



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

REGULAR BOARD MEETING
Tuesday, November 22, 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	J. McMahan
F. Favot	L. Soulliere
B. Holland	
J. Najem, Student Trustee	
N. Tavares, Student Trustee	
Rev. L. Brunet, Board Chaplain	

Regrets:

Administration:

P. Picard (Resource)	P. King
J. Bumbacco	P. Murray
C. Geml	C. Norris
M. Iatonna	S. O'Hagan-Wong
J. Braidon	M. Seguin
E. Byrne	J. Ulicny

Recorder: B. Marshall

1. Call To Order - Chair Alexander called the meeting to order at 7:24 p.m.
2. Opening Prayer - Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance - All trustees present.
4. Approval of Agenda

Moved by Trustee McMahan and seconded by Trustee Soulliere that the November 22, 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.: *None*
7. Presentations:
 - a. Facility Partnership Annual Public Announcement

In compliance with *Ministry Memorandum 2010: B1 Encouraging Facility Partnerships*, dated February 11, 2010 and the *Ministry of Education's Facility Partnerships Guideline*, the board held its second annual public meeting in order to exchange information with interested community partners regarding available spaces and/or potential co-build projects and community needs. Presently there is no available space in any of our schools for the purposes identified in the policy. If this changes in the future, appropriate notification will be provided.

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 8, 2011

Moved by Trustee Soulliere and seconded by Trustee DiMenna that the minutes of the Committee of the Whole Board In-Camera meeting of November 8, 2011 be adopted as distributed. Carried

- ii) Minutes of Regular Board Meeting, November 8, 2011

Moved by Trustee McMahon and seconded by Trustee Macri that the minutes of the Regular Board meeting of November 8, 2011 be adopted as distributed. Carried

- b. Items from the convened in-camera meeting of November 22, 2011

Vice Chair DiMenna reported that the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board meeting on November 22, 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 Courtney that the recommendations and directions of the Committee of the Whole Board at its in-camera meeting of November 22, 2011 be approved. Carried

Vice Chair DiMenna made the following announcements:

from the November 22, 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 November 22, 2011;
- approval of Remuneration for the Board Chaplain;
- In-Camera Audit Committee Minutes;

- approval to enter into discussions with the Windsor Public Library.

10. Communications:

a. External (Associations, OCSTA, Ministry): *None*

b. Report: Administrative Staff Report

Moved by Trustee Holland and seconded by Trustee Mastromattei that the Board receive the Administrative Staff Report on hiring, retirement and resignation of staff dated November 22, 2011 as information. Carried

c. Report: 2010-11 Special Education Report for the Fiscal Year Ended August 31, 2011

Trustee Soulliere requested the Special Education Advisory Committee (SEAC) also receive this report at its next scheduled meeting.

Moved by Trustee Soulliere and seconded by Trustee DiMenna that the Board receive the Special Education Budget Report for the fiscal year ended August 31, 2011 as information. Carried

d. Report: 2010-11 School Budget Status Report

Trustees enquired on various schools' deficits and questioned whether schools in a surplus "carry over" the funds to the next year. Executive Superintendent Iatonna explained some of the reasons for the deficits and confirmed the surplus is carried over to the next year.

Moved by Trustee Macri and seconded by Trustee Holland that the Board receive the 2010-11 School Budget Status Report as information. Carried

11. Unfinished Business: *None*

12. New Business:

a. Field Trips:

i) Report: Holy Names Catholic Secondary School's Concert Band, Jazz Band and Choir field trip to Anaheim, California May 17-21, 2012

Moved by Trustee Macri and seconded by Trustee DiMenna that the Board approve the Holy Names Catholic High Schools' Field Trip to Anaheim, California from Thursday, May 17, 2012 to Monday, May 21, 2012. Carried

ii) Report: Catholic Central Secondary School field trip to Lansing, Michigan for the UN Debate December 1-3, 2011

Moved by Trustee Macri and seconded by Trustee DiMenna that the Board approve the Catholic Central High School Field Trip to Lansing, Michigan for the UN Debate from Thursday, December 1, 2011 to Saturday, December 3, 2011. Carried

b. Deferred Report: Board Policy Review (*final approval*) Amended Policy SC:04 Field Trip/Excursions Policy

Trustee Favot complimented administration and the field trip committee for this well drafted policy.

Moved by Trustee Holland and seconded by Trustee Macri that the Board provide final approval to Draft Amended Board Policy SC: 04 Field Trips/Excursions;

and, that the Board receive Administrative Procedure Pr SC: 04 Field Trips/Excursions. Carried

- c. Report: 2011-12 Honoraria for Board Members

Moved by Trustee Holland and seconded by Trustee Macri that the Board approve the honoraria for Board Members for the period from December 1, 2011 to November 30, 2012 in the amounts of \$10,294.59 for Trustees, \$13,359.61 for Vice-Chair and \$16,424.63 for Chair. Carried

- d. Report: Janitorial Supplies Extension 2011-12

Trustee Favot suggested the Board investigate an ozone and water chemical-free cleaning product that was recently featured in the media.

