



**WINDSOR-ESSEX CATHOLIC
DISTRICT SCHOOL BOARD**

"Learning together in faith and service"

1325 California Avenue
Windsor, ON N9B 3Y6

CHAIRPERSON: Barbara Holland

DIRECTOR OF EDUCATION: Paul A. Picard

**REGULAR BOARD MEETING
Tuesday, January 27, 2015 at 7:00 p.m.
Windsor Essex Catholic Education Centre
John Paul II Board Room**

MINUTES

PRESENT

Trustees:

F. Alexander	B. Mastromattei
F. Costante	L. Soulliere
M. DiMenna, Vice-Chair	S. Tope
F. DiTomasso	F. Valentinis
B. Holland, Chair	
K. Dumlao, Student Trustee	
V. Gaspard, Student Trustee	
Rev. L. Brunet, Board Chaplain	

Regrets:

Administration:

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

Recorder:

B. Marshall

1. Call To Order – Chair Holland called the meeting to order at 7:10 pm.
2. Opening Prayer – Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance – All present.
4. Approval of Agenda
Amendment

ADDITION:

Item 12c) WALK-ON Report: Naming of the New Elementary French Immersion School in Tecumseh/Lakeshore

Moved by Trustee DiMenna and seconded by Trustee DiTomasso that the January 27, 2015 Regular Board meeting agenda be approved as amended. *Carried*

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

6. Presentations: *None*

7. Delegations: *None*

8. Action Items:

a. Previous Meeting Minutes

i) Minutes of the Committee of the Whole Board In-Camera Meeting of December 11, 2014

Moved by Trustee DiMenna and seconded by Trustee Costante that the Minutes of the Committee of the Whole Board In-Camera meeting of December 11, 2014 be adopted as distributed. *Carried*

ii) Minutes of the Regular Board Meeting of December 16, 2014

Correction: Trustee Soulliere's comments should read St. William school, not St. John the Baptist.

Moved by Trustee Valentinis and seconded by Trustee Tope that the Minutes of the Regular Board meeting of December 16, 2014 be adopted as amended. *Carried*

iii) Minutes of the Special Regular Board Meeting of January 19, 2015

Moved by Trustee DiTomasso and seconded by Trustee Tope that the Minutes of the Special Regular Board meeting of January 19, 2015 be adopted as distributed. *Carried*

b. Items from the Committee of the Whole Board In-Camera meeting of January 13, 2015

Vice Chair DiMenna reported that the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board meeting on January 13, 2015 pursuant to the Education Act - Section 207, to consider specific personnel, pupil, 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. Trustee DiTomasso declared a conflict of interest during the In-Camera Session and excused himself from the relevant discussion item.

Moved by Trustee DiMenna and seconded by Trustee Mastromattei that the recommendations and directions of the Committee of the Whole Board at its in-camera meeting of January 13, 2015 be approved. *Carried*

Vice Chair DiMenna made the following announcements:

From the January 13, 2015 Committee of the Whole Board in-camera meeting

- Received the 2015 Real Property Report;
- Approved Deferred Report: Essex Civic Centre – 2014 Building Operating Fund Budget; and
- Approved Realty Services – Request For Proposal.

9. Communications:

a. External (Associations, OCSTA, Ministry):

- i) Report: Board Resolutions to Present to the Ontario Catholic School Trustees' Association Annual General Meeting Committee

Moved by Trustee Tope and seconded by Trustee Costante that the Board approve the resolutions presented by the Trustee Ad Hoc OCSTA Resolution Committee; and

That the Board grant approval to submit the resolutions to be considered and voted on at the OCSTA Annual General Meeting in April 2015. *Carried*

b. Internal (Reports from Administration)

- i) Report: Windsor-Essex – Student Transportation Services (WESTS) Annual Report for the Year Ended August 31, 2014

Trustee Soulliere outlined various safety concerns and requested administration to bring forward the concerns to WESTS.

Moved by Trustee DiMenna and seconded by Trustee DiTomasso that the 2013-14 Annual Report from the Windsor-Essex - Student Transportation Services (WESTS) be received as information. *Carried*

- ii) Report: Employee Purchasing Card Use 2013-2014

Moved by Trustee Soulliere and seconded by Trustee DiMenna that the Board receive the Employee Purchasing Card Use 2013-14 report as information. *Carried*

- iii) Report: 2013-2014 Annual Report on Trustee Expenses

Trustee Valentinis questioned the discrepancy between Trustee and Student Trustee expenses as well as the budget monitoring process. Director Picard explained the student trustee held a high level position for the Ontario Student Trustees' Association which required unfunded travel costs. Chair Holland assured trustees that the student trustees' expenses were in fact closely monitored and funding has been addressed provincially with the Ontario Catholic School Trustees' Association.

Current Student Trustee Dumlao inquired on the difference between 2013-14 Student Trustee Honorariums.

Moved by Trustee Valentinis and seconded by Trustee Soulliere that the Board receive the 2013-14 Annual Report on Trustee Expenses as information.

