



Windsor-Essex Catholic District School Board

1325 California Avenue, Windsor, Ontario N9B 3Y6

Telephone (519) 253-2481
Michael B. Moher, Director of Education

Fax: (519) 253-0620
John Macri, Board Chairperson

REGULAR BOARD MEETING

Tuesday, April 12, 2005

Windsor Essex Catholic Education Centre
1325 California Avenue, Windsor

AGENDA

I In-Camera Meeting – 6:00 p.m.

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II Regular Meeting of the Board- 7:00 p.m.

1. Call To Order
2. Opening Prayer
3. Recording of Attendance
4. Approval of Agenda
5. Questions Pertaining to Agenda
6. Disclosure of Interest - Pursuant to the Municipal Conflict of Interest Act.
7. Presentations
8. Delegations

a. Delegation Regarding Items Not on the Agenda

3:11.1 Any person(s) wishing to make a formal presentation to the Board shall make their intent known, in writing, to the Secretary at least one week prior to the regular meeting. They shall briefly explain in their petition the nature of their business. Discussion shall be limited to the petition and shall be not longer than ten (10) minutes. The time limit can be waived by the consent of the majority of the Board.

b. Delegations Regarding Items On the Agenda

3:11.2 Any person(s) wishing to appear before the Board and speak on an item appearing on the agenda of the Board Meeting has until NOON of the day of the Board meeting to make a request to the Secretary. They shall explain briefly the nature of their business. The discussion shall be limited to the item on the agenda and shall be no longer than ten (10) minutes.

9. Action Items	
a. Approval of Minutes	
i) Minutes of In-Camera Meeting, March 29, 2005	
ii) Minutes of Regular Meeting, March 29, 2005	1 - 6
b. Items From In-Camera Meeting of March 29, 2005 and April 12, 2005	
10. Communications	
a. External (Associations, OCSTA, Ministry)	
i) Memorandum from the Ontario Catholic School Trustees' Association re: Resolutions to be Considered at the 2005 AGM (<i>full package provided to trustees previously</i>)	7
b. Internal (Reports from Administration)	
i) Report: Administrative Staff Report (J. Berthiaume)	8 - 9
11. Unfinished Business	
a. Trustee Porcellini Amended Notice of Motion from March 29, 2005: <i>“that the Board request from administration a report detailing and discussing the enrolment pressures facing Catholic Central High School, identifying possible solutions and next steps.”</i>	
12. New Business	
a. Report: Absent Placement System for Teachers and Educational Assistants (J. Berthiaume/J. Byrne)	10
b. Report: Tender – Roofing 2005 (P. Marchini/C. Marier/T. Robins)	11 – 12
c. Report: Tender – Janitorial Supplies 2005 (C. Marier/T. Robins)	13
13. Committee Reports	
a. Report: Special Education Advisory Committee (SEAC) – Minutes of February 24, 2005 (J. Ouellette)	14 - 19
14. Notice of Motion	
15. Remarks and Announcements	
a. Chairperson	
b. Director of Education	
c. Board Chaplain	
16. Remarks/Questions by Trustees	
17. Pending Items	
18. Continuation of In-Camera, if required	

19. Future Board Meetings: (unless stated otherwise all meetings will be held at the Windsor Essex Catholic Education Centre - 1325 California Avenue, Windsor)

- Tuesday, April 12, 2005 – 7:00 p.m.
- Tuesday, April 26, 2005 – 7:00 p.m.
- Tuesday, May 10, 2005 – 7:00 p.m.
- Tuesday, May 24, 2005 – 7:00 p.m.
- Tuesday, June 14, 2005 – 7:00 p.m.
- Monday, June 27, 2005 – 7:00 p.m. (**NOTE NEW DATE**)

20. Closing Prayer

21. Adjournment

John Macri
Board Chairperson

Michael Moher
Director of Education & Secretary



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Michael B. Moher, Director of Education John Macri, Board Chairperson

REGULAR BOARD MEETING Tuesday, March 29, 2005 Windsor Essex Catholic Education Centre 1325 California Avenue, Windsor

MINUTES

PRESENT

Trustees:

J. Courtney, Vice-Chair	J. Macri, Chair
M. DiMenna	S. Porcellini
B. Holland	L. Soulliere
P. Keane	
Rev. L. Brunet, Board Chaplain	
Student Trustee Deschamps	

