



**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 26, 2016 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, <i>Vice-Chair</i>	S. Tope
F. DiTomasso	F. Valentinis

J. Bowers, Student Trustee
M. Diab, Student Trustee
Rev. L. Brunet, Board Chaplain

Regrets:

Chair Holland

Administration:

P. Picard (Resource)	J. Bumbacco	C. Norris
C. Geml	E. Byrne	M. Seguin
M. Iatonna	S. Fields	J. Shea
T. Lyons	R. Lo Faso	J. Ulicny

Recorder:

B. Marshall

1. Call To Order – In absence of Chair Holland and in accordance with Board By-Law 7:01 Presiding Officer, Vice-Chair DiMenna, as Pro Tem Chair called the meeting to order at 7:03 pm.
2. Opening Prayer – Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance – Chair Holland sent her regrets due to a family commitment.
4. Approval of Agenda – No amendments this evening.

Moved by Trustee DiTomasso and seconded by Trustee Valentinis that the January 26, 2016 Regular Board meeting agenda be approved as distributed. *Carried*

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

6. Presentations:
a. Junior/Senior Kindergarten Registration

Communications Coordinator Stephen Fields presented the Junior and Senior Kindergarten marketing materials reboot. In collaboration with Superintendents, JK/SK Teachers and Media Centre Graphic Designer Reg Houle, a new marketing strategy, design and slogan was developed for 2016.

7. Delegations: *None*

8. Action Items:

- a. Previous Meeting Minutes

- i) Minutes of the Special Committee of the Whole Board meeting of December 15, 2015

Moved by Trustee Mastromattei and seconded by Trustee Costante that the Minutes of the Special Committee of the Whole Board In-Camera meeting of December 15, 2015 be adopted as distributed. Carried

- ii) Minutes of the Regular Board Meeting of December 15, 2015

Moved by Trustee Alexander and seconded by Trustee Tope that the Minutes of the Regular Board meeting of December 15, 2015 be adopted as distributed. Carried

- b. Committee of the Whole Board In-Camera meeting of January 12, 2016

Trustee Soulliere reported that the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board in-camera meeting on January 12, 2016 pursuant to the Education Act - Section 207, to consider specific personnel, pupil, 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 Soulliere and seconded by Trustee Costante that the recommendations and directions of the Committee of the Whole Board in-camera meeting of January 12, 2016 be approved. Carried

Trustee Soulliere made the following announcements:

From the January 12, 2016 Committee of the Whole Board in-camera meeting

- Received Administrative Assignments as of February 4, 2016; and
- Approved in principle the development of a new programming initiative.

9. Communications:

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

- b. Internal (Reports from Administration):
i) Report: Employee Purchasing Card Use 2014-15

Moved by Trustee Tope and seconded by Trustee Alexander that the Board receive the Employee Purchasing Card Use 2014-15 report as information.
Carried

- ii) Report: Windsor-Essex – Student Transportation Services (WESTS) Annual Report for the Year Ended August 31, 2015

Trustee Soulliere inquired on the safety of students walking in road construction zones, specifically those accessing bus stops.

Administration will review procedure with WESTS and Municipalities.

Moved by Trustee Valentinis and seconded by Trustee Soulliere that the 2014-15 Annual Report from Windsor-Essex - Student Transportation Services (WESTS) be received as information. *Carried*

- iii) Report: Trustee Attendance August to December 2015

Moved by Trustee Costante and seconded by Trustee Tope that the Board receive the report Trustee Attendance – August to December 2015 as information. *Carried*

- iv) Report: 2014-2015 Annual Report on Trustee Expenses

Clerical error: Trustee Alexander's Meal Expense of \$66 should have been expensed to Other.

Moved by Trustee Mastromattei and seconded by Trustee Costante that the Board receive the 2014-15 Annual Report on Trustee Expenses as information.
Carried

- v) Report: 2015-2016 First Interim Financial Variance Report

Moved by Trustee DiTomasso and seconded by Trustee Soulliere that the 2015-16 First Interim Financial Variance Report be received as information.
Carried

- vi) Report: 2016-2017 Budget Schedule

Moved by Trustee Tope and seconded by Trustee Soulliere that the 2016-17 Budget Schedule be received as information. *Carried*

- vii) Report: Director of Education's State of the Board and Annual Report to the Community

The annual State of the Board report provides the Director with the opportunity to

share with Trustees and the Catholic School Community current accomplishments, how those accomplishments were achieved and future direction.

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

10. Committee Reports:

- a. Report: Special Education Advisory Committee (SEAC) Minutes of November 19, 2015

Administration responded to several questions regarding the continued lack of Ministry Special Education funding in relation to increased special education enrolment and the associated costs.