Carried

- iv) Report: 2014-2015 First Interim Financial Variance Report

Moved by Trustee Costante and seconded by Trustee Tope that the 2014-15 First Interim Financial Variance Report be received as information. *Carried*

- v) Report: 2014-2015 School Budget Status Report

As requested, administration will provide trustees with the school budget formula and school fundraising data.

Moved by Trustee Soulliere and seconded by Trustee Alexander that the 2014-15 First Interim Financial Variance Report be received as information.

Carried

- vi) Report: 2015-2016 Budget Schedule

Trustee Soulliere requested the Budget Consultation Survey include all committees such as Special Education Advisory Committee, French Immersion Advisory Committee, Audit Committee and Parent Involvement Committee.

Moved by Trustee Soulliere and seconded by Trustee Tope that the report on the 2015-2016 Budget Schedule be received as information. *Carried*

- vii) Report: Trustee Attendance July – December 2014

Moved by Trustee DiMenna and seconded by Trustee Costante that the Board receive the report Trustee Attendance – August to December 2014 as information. *Carried*

- viii) Report: Second Annual State of the Board Report to the Windsor Essex Catholic Community

The State of the Board report is a comprehensive look at the highlights of the last year, as well as the Board's priorities and challenges for the coming year. Director Picard invited Trustees to sit on a Multi-Year Strategic Plan committee to develop the necessary strategic directions and system priorities for the next three years.

Trustee Valentinis suggested, due to the changes in the local economy, the Board revisit development charges. It was decided the Multi-Year Strategic Plan committee would address this potential revenue.

Chair Holland sincerely thanked principals, vice principals and all staff for their hard work and commitment, without the board would not experience its current success.

Moved by Trustee DiMenna and seconded by Trustee DiTomasso that the Board of Trustees receive the Second Annual State of the Board Report to the Windsor Essex Catholic Community as information. Carried

10. Committee Reports:

- a. Report: Minutes of the Special Education Advisory Committee (SEAC) of October 21, 2014 (C. Geml)

Moved by Trustee DiMenna and seconded by Trustee Soulliere that the Board receive the Minutes of the Tuesday, October 21, 2014 Special Education Advisory Committee meeting as information. Carried

- b. Report: Minutes of the Parent Involvement Committee (PIC) of September 29, 2014

Associate Director Geml acknowledged the Parent Involvement Committee's initiative to incorporate in the JK/SK package pamphlets not only related to PIC but other valuable parent resources.

Moved by Trustee Costante and seconded by Trustee Valentinis that the Board receive the Minutes of the September 29, 2014 Parent Involvement Committee (PIC) Meeting as information. Carried

11. Unfinished Business: *None*

12. New Business:

- a. Report: New Draft Policy ST:26 Concussions, *final approval* (J. Bumbacco)

Moved by Trustee DiMenna and seconded by Trustee Tope that the Board provide final approval of Draft Board Policy ST: 26 Concussions; and

That the Board receive as information Administrative Procedure Pr ST: 26 Concussion. Carried

- b. Report: Schools First Child Care Capital Retrofit Program Status Report

Moved by Trustee Soulliere and seconded by Trustee DiTomasso that approval be given to the Schools-First Child Care Capital Retrofit Program Plan for 2014-15 and that the Plan be submitted to the Ministry of Education for approval as required. Carried

- c. **WALK-ON** Report: Naming of New Elementary French Immersion School in the Tecumseh/Lakeshore

Moved by Trustee Tope and seconded by Trustee DiMenna that approval be given to name the new single track Elementary French Immersion School in Tecumseh/Lakeshore, located at 13765 St. Gregory Rd. St. Clair Beach, St. André French Immersion Catholic Elementary School. Carried

13. Notice of Motion: *None*

14. Remarks and Announcements:

a. Chairperson of the Board

- Last week attended along with Trustees Tope, DiTomasso, Costante and Mastromattei the Ontario Catholic School Trustees' Association Professional Development and Ministry Orientation seminars in Mississauga. The seminars proved to be quite informative and appreciated. Information received at the seminars is provided electronically on the OCSTA web site in addition to learning pods;
- Survey Questionnaire for the 2015 Synod of Bishops can be found on the Diocese web site; and
- Trustees interested in serving on the Multi-year Strategic Planning Committee contact Chair Holland.

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

Catholic Faith Formation: Parish/School Day 2015: Salt and Light CEO Fr. Thomas Rosica presented to board-wide faith ambassadors "From Synod 2014 to Synod 2015: The Implications of the Synod on the Family for the Contemporary Church". Participants learned about contemporary issues in the Catholic Church and in particular, the inside story behind the process of the Synod of Bishops with attention to challenges regarding contemporary family life; and On behalf of the board, Superintendent Mike Seguin and Religion Education Consultant Betty Brush will be attending the Windsor Deanery Meeting on February 11th.

