



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

**SUPERVISED
REGULAR BOARD MEETING
Tuesday, September 25, 2012 at 2:00 p.m.
Windsor Essex Catholic Education Centre
St. Thomas of Aquinas Room**

MINUTES

PRESENT

Supervisor: Norbert Hartmann

Administration: P. Picard M. Iatonna
C. Geml P. Littlejohns
J. Bumbacco

Recorder: B. Marshall

1. Call To Order – Supervisor Hartmann called the meeting to order at 2:19 p.m.
2. Recording of Attendance – All present.
3. Approval of Agenda
WITHDRAWN from the Agenda:
Item 10b) Report: Request for Quote (RFQ) – Dell Refurbished Computers (*Handout*)

That the September 25, 2012 Supervised Regular Board meeting agenda be approved as amended.

Approved by Supervisor Hartmann.

4. Disclosure of Interest - Pursuant to the Municipal Conflict of Interest Act.: *None*
5. Presentations: *None*
6. Delegations: *None*
7. Action Items:
 - a. Approval of Minutes
 - i) Minutes of Special In-Camera Meeting, July 24, 2012

That the minutes of the Committee of the Whole Board Special In-Camera meeting of July 24, 2012 be adopted as distributed.

Approved by Supervisor Hartmann.

- ii) Minutes of Special Regular Board Meeting, July 24, 2012
That the minutes of the Special Regular Board meeting of July 24, 2012 be adopted as distributed.
Approved by Supervisor Hartmann.

- iii) Minutes of Supervised Special Regular Board Meeting, September 19, 2012
That the minutes of the Special Regular Board meeting of September 19, 2012 be adopted as distributed.
Approved by Supervisor Hartmann.

b. Items from the Supervised In-camera meeting of September 25, 2012

Supervisor Hartmann reported that the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board meeting on September 25, 2012 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. The following announcements were made public through Board Highlights:

- receipt of the Administrative Staff Report on hiring, leave of absence, return from leave of absence, retirement and resignation of staff, dated September 25, 2012;
- the Board received the following Department Head and Centrally assigned appointments:
 - Larry Loebach as Physical Education & Health Department Head at St. Anne Catholic Secondary School, effective September 1, 2012;
 - David Petro as Differentiated Instruction Secondary Consultant (Math/Science/Information Technology) at the Catholic Education Centre, effective September 18, 2012;
- the Board received the following Elementary and Secondary Principal and Vice Principal appointments effective September 1, 2012:
 - **Colleen McWilliams** Principal at St. Maria Goretti Elementary School to Principal at L.A.Desmarais Elementary School;
 - **Dean Favero**, Vice Principal at W. J. Langlois Elementary School to Acting Principal at St. Maria Goretti Elementary School;
 - **Tara Clarke**, Vice Principal at Holy Cross Elementary School to Principal at St. Jules Elementary School;
 - **Fran Hall**, Vice Principal at St. John Vianney Elementary School to Vice Principal at Holy Cross Elementary School;
 - **Kevin Roberts**, Vice Principal at Catholic Central Secondary School to Vice Principal at St. John Vianney Elementary School.
 - **Chad Barrette**, Teacher at Catholic Central Secondary School to Vice Principal at Catholic Central Secondary School;
- the Board received the In-Camera Audit Committee Report – June 2012;
- the Board approved the retention of BDO Canada LLP for the provision of external audit services for a period of one (1) year;
- the Board approved the retention of Sfera Architectural Associates Inc. Architects pursuant to the Request For Proposal (RFP) for Architectural Services – Full Day Kindergarten (FDK) Sites, Phase 4 & 5.

8. Communications:
- a. External (Associations, OCSTA, Ministry): *None*
 - b. Internal (Reports from Administration)
 - i) Report: Administrative Staff Report

That the Board receive the Administrative Staff Report on hiring, retirement and resignation of staff dated September 25, 2012 for information. Received by Supervisor Hartmann.

- ii) Report: Trustee Attendance January – July 2012

That the Board receive the report Trustee Attendance – January to July 2012 as information. Received by Supervisor Hartmann.

- iii) Report: 2011-12 School Condition Improvement Program Status as of June 30, 2012

That the Board receive the status report on the 2011-12 School Condition Improvement Program. Received by Supervisor Hartmann.

9. Unfinished Business: *None*

10. New Business:

- a. Report: 2011-12 School Renewal Program Status and Revised Budget as of June 30, 2012

That the Board receive the status report on the 2011-12 School Renewal Program; and That the Board approve the updated 2011-12 School Renewal project list. Approved by Supervisor Hartmann.

- b. **WITHDRAWN:** Report: Request for Quote (RFQ) – Dell Refurbished Computers (*Handout*)

11. Committee Reports:

- a. Report: Audit Committee Report – June 2012 (includes November 15, 2011 Minutes and Approval of the 2012-13 Annual Internal Audit Plan and the 2013-2017 Internal Audit Plan)

That the Board receive the Audit Committee Minutes of November 15, 2011 as information. Received by Supervisor Hartmann and,

DEFERRED: *That the Board approve the 2012–13 Annual Internal Audit Plan and the 2013 – 2017 Internal Audit Plan.*

12. Notice of Motion: *None*

13. Remarks and Announcements: *None*

14. Pending Items: *None*

15. Continuation of In-Camera, if required.: *Not Required*
16. Closing Prayer – Executive Superintendent Iatonna closed the meeting with a prayer.
17. Adjournment - There being no further business, the Supervised Regular Board meeting of September 25, 2012 adjourned at 2:38 p.m.

Approved

Norbert Hartmann
Supervisor of the Board

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