



**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, April 26, 2016 at 7:00 p.m.  
Windsor Essex Catholic Education Centre  
John Paul II Board Room**

**MINUTES**

**PRESENT**

**Trustees:** F. Alexander (*participated electronically*) B. Mastromattei  
F. Costante L. Soulliere  
M. DiMenna, *Vice-Chair* S. Tope  
F. DiTomasso F. Valentinis  
B. Holland, *Chair*

M. Diab, Student Trustee

**Regrets:** Student Trustee Bowers

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

**Recorder:** B. Marshall

1. Call To Order – Chair Holland called the meeting to order at 7:17 pm.
2. Opening Prayer – In Fr. Brunet’s absence, Trustee Costante opened the meeting with a prayer.
3. Recording of Attendance – All Trustees present. Trustee Alexander participated electronically. Fr. Brunet sent his regrets due to a prior commitment. Student Trustee Bowers was absent due to unexpected circumstances.
4. Approval of Agenda – No amendments this evening.

**Moved by Trustee DiMenna and seconded by Trustee DiTomasso that the April 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: *No presentations this evening.*
7. Delegations: *No delegations this evening.*
8. Action Items:
  - a. Previous Meeting Minutes
    - i) Minutes of the Committee of the Whole Board In-Camera meeting of March 29, 2016

**Moved by Trustee DiTomasso and seconded by Trustee Mastromattei that the Minutes of the Committee of the Whole Board In-Camera meeting of March 29, 2016 be adopted as distributed. Carried**

- ii) Minutes of the Regular Board Meeting of March 29, 2016

**Moved by Trustee DiMenna and seconded by Trustee Valentinis that the Minutes of the Regular Board meeting of March 29, 2016 be adopted as distributed. Carried**

- iii) Minutes of the Special Regular Board Meeting of April 5, 2016

**Moved by Trustee Alexander and seconded by Trustee Tope that the Minutes of the Special Regular Board meeting of April 5, 2016 be adopted as distributed. Carried**

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

Vice Chair DiMenna reported that the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board in-camera meeting on April 12, 2016 pursuant to the Education Act - Section 207, to consider specific personnel, labour relations matters, potential litigation 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 items.

**Moved by Trustee DiMenna and seconded by Trustee Tope that the recommendations and directions of the Committee of the Whole Board in-camera meeting of April 12, 2016 be approved. Carried**

Vice Chair DiMenna made the following announcements:

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

- Approved an extension to the Director of Education's Personal Service Contract;
- Approved the ratification of the collective agreement with the Ontario English Catholic Teachers' Association – Occasional Teachers that was tentatively reached on March 7, 2016;

- Approved the ratification of the collective agreement with the CUPE 1358.1 Educational Assistant Group and CUPE 1358.2 Special Services Unit that was tentatively reached on March 23, 2016;
- Approved the Employee Benefits Consultant Agreement extension - 2016-2017 with Mercer (Canada Limited); and
- The Windsor-Essex Catholic District School Board has jurisdiction under the *Education Act* and Regulations for all Catholic schools and school organizations within Windsor and Essex County. After careful consideration, the Board has decided to exercise its jurisdiction to opt out of the Bingo Licences class action lawsuit and will instruct its legal counsel to do so.

9. Communications:

- a. External (Associations, OCSTA, Ministry): *None*
- b. Internal (Reports from Administration):
  - i) Report: 2016-2017 Budget Development and Budget Outlook Update

**Moved by Trustee Valentinis and seconded by Trustee Mastromattei that the Board receive the report on 2016-17 Budget Development and Budget Outlook Update as information. Carried**

- ii) Report: 2015-16 Second Interim Financial Variance Report

**Moved by Trustee Tope and seconded by Trustee Costante that the 2015-16 Second Interim Financial Variance Report be received as information. Carried**

- iii) Report: Summary of Freedom of Information Statistical Report 2015

**Moved by Trustee Costante and seconded by Trustee DiTomasso that the Board receive as information this report summarizing the Freedom of Information Statistical Report filed with the Information and Privacy Commission for the 2015 Reporting Year. Carried**

10. Committee Reports:

- a. Report: French Immersion Advisory Committee Minutes of January 14, 2016

**Moved by Trustee Tope and seconded by Trustee Alexander that the Board receive the Minutes of the January 14, 2016 French Immersion Advisory Committee meeting as information. Carried**

11. Unfinished Business:

- a. Notice of Motion from the April 5, 2016 Special Regular Board Meeting:

**Moved by Trustee DiMenna and seconded by Trustee Tope that effective September 2016, students from Holy Name, St. John de Brebeuf and Our Lady of the Annunciation Catholic Elementary Schools may elect to attend the new middle school at Cardinal Carter; and**

**That the Board will provide transportation for those students; and**

**Administration prepare a financial impact report on this matter, which would also contain information that would gauge the level of interest for attendance at the middle school among those families, for discussion at our next meeting. Carried**

12. New Business:

- a. Deferred Report: Draft Amended Policy T:07 Trustee Code of Conduct, *final approval (Deferred from January 26, 2016)*

Trustee Alexander discussed with Colleen Norris, Senior Manager of Human Resources and Policy Development the Municipal Conflict of Interest Act in relation to the Trustee Code of Conduct.

