



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

**REGULAR BOARD MEETING**  
**Tuesday, January 28, 2014 at 7:00 p.m.**  
**Windsor Essex Catholic Education Centre**  
**John Paul II Boardroom**

**MINUTES**

**PRESENT**

**Trustees:**

F. Alexander	J. Macri
J. Courtney	B. Mastromattei
M. DiMenna, Vice-Chair	J. McMahan
F. Favot	L. Soulliere
B. Holland, Chair	
M. Ellepola, Student Trustee	
F. Dellosa Student Trustee	
Rev. L. Brunet, Board Chaplain	

**Regrets:**

**Administration:**

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

**Recorder:**

B. Marshall

1. Call To Order - Chair Holland called the meeting to order at 7:01 p.m.
2. Opening Prayer - Fr. Brunet opened the meeting with a prayer.

Chair Holland introduced the trustees and student trustees and acknowledged esteemed members of the audience; Waseem Habash from St. Clair College; Parent Involvement Committee members; Special Education Advisory Committee members; parents and students from St. John the Evangelist Catholic Elementary School.

3. Recording of Attendance - All trustees present.

4. Approval of Agenda

**AMENDMENTS:**

**Moved by Trustee Mastromattei and seconded by Trustee Macri that agenda items 9b(iv) 2013-2014 First Interim Financial Variance Report and 9b(v) First Annual State of the Board Report to the Windsor Essex Catholic Community be presented after agenda item 13 Notice of Motion. *Carried***

**Moved by Trustee McMahon and seconded by Trustee Favot that the January 28, 2014 Regular Board meeting agenda be approved as amended. *Carried***

5. Disclosure of Interest - Pursuant to the Municipal Conflict of Interest Act.: *None*

6. Presentations:

- a. St. John the Evangelist Elementary Catholic School –Grade 3/4 Class “Together We’re Better” Video

Grade 3 and 4 students from St. John the Evangelist Catholic Elementary school presented their video prepared for the Community Living Ontario video contest “Together We’re Better”.

The video can be viewed at the following link:

[http://www.youtube.com/watch?v=4bUiQbpcI60&desktop\\_uri=%2Fwatch%3Fv%3D4bUiQbpcI60&app=desktop](http://www.youtube.com/watch?v=4bUiQbpcI60&desktop_uri=%2Fwatch%3Fv%3D4bUiQbpcI60&app=desktop).

7. Delegations: *None*

8. Action Items:

- a. Approval of Minutes  
i) Minutes of Committee of the Whole Board In-Camera Meeting, December 17, 2013

**Moved by Trustee Macri and seconded by Trustee DiMenna that the Minutes of the Committee of the Whole Board In-Camera meeting of December 17, 2013 be adopted as distributed. *Carried***

- ii) Minutes of the Regular Board Meeting, December 17, 2013

**Moved by Trustee Mastromattei and seconded by Trustee DiMenna that the minutes of the Regular Board meeting of December 17, 2013 be adopted as distributed. *Carried***

- b. Items from the convened In-Camera Board Meeting of January 14, 2014

Vice Chair DiMenna reported that the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board meeting on January 14, 2014 pursuant to the Education Act - Section 207, to consider specific personnel, real property matters, labour relations 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 Soulliere that the recommendations and directions of the Committee of the Whole Board at its in-camera meeting of January 14, 2014 be approved. Carried**

Vice Chair DiMenna made the following announcements:

from the January 14, 2014 Committee of the Whole Board in-camera meeting:

- approved the sale of Arbour Street (Right of Way), Tecumseh (Former St. Anne Catholic High School) to Town of Tecumseh; and
- approved the Lease of Suite 318 at the Essex Civic Centre to the Service de Transport des Élèves - Windsor-Essex - Student Transportation Services (WESTS).

9. Communications:

a. External (Associations, OCSTA, Ministry):

- i) Ontario Catholic School Trustees' Association (OCSTA) Funding Education In a Changing World – A Brief to the Minister of Education, December 2013

**Moved by Trustee Macri and seconded by Trustee Alexander that the Ontario Catholic School Trustees' Association (OCSTA) Funding Education In a Changing World – A Brief to the Minister of Education dated December 2013 be received as information. Carried**

b. Internal (Reports from Administration):

- i) Report: 2012-2013 Annual Report on Trustee Expenses

**Moved by Trustee Macri and seconded by Trustee McMahon that the Board receive the 2012-13 Annual Report on Trustee Expenses as information. Carried**

- ii) Report: Employee Purchasing Card Use 2012-2013

**Moved by Trustee Alexander and seconded by Trustee Courtney that the Board receive the Employee Purchasing Card Use 2012-13 report as information. Carried**

- iii) Report: 2014-2015 Budget Schedule

**Moved by Trustee Macri and seconded by Trustee McMahon that the report on the 2014-15 Budget Schedule be received as information. Carried**

- iv) Report: 2013-2014 First Interim Financial Variance Report (*This report was presented after item 13 Notice of Motion*)

Trustee Soulliere requested administration to further refine the report to include a more detailed analysis of areas of concern.