Moved by Trustee Soulliere and seconded by Trustee DiTomasso that the Board receive the Minutes of the Thursday, November 19, 2015 Special Education Advisory Committee meeting as information. Carried

- b. Report: French Immersion Advisory Committee (FIAC) Minutes of November 4, 2015

Moved by Trustee Alexander and seconded by Trustee Tope that the Board receive the Minutes of the November 4, 2015 French Immersion Advisory Committee meeting as information. Carried

11. Unfinished Business: *None*

12. New Business:

- a. Report: Request For Proposal Approval – Building Automation System – Cardinal Carter Catholic Secondary School

Moved by Trustee Costante and seconded by Trustee Tope that the actions of administration be confirmed and ratified in the acceptance of the proposal and the issuance of purchase order contract for a Building Automation System at Cardinal Carter Catholic Secondary School in the amount of \$224,602 plus HST to H&E Comfort Controls Ltd. to be funded from the approved 2015-16 School Condition Improvement Budget. Carried

- b. Report: New Policy T:07 Trustee Code of Conduct, *final approval*

Trustee Costante asked for clarification on Schedule A, sections 9, 23, 43, and 60.

Trustee Alexander requested section 35 to include “in consultation with the Vice Chair and the Director...”. Administration will review and amend section 35.

Policy T:07 Trustee Code of Conduct was deferred until the above mentioned amendment is received.

DEFERRED: Moved by Trustee Alexander and seconded by Trustee Costante that the Board defer the final approval for Draft Policy T: 07 Trustee Code of Conduct. Carried.

ORIGINAL MOTION: Moved by Trustee Costante and seconded by Trustee Soulliere that the Board provide final approval for Draft Policy T: 07 Trustee Code of Conduct.

- c. Report: Expansion of Elementary French Immersion Program

Moved by Trustee Soulliere and seconded by Trustee DiTomasso that approval be given to the establishment of a dual track English and French Immersion program at St. John the Baptist Catholic Elementary School beginning September 2016; and

That approval be granted to include boundary adjustment for the above French Immersion site; and

That Administration provide a comprehensive implementation plan for the expansion of French Immersion at St. John the Baptist, including financial considerations to the Board. Carried

13. Notice of Motion: *None*

14. Remarks and Announcements:

- a. Chairperson of the Board - Absent this evening.
- b. Director of Education Picard provided comments on recent activities supporting the Board's strategic priorities namely;
- Catholic Faith Formation:** Congratulations to the Board's Campus Ministers for an outstanding job hosting the Catholic School Chaplain's of Ontario Conference in Niagara Falls. First Day of Lent is February 10th. Please join us for an Ash Wednesday mass at Assumption Chapel.
- Employee Development and Student Achievement Initiatives:** The following workshops are scheduled during the month of February: Emergency Response Training; EQAO Sessions; Learning Support Teachers Moderated Learning Session; Young Workers Awareness Program Training; Working at Heights Training; SafeTalk Session; OLE French Immersion; and Literacy Support Services Team Professional Development.
- Community Engagement and Partnerships:** The Accommodation Review Public meetings were held this past week. The final staff report will be posted to the Board's website February 9th. Director Picard thanked the community for their positive nature and input as well as understanding the Board's ARC recommendations. The Ministry of Education has invited representatives from the Board to present the Grade 7, 8 and 9 iPad initiative at the 21st Century roundtable. The Ministry expressed others could benefit from the Board's experience especially in the area of Assessment.

Director Picard welcomed back Superintendent Jamie Bumbacco.

- c. Board Chaplain Brunet mentioned the annual United Nations International Holocaust Awareness Day is recognized on January 27th.

15. Remarks/Questions by Trustees

Trustee Alexander inquired on the progress of the new St. Bernard elementary school. Executive Superintendent Iatonna provided an update.

Trustee Tope thanked administration and school staff involved in the Blessing ceremony of St. André French Immersion Catholic Elementary School. Trustee Tope commented on the Friends and Advocates of Catholic Education (FACE) Initiative, *Take Your MPP to School*. MPP Nicolls and Natayschak have visited schools within their riding. She thanked Communications Coordinator Steven Fields, the principals and teachers for welcoming the MPPs.

Trustee Costante congratulated Principal Joseph Ibrahim on his new assignment at the Catholic Education Centre and welcomed back Superintendent Jamie Bumbacco.

Trustee Valentinis inquired on the progress of the south Totten Street property. Executive Superintendent Iatonna mentioned the report will be presented in February.

Student Trustee Bowers commented on the informative and valuable presentations at the Ontario Catholic School Trustees Association (OCSTA) conference.

Student Trustee Diab commented on the recent Student Senate meeting held at Catholic Central High School. The meeting was designed to gather ideas to promote Catholic Central in a positive manner based on the slogan *Imagine the Possibilities*. Student Trustee Diab also commented on the informative presentations at the OCSTA conference.

Trustee DiMenna congratulated the delegations on their thorough presentations and thanked the respectful attendees who were present at the Accommodation Review Public Delegation meeting held January 25th.

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 23, 2016
- Thursday, February 25, 2016 – *ARC Delegation Meeting held at Cardinal Carter for the Leamington Area*
- Monday, February 29, 2016 – *ARC Delegation Meeting held at St. Thomas of Villanova High School for the Amherstburg Area*
- Tuesday, March 1, 2016 – *ARC Delegation Meeting at Assumption College High School for the West Windsor Area*
- Tuesday, March 29, 2016

- Tuesday, April 26, 2016
- Tuesday, May 24, 2016
- Tuesday, June 14, 2016 (*Additional*)
- **MONDAY**, June 27, 2016

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 26, 2016 adjourned 8:52 p.m.

Original signed by M. DiMenna and P. Picard

Mary DiMenna
Pro Tem Chairperson of the Board

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