**Moved by Trustee DiMenna and seconded by Trustee Tope that the Board provide final approval for Draft Policy T: 07 Trustee Code of Conduct. Carried**

- b. Report: Amended Policy IT:01 Acceptable Use of Information Technology Resources, *approval in principle*

Trustee Soulliere requested administration to review section 3.3: The WECDSB's Information Technology Resources are intended for educational, instructional or other business related use to facilitate administration and communication. Trustee Soulliere believes the statement *other business related use* is too vague.

Trustee Tope inquired whether staff are required to sign off acknowledging receipt and an understanding of their obligations.

Trustees concerns will be brought forward to the I.T. policy sub-committee.

**Moved by Trustee Mastromattei and seconded by Trustee DiTomasso that the Board approve in principle Draft Policy IT:01 Acceptable Use of Information Technology Resources. Carried**

13. Notice of Motion: *None*

14. Remarks and Announcements:

- a. Chairperson of the Board Holland provided the following comments:
- Attending with Trustee Tope, Director Picard, Associate Director Geml and Communications Coordinator Fields the Ontario Catholic School Trustees' Association Annual General Meeting this Thursday to Saturday. At the March 29<sup>th</sup> regular board meeting Trustees supported the Chair's decision to seek the OCSTA Presidency. The election will occur on Friday.
  - Thanked Minister Sandals for her April 25<sup>th</sup> visit. Ontario's \$9 million investment for our school consolidations in Leamington, Amherstburg and West Windsor will further enhance the Board's innovative programs in first-rate facilities.
  - Publically congratulated Associate Director Geml on her retirement. Chair Holland stated the following:

*Earlier this evening, Ms. Geml informed trustees she will be retiring on June 30th. With heavy hearts we will certainly miss Cathy's wisdom, experience and genuine love of students. Her talents are truly no less than a gift. With mixed emotions the Board wishes her the happiest of retirements.*

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

***Catholic Faith Formation:*** Pope Francis has declared 2016 a "Holy Year of Mercy" as a way for the Catholic Church to "make more evident its mission to be a witness of mercy". On December 8<sup>th</sup> Pope Francis opened the Holy Door to evoke the concept of forgiveness which is the main focus of a Holy Year. *Catholic Education Week 2016, which begins May 1<sup>st</sup>, combines both the theme of mercy and the act of opening doors of reconciliation, mercy and forgiveness to all around us.* As part of the celebrations, a province-wide Student Mass will be held on Tuesday, May 3rd in all Catholic high schools across Ontario. This event is organized by our Catholic Student Trustees.

***Employee Development and Student Achievement Initiatives:*** The following workshop is scheduled during the month of May: English as a Second Language (ESL) Junior Teachers Part 2 training.

***Community Engagement and Partnerships:*** The Leamington, Amherstburg and West Windsor accommodation review transition committees have begun to meet this week.

- St. Louis and Queen of Peace JK to Grade 6 Transition Committee met last night.
- Cardinal Carter Middle school committee is scheduled to meet at Cardinal Carter Thursday, April 28<sup>th</sup> at 4:00 pm.
- On May 2<sup>nd</sup>, at 7:00 pm at Cardinal Carter, Principal Kevin Hamlin will host a public meeting to provide an overview of the Grades 7 - 12 Model and Academy Programs offered at Cardinal Carter in September 2016.
- The Amherstburg Transition Committee is meeting Wednesday, April 27<sup>th</sup> at 7:00 pm at Stella Maris school.
- The St. John and St. James transition meeting is scheduled for May 4<sup>th</sup> at 4:00 pm at St. James school.
- The Assumption Middle school transition meeting is scheduled for May 9<sup>th</sup> at 4:00 pm at St. John school.

The Rotary Club of Windsor will recognize volunteer student leaders in school and community activities. This annual program has been named in memory of the late Dr. Claire R. MacLeod, past president and life member of the Rotary Club. On behalf of the Board, Superintendent Emelda Byrne will be attending this event on Monday, May 2nd.