Regrets:

F. Alexander, C. Janisse
E. Limarzi, Student Trustee Alternate

Administration:

M. Moher (Resource)	T. Halford
J. Berthiaume	P. Littlejohns
P. Marchini	E. Poirier
J. Ouellette	T. Robins

Recorder:

D. Steffens

1. Call To Order - Chair Macri called the meeting to order at 7:30 p.m.
2. Opening Prayer – Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance – Trustees Alexander, Janisse and Student Trustee Alternate Limarzi sent regrets.
4. Approval of Agenda

Amendments:

- Item 13a Board Policy Review Committee: Chair Macri indicated that the amended policy *A:09 Educational Resources Deselection* has been removed from the report and will be presented at a future meeting.

Moved by Trustee DiMenna and seconded by Trustee Soulliere that the March 29, 2005 Regular Board meeting agenda be approved as amended. *Carried.*

5. Questions Pertaining to Agenda – None.
6. Disclosure of Interest - Pursuant to the Municipal Conflict of Interest Act. – None.
7. Presentations – None.
8. Delegations
 - a. Delegation Regarding Items Not on the Agenda – None.
 - b. Delegations Regarding Items On the Agenda – None.
9. Action Items
 - a. Approval of Minutes
 - i) Minutes of In-Camera Meeting, March 8, 2005
Moved by Trustee Soulliere and seconded by Trustee Courtney that the minutes of the In-Camera meeting of March 8, 2005 be adopted as distributed. Carried.
 - ii) Minutes of Regular Meeting, March 8, 2005
Moved by Trustee Keane and seconded by Trustee Porcellini that the minutes of the regular meeting of March 8, 2005 be adopted as distributed. Carried.
 - b. Items From In-Camera Meeting of March 29, 2005

Vice-Chair Courtney reported that the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole meeting on March 29, 2005 pursuant to the Education Act - Section 207, to consider specific personnel and real property issues 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 Courtney and seconded by Trustee DiMenna that the recommendations and directions of the Committee of the Whole Board at its meeting of March 29, 2005 be approved. Carried.

Vice-Chair Courtney made the following announcements:

 - Approval of extension of retirement for Earl Skidmore for one additional year
10. Communications
 - a. External (Associations, OCSTA, Ministry) – None.
 - b. Internal (Reports from Administration)
 - i) Report: Administrative Staff Report
Moved by Trustee Soulliere and seconded by Trustee Keane that the Board receive the Administrative Staff Report on hiring, retirement and resignation of staff dated March 29, 2005 for information. Carried.

- ii) Report: Public Sector Salary Disclosure
Moved by Trustee Holland and seconded by Trustee Courtney that the Board receive the report *Public Sector Salary Disclosure Act, 1996 Disclosure for 2004* as information. Carried.
- iii) Report: Legal Services – January 2005
Moved by Trustee DiMenna and seconded by Trustee Holland that the report *Legal Services – January 2005* be received as information. Carried.

11. Unfinished Business – None.

12. New Business

- a. Trustee Porcellini Notice of Motion from March 8, 2005

Trustee Porcellini indicated that motion is intended to begin dialogue on the enrolment pressures at St. Anne French Immersion Catholic Elementary School and Catholic Central High School following the Ministry's funding changes.

Moved by Trustee Porcellini and seconded by Trustee Courtney that the Board request from administration two reports detailing and discussing the enrolment pressures facing St. Anne French Immersion Catholic Elementary School and Catholic Central High School, identifying possible solutions and next steps.

Since a French Immersion program review is currently in progress the mover and seconder agreed to amend the motion as follows:

Moved by Trustee Porcellini and seconded by Trustee Courtney that the Board request from administration a report detailing and discussing the enrolment pressures facing Catholic Central High School, identifying possible solutions and next steps.

Discussion occurred with respect to duplication of reports given the Good Places to Learn study, which will encompass a review of schools across the whole system including Catholic Central High School.

Moved by Trustee Porcellini and seconded by Trustee Courtney that the amended motion be deferred to the next meeting. Carried.

- b. Trustee Porcellini Notice of Motion from March 8, 2005

Moved by Trustee Porcellini and Trustee DiMenna that the Board request administration prepare a report identifying and discussion the impact a new Begley School will have on enrolment at Immaculate Conception Catholic Elementary School. Motion withdrawn.