**Moved by Trustee DiMenna and seconded by Trustee Macri that the Board receive the 2013-14 First Interim Financial Variance Report as information. Carried**

- v) Report: First Annual State of the Board Report to the Windsor Essex Catholic Community (*This item was presented after item 13 Notice of Motion*)

The Board's vision for the coming year was presented to our system in an effort to highlight the achievements and the issues the Board will be focusing on moving forward. The theme of this year's address is *Engaging Our Future*.

The State of the Board Address can be accessed at the following link:  
<http://www.wecdsb.on.ca/pdf/director/2014-StateOfTheBoardAddress.pdf>

Chair Holland was encouraged by the report's emphasis on team and relationship-building; a concept that is crucial to the board's success moving forward. Chair Holland thanked the senior administrative team for their work, and the work of all staff, at the board office and in each of our schools, for the work they do for Catholic education where at the heart of all we are and all we do is the role of our faith in guiding our decisions and actions.

Each Trustees voiced their praise and congratulated principals, vice principals, support staff, custodians, and administration for the dedication in achieving the accomplishments outlined in State of the Board report.

**Moved by Trustee Favot and seconded by Trustee Courtney that the Board of Trustees receive the First Annual State of the Board Report to the Windsor Essex Catholic Community Report as information. Carried**

10. Committee Reports:  
a. Report: Special Education Advisory Committee (SEAC) Minutes of October 28, 2013

**Moved by Trustee DiMenna and seconded by Trustee Macri that the Board receive the Minutes of the Monday October 28, 2013 Special Education Advisory Committee meeting as information. Carried**

11. Unfinished Business: (*Includes Deferred and Tabled Reports*): None

12. New Business:  
a. Report: Amended Policy A:04 and PR A:04 Expenses Reimbursements for Employees/Consultants/ Contractors (*final approval*)

**Moved by Trustee Favot and seconded by Trustee Mastromattei that the Draft Amended Policy A: 04 Expense Reimbursement for Employees/ Consultants/ Contractors receive final approval;**

**and That the Board receive as information the supporting Administrative Procedure Pr A: 04 Expense Reimbursement for Employees/ Consultants/ Contractors. Carried**

13. Notice of Motion: *None*
14. Remarks and Announcements:
  - a. Chairperson Holland wanted to assure our Catholic ratepayers and community partners that the Board is moving forward in the right direction.
  - b. Director of Education Picard provided comments on recent activities supporting the Board's strategic priorities namely;

*Catholic Faith Formation:* Prayers to the students' preparing and writing their exams this week; Essex and Windsor Deanery meetings are scheduled during the month of February; and both the secondary and elementary students will be involved in Social Justice forums next month.

*Employee Development and Student Achievement Initiatives:* The following workshops are scheduled during the month of February: Young Worker Awareness Program; Tech In-service; French as a Second Language for Elementary teachers; Junior Reading; Principal In-service; and Full Day Kindergarten; and family of schools meeting during the month of February.

*Community Engagement and Partnerships:* The fourth Accommodation Review Committee public meetings, where the Committees will be presenting their Draft Recommendation Reports for community feedback, are scheduled as follows: Riverside ARC: Wednesday, February 19, 6 pm at Brennan; Tecumseh ARC: Thursday, February 20, 6 pm at St. Pius; and Central Windsor: Tuesday, February 18, 6 pm at Catholic Central.

*Miscellaneous:* Director Picard expressed a sincere thank you to all of the staff involved in the Grade 8 nights at our high schools. The effort put forth to welcome the students and their parents was inspiring and appreciated. Registration for Junior and Senior Kindergarten will take place during the weeks of February 10th to February 21st. For added convenience an Open House evening will take place at all Catholic Elementary Schools on Wednesday, February 12th, from 5:00 to 7:00 p.m. Parents and children will have the opportunity to tour the school, visit the Kindergarten classroom, meet staff and register. The Board is also hosting Kindergarten Information sessions in Ontario Early Years Centres in our community in February and in schools that are launching Full Day Kindergarten in April and May.

- c. Board Chaplain Brunet commented on the Board's current situation and praised all those involved, board-wide, for their achievements.
15. Remarks/Questions by Trustees
 

Trustee Soulliere congratulated Student Trustee Madeline Ellepola's message on the Ontario Catholic Schools Trustees' Association (OCSTA) Faith in our Future campaign video,

Trustee DiMenna communicated comments from a school council meeting on the progress and support of the retooled libraries.
16. Future Board Meetings: *Unless stated otherwise, all meetings will be held at the Windsor-Essex Catholic Education Centre - 1325 California Avenue, Windsor beginning at 7:00 pm.*

- Tuesday, February 25, 2014
- Tuesday, March 25, 2014
- Tuesday, April 22, 2014
- Tuesday, May 27, 2014
- **MONDAY**, June 23, 2014

*Committee of the Whole Board In-Camera Meetings will be held on the second Tuesday of the month at 6:00 pm (closed sessions).*

17. Closing Prayer – Fr. Brunet closed the meeting with a prayer.
18. Adjourn to Committee of the Whole Board In-Camera meeting, if required: - *Not required*
19. Adjournment - There being no further business, the Regular Board meeting of January 28, 2014 adjourned at 8:47 p.m.

*Original signed by B. Holland and P. Picard*

***Barbara Holland***  
*Chairperson of the Board*

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