***Celebrating Achievements:*** The Phil Gignac Music Competition was held on Friday, April 22 at Holy Names High School. Approximately 100 grade 8 students competed in various categories. The awards presentation will take place at our annual All Star Band Night on May 19th, 6:00 p.m. at St. Joseph's Catholic High School where hundreds of our aspiring musicians will perform; The 2nd annual Catholic Social Justice Forum, entitled "Misericordia 2016" was held on Thursday, April 21st at the St. Clair Centre for the Arts. Students from our secondary schools had the opportunity to hear several guest speakers on topics that challenged our youth to respond to the call to serve those in need and to live as Jesus would want us to. The key-note speaker was Canadian international "plus" model Elly Mayday speaking about her challenges with cancer. Topics included safe internet practices, supporting those with mental health challenges, residential schools, United Way community support programs, a refugee's story, and

mission work - all done in a Catholic faith-based context; Support Staff Leadership Program Graduation is Monday, May 9. The Teacher Leadership program Graduation is Thursday May 26; Nominations for the J. F. Johnston Outstanding Educator Award and Lucien (Kit) Lacasse Award are being accepted until May 6<sup>th</sup>; Applications for the Director's Award – Our Journey to Holiness for both Elementary and Secondary students are now being accepted until May 20<sup>th</sup>. Please refer to the staff room folder for more information; Congratulations to the following student and educator recipients of the Council for Exceptional Children awards: Students Cole Clingan from Brennan, Tiana Friesen and Joshua Trupp-Casey from St. Anne High School, Anthony Traynor from Holy Names; Educators Sarah Bellemore from Catholic Central, Silvana Bontorin from St. John Vianney, Laurie Faucher and Angela Knapp from St. Joseph elementary, Gabe Gagnon from St. Anne High School and Debbie Russ from W.J. Langlois. This year's recipient for the Council for Exceptional Children Chapter Award is Associate Director Cathy Geml; and The Board's Retirement Banquet will be held on Friday, June 10 at the Ciociaro Club.

**Miscellaneous:** Elementary Day of Champions will be held Thursday, May 19<sup>th</sup> at St. Thomas of Villanova High School; The Secondary Day of Champions on Friday, June 10<sup>th</sup> at Cardinal Carter. These events promote a sense of community among students, staff members, and volunteers from our Life Skills programs; and Many of our grade 8 students will be experiencing Muskoka Woods this week. Extra prayers for good weather, a good time and safe travels.

c. Board Chaplain – Absent this evening.

15. Remarks/Questions by Trustees

Trustee Alexander wished Associate Director Geml all the best and praised her extraordinary work with the Board. Ms. Geml will be deeply missed.

Trustee Tope thanked those involved in preparing for the Minister's successful visit on April 25<sup>th</sup>.

Trustee Tope thanked Associate Director Geml for her passion and dedication especially her unyielding faith in the Board's inclusionary model.

Trustee Mastromattei congratulated Associate Director Geml on her retirement, mentioning their years of working together in Special Education and now, as a Trustee, furthered his respect for her outstanding work and commitment to the Board.

Trustee Mastromattei commented on St. Thomas of Villanova High School students presenting a Buddy Bench to the St. Angela elementary students and publically supported Catholic Central High School Teacher and Basketball Coach Peter Cusumano.

Trustee Costante also commented on the Minister's visit mentioning it was an important day for the Board and is looking forward to the implementation of the new initiatives.

Trustee Costante thanked Associate Director Geml for her passion and leadership especially the special education inclusionary model.

Trustee Valentinis extended his congratulations and appreciation for Associate Director Geml's contribution to the Board and wished her the best in the future.

Trustee Soulliere mentioned the St. John the Baptist Catholic Elementary parent council, through fundraising, donated five Chromebook Hubs. Each classroom will have access to the hubs which contain a minimum of 5 Chromebooks.

Trustee Soulliere has been invited to judge the anti-bullying Buddy Idol contest at Our Lady of Annunciation Catholic Elementary school.

Trustee Soulliere congratulated and thanked Associate Director Geml for her hard earned, well deserved retirement and commented as a teacher and administrator she has shaped our community leaving a lasting impression.

Trustee DiTomasso congratulated and thanked Associate Director Geml for being a great friend and educator.

Trustee DiMenna congratulated Associate Director Geml for her hard work and dedication which has not gone unnoticed by this Board or colleagues. Ms. Geml has been an asset to this Board. Trustee DiMenna also thanked Ms. Geml for not only being an outstanding role model but also for being a friend.

Student Trustee Diab informed Trustees of the various student planned events scheduled throughout the Board's high schools and Student Senate.

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, May 10, 2016 – Special Regular Board Meeting at 8:00 pm
- Tuesday, May 24, 2016
- Tuesday, June 14, 2016 (*Additional*)
- **MONDAY**, June 27, 2016
- Tuesday, September 27, 2016
- Tuesday, October 25, 2016
- Tuesday, November 22, 2016
- Tuesday, November 29, 2016 – *Trustee Organizational Meeting, 7:30pm start*
- Tuesday, December 13, 2016
- Tuesday, January 24, 2017
- Tuesday, February 28, 2017
- Tuesday, March 28, 2017
- Tuesday, April 25, 2017
- Tuesday, May 23, 2017
- Tuesday, June 13, 2017
- **Monday**, June 26, 2017

*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 – Trustee Costante closed the meeting with a prayer.
20. Adjournment –There being no further business, the Regular Board meeting of April 26, 2016 adjourned at 8:06 p.m.

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

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

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