Director Moher indicated that trustees would be provided an internal report providing an overview of the projected demographics in the Immaculate Conception Catholic Elementary School area. Trustee Porcellini withdrew the motion.

c. Report: Good Places to Learn Capital Planning Process

Superintendent Marchini provided an overview of Ministry Memorandum 2005:B4 that provides additional information on the implementation of the Good Places to Learn initiative. A Capital Planning Advisory Committee must be established to provide input into the Capital Plan, which must be approved by the Board and submitted to the Ministry in October 2005.

Superintendent Marchini reported the Good Places to Learn Capital Renewal Needs document, received by the Board at the March 8 Regular Board Meeting, must be reviewed in order to identify the conflicting information between the Ministry's Renewal Capital Asset Planning Process (ReCAPP) database and the stage 1 urgent repair needs identified in the Board's document.

Moved by Trustee Holland and seconded by Trustee Soulliere that the report *Good Places To Learn Capital Planning Process* be accepted as information;

and, that the Board establish a Good Places to Learn Capital Planning Advisory Committee with municipal, school, community and public representation, as well as Board Trustees. Carried.

d. Field Trips:

i) 2005 Spring Muskoka Woods Leadership Experience

Moved by Trustee Holland and seconded by Trustee Porcellini that the Board approve the *2005 Spring Muskoka Woods Leadership Experience* field trip. Carried.

ii) Holy Names Catholic High School – Northern Edge Algonquin

Moved by Trustee Courtney and seconded by Trustee Porcellini that the Board approve the *Holy Names Catholic High School* field trip to Northern Edge Algonquin for April 27 to 30, 2005. Carried.

iii) St. John de Brebeuf Catholic Elementary School – Muskoka Woods

Moved by Trustee Holland and seconded by Trustee DiMenna that the Board approve the *St. John de Brebeuf Catholic Elementary School Muskoka Woods* field trip to participate in cooperative learning and physical education activities from June 8 to 10, 2005. Carried.

13. Committee Reports

a. Report: Board Policy Review Committee – Policy Revisions

Chair Macri reported that the amended *A:09 Education Resources Deselection* was withdrawn at the request of administration in order to allow time for further review.

Moved by Trustee Soulliere and seconded by Trustee Holland that the Board approve the policies with no amendments for future review in accordance with the Board's Policy Review Process. Carried.

14. Notice of Motion – None.

15. Remarks and Announcements

- a. Chairperson Macri congratulated the staff of Holy Cross Catholic Elementary School for recently being chosen as a “lighthouse” school.
- b. Director of Education congratulated the principal and staff of Holy Cross Catholic Elementary School for being chosen as one of three “lighthouse” schools in Saskatchewan and Ontario that provide a model-learning environment. Director Moher also commended Elaine Poirier, Supervisor of Curriculum and Tim Halford, Communications Services for their work on the recent Junior Kindergarten and Senior Kindergarten promotional activities.
- c. Board Chaplain Fr. Brunet commented on the recent pilgrimage to Greece where he and several Catholic educators from Windsor-Essex, London and Niagara Catholic school boards participated in faith development experiences while walking in the footsteps of Saint Paul.

16. Remarks/Questions by Trustees

- Trustee Porcellini commended Acting Campus Minister Kathy Verardi for organizing the Living Stations of the Cross for the students of Catholic Central High School and encouraged fellow trustees to attend Canada South Science City during the months April to June when the history of the Italian community in Windsor will be highlighted.
- Trustee Holland commented on the Board’s Grade 8 Graduation policy and encouraged the current policy review process include comments from the Windsor and Essex County Episcopal Vicars with respect to referencing clergy involvement and graduation masses. Trustee Holland reaffirmed her support of the recent Greek pilgrimage and the on-going need to nourish the faith leaders of the Catholic education community as part of the Faith pillar of the Board’s strategic plan.
- Trustee DiMenna thanked the principal and staff of Holy Cross Catholic Elementary School for the invitation to visit the school and view the innovative programming initiatives.

