri and seconded by Trustee Soulliere that the Board receive the report *Enrolment/Staffing School Organization Information of Elementary/Secondary Schools – September 2011* as information. *Carried***

- d. Deferred Report: 2011 Education Quality and Accountability Office (EQAO) Assessments of Reading, Writing and Mathematics, Primary Division (Grades 1-3) and Junior Division (Grades 4-6), and the Grade 9 Assessment of Mathematics

**Moved by Trustee Macri and seconded by Trustee DiMenna that the Board receive the deferred 2011 EQAO Assessments of Reading, Writing and Mathematics: Primary Division (Grades 1-3) and Junior Division (Grades 4-6), and the Grade 9 Assessment of Mathematics report as information. *Carried***

11. Unfinished Business: *None*

12. New Business:

a. Field Trips:

i) Report: Catholic Central Secondary School field trip to Orlando, Florida re: Music Ensemble April 18-23, 2012

**Moved by Trustee DiMenna and seconded by Trustee Mastromattei that the Board approve the Catholic Central High School Field Trip to Orlando, Florida – Wednesday, April 18, 2012 – Monday, April 23, 2012. Carried**

ii) Report: Assumption College Catholic School field trip to Orlando, Florida re: Music Ensemble April 18-23, 2012

**Moved by Trustee DiMenna and seconded by Trustee Mastromattei that the Board approve the Assumption College Catholic School Field Trip to Orlando, Florida – Wednesday, April 18, 2012 – Monday, April 23, 2012. Carried**

iii) Report: Assumption College Catholic School field trip to New York City April 18-21, 2012

**Moved by Trustee DiMenna and seconded by Trustee Mastromattei that the Board approve the Assumption College Catholic School field trip to New York City, April 18 to April 21, 2012. Carried**

iv) Report: St. Joseph's Catholic Secondary School field trip to France, April 6-14, 2012

**Moved by Trustee DiMenna and seconded by Trustee Mastromattei that the Board approve the St. Joseph's Catholic High School Field Trip to France from Friday, April 6, 2012 – Saturday, April 14, 2012. Carried**

b. Report: Ontario Catholic Schools Trustees' Association (OCSTA) 2011-12 Membership Fees

**Moved by Trustee Macri and seconded by Trustee Soulliere that the Board renew its annual membership with the Ontario Catholic School Trustees' Association (OCSTA) and that payment for the 2011-12 membership fees and levy in the amount of \$76,907 be funded with 2011-12 approved budget (Acct. No. 000-33-701000-6-000). Carried**

c. Report: 2011-12 School Renewal and 2011-12 School Condition Improvement Recommended Budgets

Repairs for schools involved in accommodation reviews will be delayed until the accommodation review process is completed.

**Moved by Trustee Macri and seconded by Trustee Mastromattei that the Board approve the 2011-12 School Renewal and School Condition Improvement Recommended Budgets. Carried**

d. Report: Accommodation Recommendations

The recent Ministry review indicated excess capacity with respect to facilities; therefore, Accommodation Review Committees (ARC) will be established for the Amherstburg, Fontainebleau and Lakeshore areas.

Colleen Norris, Manager of Human Resources and Policy Development will be the lead on the ARC process. Ms. Norris indicated since the last board Accommodation Review, the timeline and the formation of the school valuation framework has changed and will assist in streamlining the process. Accommodation Review Committees will be required to conduct four (4) public meetings. The formation of the school valuation framework will now be developed by administration and will be presented by the committee for public input at the first ARC meeting. The membership of the ARC Committee will be similar to those of past reviews, however, the newly appointed ARCs will have defined Terms of Reference available to them which were not available to Committees in the past. These Terms of Reference will provide guidance in respect to mandate, membership and process.

The Accommodation Review process is expected to begin immediately.

**Moved by Trustee Soulliere and seconded by Trustee DiMenna that the Board approve the establishment of Accommodation Review Committees for the following school communities:**

- 1. Amherstburg area – To include St. Theresa, St. Bernard and Stella Maris Catholic Elementary schools;**
- 2. Fontainebleau area – To include W.J. Langlois and St. Alexander Catholic Elementary schools;**
- 3. Lakeshore area – To include Our Lady of the Annunciation and St. John the Evangelist Catholic Elementary schools. *Carried***

e. Report: Boundary Adjustments

Although boundary adjustments do not require an accommodation review, administration will follow a similar process as a review to allow significant community consultation. The boundary adjustments are expected to be completed by the Spring of 2012.

**Moved by Trustee Macri and seconded by Trustee Mastromattei that the Board approve the review of the boundaries for the following areas:**

- 1. F. J. Brennan Catholic Secondary School**
- 2. St. Joseph's Catholic Secondary School**
- 3. Immaculate Conception and St. Angela Catholic Elementary Schools *Carried***

f. Report: Facility Usage and Program Adjustments

Similar to boundary adjustments, facility usage and program adjustments do not require an accommodation review.