Employee Development and Student Achievement Initiatives: Continuing with our initiatives for our First Nations, Metis and Inuit programme, on February 17th presenters from "The Federation of Indigenous Friendship Centres", will engage the participants in a full day of Aboriginal Cultural Competency Training; Behaviour Management Refresher for Secondary Educational Assistants; Collaborative Inquiry and Learning in Mathematics: Approximately 50 grade 5 and 6 teachers at 18 school sites continue to engage in Math concepts embedded in co-planning and co-teaching. The impact on student learning is shown in the consolidation stage; Leading Student Achievement Elementary: Approximately 32 grade 7 and 8 teachers at 11 school sites continue to engage in appropriate and challenging math problems as well as pre and post assessment strategies involving all 5 Math strands; Principal Lead Network: The board hosts a network of 12 elementary schools that have identified numeracy as an area of concern in their School Improvement Plans. The Principals and Vice-Principals of these school sites are provided with materials as well as professional learning that fosters their ability to lead the professional learning in their school communities. Principals and Vice-Principals meet with their teachers in order to share best practice and examine student learning in mathematics; and Also during the month of February professional development in System Implementation and Monitoring Enhancement for both Math and Reading and the Young Worker Awareness Program.

Community Engagement and Partnerships: ALL "I's" ON EDUCATION: IMAGINATION, INTEGRATION, INNOVATION - A research initiative with York University. The focus of the proposed research will be on developing new conversations about how the teaching and learning in math, science and the arts can be enhanced by

inventive, integrated pedagogy supported by technology. Teachers with knowledge and skill in various subject disciplines will collaboratively explore new avenues of thought in their practice.

c. Board Chaplain had no comment this evening.

15. Remarks/Questions by Trustees

Trustee Alexander thanked the Director for his solid leadership, principals and teachers for their contribution to the board's success and the Student Achievement team for all their efforts.

Trustee Tope recently attended a St. Pius X Catholic Elementary School Parent Council meeting where parents inquired on the completion of the portable to the school corridor. Executive Superintendent Iatonna indicated the estimate to finalize the corridor was double the anticipated cost and therefore additional quotes area required; Attended the Tecumseh/Lakeshore French Immersion Information Night with Trustee DiMenna and personally thanked Superintendent Byrne, Curriculum Consultant Elisa Houston, Communications Coordinator Fields, and Principal Lisa Boudreau at St. Anne's French Immersion for a job well done; Attended the Ontario Catholic School Trustees' Association Seminars; Thanked the Director, principals and vice principals; and Congratulated Superintendent Murray on his upcoming retirement.

Trustee Mastromattei thanked the principals and vice principals for contributing to the success of the board and congratulated Superintendent Murray on his upcoming retirement.

Trustee Costante thanked St. John Catholic Elementary School Principal Russo for promoting and supporting the students in the local Robotic Challenge. The St. John students won first place and will participate at the provincial level.

Trustee Valentinis acknowledged the accomplishments over the past four years but especially the last two and thanked the leaders and those carrying out their work in the classroom. Trustee Valentinis felt the recent successes of the board provided three messages: 1. Finances have been addressed creating a new culture; 2. Academic success in the schools; and 3. New forward thinking initiatives.

Trustee Soulliere thanked senior administration and trustees for supporting Schools First Child Care Capital Plan at St. John the Baptist Catholic Elementary school but especially Superintendent O'Hagan-Wong for her tireless work on this project; Commented on the positive relationship between the Woodslee Community Centre, St. John the Evangelist Catholic Elementary School and the Woodslee community in general; Supports the State of the Board address; and Proud and pleased with every person in our system.

Trustee DiTomasso attended the French Immersion Information Night at St. Joseph Catholic Elementary School and thanked Superintendent Byrne, Curriculum Consultant Elisa Houston, Communications Coordinator Fields, Principal Genevieve Cano at St. Mary's French Immersion, Principal Michael Cusinato at Queen of Peace French Immersion, and Principal Doris Baggio at St. Joseph; and Thanked the Director, principals, vice principals and all staff of the Board.

Trustee DiMenna thanked the Leamington business men who donated a 3D printer to St. Anthony Catholic Elementary School and also thanked principals, vice principals and the entire staff.

Student Trustee Dumlao also thanked the principals and vice principals and commented on how the Chromebooks are beneficial to the system; Thanked the Director for making mental health as one of the Board's top priorities; and Mentioned high school students focussing on their exams.

Student Trustee Gaspard thanked the entire staff of the Board for creating a wonderful learning environment for all the students.

16. Pending Items: *None*
17. Future Regular Board Meetings: *Unless stated otherwise, all meetings will be held on the fourth Tuesday of the month at the Windsor Essex Catholic Education Centre - 1325 California Avenue, Windsor beginning at 7:00 p.m.*

- Tuesday, February 24, 2015
- Tuesday, March 24, 2014
- Tuesday, April 28, 2015
- Tuesday, May 26, 2015
- **MONDAY**, June 22, 2015

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

18. Adjourn to In-Camera meeting, if required: *Not required.*
19. Closing Prayer – Fr. Brunet closed the meeting with a prayer.
20. Adjournment – - There being no further business, the Regular Board meeting of January 27, 2015 adjourned at 9:25 pm.

Original signed by B. Holland and P. Picard

Barbara Holland
Chairperson of the Board

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