Moved by Trustee Holland and seconded by Trustee McMahon that the Board approve an extension to June 30, 2012 of the purchase order contracts for Janitorial Supplies to International Supply Systems Inc., Champion Products, Holland Cleaning Solutions Ltd., Merchants Paper Company Ltd., and Swish Maintenance Ltd. 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

- e. Report: 2010-11 Fiscal Year-End Financial Statements

Trustee Soulliere requested administration to draft a letter to the Ministry outlining the Board's displeasure with the current financial statements format.

Moved by Trustee Holland and seconded by Trustee DiMenna that the Board approve the audited 2010-11 Fiscal Year-End Financial Statements. Carried

13. Committee Reports:

- a. Report: Appointment Of Trudy Richards, Representative Autism Ontario, Windsor Essex to the Special Education Advisory Committee (SEAC)

Moved by Trustee DiMenna and seconded by Trustee Favot that the Board approve the appointment of Trudy Richards, 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

- b. Report: Appointment Of Erin Earls, Alternate Representative, Windsor-Essex Down Syndrome Association to the Special Education Advisory Committee (SEAC)

Moved by Trustee Soulliere and seconded by Trustee DiMenna that the Board approve the appointment of Erin Earls, alternate representative, Windsor-Essex Down Syndrome Association to the Special Education Advisory Committee (SEAC) for the balance of the four-year term, December 1, 2010 to November 30, 2014. Carried

- c. Report: Audit Committee Meeting of September 26, 2011 and the Annual Audit Committee Report

Moved by Trustee Holland and seconded by Trustee Mastromattei that the Board receive the Audit Committee Minutes of September 26, 2011 as information; and,

That the Board receive the 2010-11 Annual Audit Committee Report as information. Carried

14. Notice of Motion: *None*

15. Remarks and Announcements:

- a. Chairperson Alexander, on behalf of the board, expressed gratitude to Jill Braido, Communication Coordinator for her years of service.
- b. Director of Education Picard provided comment on recent activities supporting the Board's strategic priorities namely;
Catholic Faith Formation: Met with Bishop Fabbro this morning at St. Peter's Seminary.
Employee Development And Student Achievement Initiatives: On November 21st the New Teacher Induction Program held a workshop; Principal's mentoring continues; An Aboriginal in-service for grade 10 History/Civics and LST teachers November 29th; Occasional teachers will once again be able to view the Epi-Pen demonstration tomorrow.
Celebrating Achievements: Thanked the staff and students for the numerous events and assemblies that occurred during anti-bullying week.
Miscellaneous: Student Senate Day and the Catholic School Council Commissioning Ceremony will be held December 15th; Attended the Ontario Catholic School Trustees' Association Labour Relations Seminar last week; Also, will be attending the OFSAA Girls AAAA Basketball Banquet held at the St. Clair College Centre for the Arts.
- Director Picard also acknowledged the efforts of Jill Braido, Communications Coordinator, who recently accepted a position with the City of Windsor.
- c. Board Chaplain Brunet commented on Jill Braido's commitment to Catholicity and wished her well.

16. Remarks/Questions by Trustees

Trustee McMahon also congratulated Jill Braido and commented on the St. Gregory Catholic Elementary grade 8 students on the living monument and congratulated the high school students who participated in the anti-bullying Flash Mob to Stand Up to Bullying recently held at the Devonshire Mall.

Student Trustee Najem commented on the third Student Senate meeting, the Student Senate Faith Day, St. Joseph Catholic Secondary School cancer relay, and the Flash Mob to Stand Up to Bullying at the Devonshire Mall.

Student Trustee Tavares commented on a University of Windsor presentation to secondary school students, specifically student senate, to incorporate a greater sense of community between the University and secondary school leaders; and mentioned secondary school semi formals were held last Friday.

17. Pending Items
 - a. 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, December 6, 2011 – **Organizational Meeting 7:30 pm**
 - Tuesday, December 13, 2011
 - Tuesday, January 17, 2012
 - Tuesday, January 31, 2012
 - Tuesday, February 14, 2012
 - Tuesday, February 28, 2012
 - Tuesday, March 13, 2012 (**TENTATIVE – MARCH BREAK**)
 - Tuesday, March 27, 2012
 - Tuesday, April 10, 2012
 - Tuesday, April 24, 2012
 - Tuesday, May 8, 2012
 - Tuesday, May 22, 2012
 - Tuesday, June 12, 2012
 - **MONDAY**, June 25, 2012
20. Closing Prayer – Fr. Brunet closed the meeting with a prayer.
21. Adjournment - There being no further business, the Regular Board meeting of November 22, 2011 adjourned at 8:10 p.m.

Approved

Fred Alexander
Board Chairperson

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