17. Pending Items – None.

18. Continuation of In-Camera – The Board reconvened to In-camera Committee of the Whole meeting following adjournment.

19. Future Board Meetings: (unless stated otherwise all meetings will be held at the Windsor Essex Catholic Education Centre - 1325 California Avenue, Windsor)

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- Tuesday, April 26, 2005 – 7:00 p.m.
- Tuesday, May 10, 2005 – 7:00 p.m.
- Tuesday, May 24, 2005 – 7:00 p.m.
- Tuesday, June 14, 2005 – 7:00 p.m.

- Monday, June 27, 2005 – 7:00 p.m. (**NOTE NEW DATE**)

20. Closing Prayer – Fr. Brunet closed the meeting with a prayer.

21. Adjournment - There being no further business, the Regular Meeting of the Board of March 29, 2005 adjourned at 8:27 p.m. at the call of the Chair.

John Macri
Board Chairperson

Michael Moher
Director of Education & Secretary



Ontario Catholic School
Trustees' Association



March 22, 2005



MEMO TO: Directors of Education
All Member Boards & School Authorities

FROM: Margaret Binns, Office Administrator

RE: **Resolutions to be Considered at the 2005 AGM**

Attached are thirty-eight (38) resolutions received from member boards. Delegates will be asked to consider these during the **Friday business session**.

Committee recommendations have been added to the board resolutions and they have been divided into the following groups:

- Approve
- Approve & Refer to Catholic Education Committee
- Approve & Refer to Communications Committee
- Receive & Refer to Legislation & Finance Committee
- Receive & Refer to Catholic Education Committee
- Receive & Refer to Conference Committee
- To Be Dealt With Individually

Also attached is a copy of the *Explanation of Committee Recommendations and Resolutions Sessions Procedures*.

In order to ensure that the resolutions and the process for handling them at the AGM are understood by all delegates, we would ask that you provide a copy of this package to each of your trustees and ensure that it is reviewed at a board meeting prior to the OCSTA AGM.

Thank you for your cooperation.

Attachments

cc: Trustees.

President, Paul C. Whitehead

Vice Presidents, Bernard Murray

Executive Director, John Stunt



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BOARD REPORT

Meeting Date:
April 12, 2005

PRESENTED FOR: **Public** **In-Camera**
Information Approval

PRESENTED BY: Senior Administration

SUBMITTED BY: Michael B. Moher, Director of Education
J. Berthiaume, Superintendent of Education
P. Littlejohns, Manager of Human Resources
J. Byrne, Supervisor of Human Resources, Academic

SUBJECT: **ADMINISTRATIVE STAFF REPORT**

RECOMMENDATION:

That the Board receive the *Administrative Staff Report* on hiring, retirement and resignation of staff dated April 12, 2005 for information.

BACKGROUND:

FINANCIAL:

COMMENTS:

TIMELINES:

APPENDICES:

- Administrative Staff Report dated April 12, 2005

April 12, 2005

**Windsor-Essex Catholic District School Board
Administrative Staff Report**

	Employee Name	Position	Location	Date	Reason
HIRING:	Tammy Azzopardi	Elementary Secretary	St. John de Brebeuf (P/T)	March 24, 2005	
RETIREMENT:	Urban Amlin	Elementary Teacher	St. Gregory	June 30, 2005	
	Mary Bailey	Elementary Teacher	St. Angela	June 30, 2005	
	Kathy Chevalier	Elementary Teacher	Queen of Peace	March 31, 2005	
	Frances Conway	Secondary Teacher	F. J. Brennan	June 30, 2005	
	Kathy Lovell	Elementary Principal	Our Lady of Mt. Carmel	June 30, 2005	
RESIGNATION:	Kieran Byrne	Secondary Teacher	St. Anne Sec. (On LTD)	March 14, 2005	
	Judith Graham	Educational Assistant	Notre Dame	April 2, 2005	
Teacher Retirements - Upcoming *Have given notice; have yet to retire		Elementary: 22	Secondary: 8	Total: 30	
Teacher Retirements - Year to Date ** Have retired as of this date		Elementary: 5	Secondary: 6	Total: 11	
Teacher Resignations - Upcoming		Elementary: 0	Secondary: 1	Total: 1	
Teacher Resignations - Year to Date		Elementary: 1	Secondary: 1	Total: 2	



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BOARD REPORT

Meeting Date:
April 12, 2005

Public **In-Camera**

PRESENTED FOR: Information Approval

PRESENTED BY: Senior Administration

SUBMITTED BY: Michael B. Moher, Director of Education
Joseph Berthiaume, Superintendent of Education
Jim Byrne, Supervisor of Human Resources (Academic)

SUBJECT: **ABSENT PLACEMENT SYSTEM FOR TEACHERS AND
EDUCATIONAL ASSISTANTS**

RECOMMENDATION:

That the Board extend its Agreement with KelCom at costs quoted in this report for the period May 2005 to May 2007.