The relocation of St. Michael's Alternate Catholic High School - Victoria Campus to the St. Michael's Continuing Education Centre - Olde Sandwich Campus will benefit the area as well as the students. The proximity to the University, Assumption College, and bus routes will assist students in achieving success.

The relocation of St. Michael's Victoria campus incurs the second facility adjustment; the relocation of Immaculate Conception Catholic Elementary school (ICS) to the Victoria Campus. The current Immaculate Conception school is below capacity for the basic facility usage. Also, the relocation would bring a Catholic presence in the downtown area. The ICS boundary adjustments would further enhance the St. Angela Catholic Elementary school enrolment.

Queen of Peace and St. Louis Catholic Elementary Schools, situated in Leamington, are experiencing declining enrolment. Following the St. Mary Catholic Elementary French Immersion school model, administration seeks to increase enrolment by establishing a dual track French Immersion school at Queen of Peace. Public consultation will include both school communities.

The program adjustments are expected to be completed by the Spring of 2012.

**Moved by Trustee Macri and seconded by Trustee Courtney that the Board approve the establishment of Community Consultative Committees to consider the following recommendations for the 2012 – 2013 school year:**

- 1. The relocation of the St. Michael's Alternate Catholic High School – Victoria Campus to the St. Michael's Continuing Education Centre – Olde Sandwich Campus;**
- 2. The relocation of Immaculate Conception Catholic Elementary School to the present St. Michael's Alternate Catholic High School - Victoria Campus site;**
- 3. The establishment of a dual track French Immersion program at Queen of Peace Catholic Elementary School. *Carried***

13. Committee Reports: *None*

14. Notice of Motion: *None*

15. Remarks and Announcements:

- a. Chairperson Alexander expressed his condolences on the passing of the former Director of Education, Mr. James Molnar.

Chairperson Alexander acknowledged and thanked Hotel Dieu Hospital employees for their generous donations to the Student Nutrition Program. Accompanied by Superintendent O'Hagan-Wong and Communications Coordinator Jill Braido, students at St. Angela Catholic Elementary school received many gifts of food and cash donations from Hotel Dieu Hospital.

- b. Director of Education Picard provided comment on recent activities supporting the Board's strategic priorities namely;

*Catholic Faith Formation:* Thanked trustees, senior administration and students for their commitment to the Bishop's dinner scheduled for Thursday, October 27<sup>th</sup>.

*Employee Development And Student Achievement Initiatives:* Values, Influences and Peers (VIP) in-service for teachers on Oct. 12<sup>th</sup>; Families of schools met last week; Mentoring for new teachers begins October 18<sup>th</sup>; and Fall Muskoka Woods Leadership camp begins this week.

*Celebrating Achievements:* Congratulations to Award Recipients Linda DiPasquale, principal

at St. Gregory Catholic Elementary school for receiving the Catholic School System Achievement Award and Cory McAiney, teacher at St. Joseph's Catholic High School for receiving the Steward in Catholic Education Award.

*Miscellaneous:* The 2011 Employee Purchase Plan will take place on Wednesday, October 26th and Thursday, October 27<sup>th</sup> to assist employees with purchasing digital equipment.

The Director also expressed his condolences to the family of the former Director of Education, Mr. James Molnar.

c. Board Chaplain Brunet was absent.

16. Remarks/Questions by Trustees

Student Trustee Najem indicated speaker Terry Nelson Johnson is tentatively scheduled to appear at Student Senate Faith Day.

Student Trustee Tavaras mentioned knowing many students attending the Muskoka Woods Leadership camp; commented on the number of students attending the When Faith Meets Pedagogy conference; and stated both himself and Student Trustee Najem will soon be involved in COR weekend.

17. Pending Items

- a. Deferred Report: Play Surface Material Standard – Rubber (*deferred from April 28, 2009*)
- b. Deferred Report: Board Policy Review (*approval in principle*) New Policy F:05 Fees for Learning Materials and Activities (*deferred from September 27, 2011*)
- c. Deferred Report: Board Policy Review (*approval in principle*) Amended Policy SC:04 Field Trips/Excursions (*deferred from September 27, 2011*)

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, October 25, 2011
- Tuesday, November 8, 2011
- Tuesday, November 22, 2011
- Tuesday, December 6, 2011 – **Organizational Meeting 7:30 pm**
- Tuesday, December 13, 2011

20. Closing Prayer – Trustee Mastromattei closed the meeting with a prayer.

21. Adjournment - There being no further business, the Regular Board meeting of October 11, 2011 adjourned at 8:03 p.m.

*Approved*

**Fred Alexander**  
Board Chairperson

**Paul A. Picard**  
Director of Education & Secretary of the Board