BACKGROUND:

The Board has been utilizing KelCom to replace Teachers and Educational Assistants since April 2000. The current three-year agreement expires at the end April 2005.

FINANCIAL:

KelCom has provided a quote based on a 2-year contract commencing May 2005 to May 2007 as follows:

- \$6,000 per month which includes 1700 placements (increased from 1600 placements in the previous agreement) based on 10 month billing)
- \$6.25 per placement thereafter (no change)
- Weekly reporting of absences in MS Excel at no additional charge

There is no percentage increase from our current agreement.

COMMENTS:

Administration believes at this time KelCom adequately meets our needs in addition to being cost-effective.

TIMELINES:

APPENDICES: N/A



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BOARD REPORT

Meeting Date:
April 12, 2005

Public **In-Camera**

PRESENTED FOR: Information Approval

PRESENTED BY: Senior Administration

SUBMITTED BY: Michael B. Moher, Director of Education
Peter Marchini, Superintendent of Business
Tim Robins, Controller of Facilities Services
Claude Marier, Manager of Purchasing & Administrative Services

SUBJECT: TENDER – “ROOFING 2005”

RECOMMENDATION:

That the Board approve the tender bids from Horizon Roofing, Kingsville Roofing, Rauth Roofing and Semple Gooder Roofing for various roofing projects as listed on the attached spreadsheet and that purchase order contracts be issued upon Board approval.

BACKGROUND: A tender opening for “Roofing 2005” took place on Tuesday, March 29, 2005. Seven companies were sent a package and all of them closed. Four companies will be sharing the tender as follows.

FINANCIAL:

<u>Company</u>	<u>Contract Price (GST Incl.)</u>	
Horizon Roofing Ltd.	\$ 340,046.00	(St. James, Stella Maris, Notre Dame)
Kingsville Roofing Ltd.	\$ 289,414.67	(O.L.O.A., St. Louis, St. Bernard Amh, St. Theresa)
Rauth Roofing Limited	\$ 441,803.00	(St. Maria Goretti, St. John Vianney, L.A. Desmarais)
Semple Gooder Roofing Ltd.	\$ <u>320,459.65</u>	(St. Michael's Alt.)
Total	\$1,391,723.32	
Total Net of GST Rebate	\$1,329,811.14	

\$1,242,779.32 will be financed from the Good Places to Learn Grant and \$148,944.00 will be financed from the 2005/6 School Renewal Budget.

COMMENTS: The winning companies have been listed in alphabetical order and include GST.

TIMELINES: Require Board approval at the Board Meeting April 12, 2005 so work can be performed during the months of May through August.

APPENDICES: Tender Results Spreadsheet.

TENDER RESULTS – ROOFING 2005 (Base Bid Only)

Present at Opening: Tuesday, March 29, 2005 – 3:00

Michael Moher, Tim Robins, Gerry Racine, Tremco Rep., Ken Gignac, Debbie Maurice

Locations:	Gillett Roofing	Horizon Roofing	Kingsville Roofing	LaFleche Roofing	Rauth Roofing	Schreiber Brothers	Semple Gooder
St. James	199,500	178,600				183,270	194,826
St. Maria Goretti		295,800			289,000	309,215	302,386
Our Lady Annunciation	28,553	26,900	23,890				33,860
St. John Vianney	68,365	64,400	64,920		59,000	69,285	71,859
Stella Maris		76,300 (Renewal)		81,900	83,910	86,500	83,180
L.A. DesMarais	69,260	68,500		74,800	64,900	71,820	73,420
St. Louis	27,998	28,800	26,405				
St. Bernard (A'burg)		174,300	168,612			186,960	198,230
Notre Dame	66,450	62,900 (Renewal)	68,240			76,280	71,350
St. Theresa	58,900	61,100	51,574				69,945
St. Michael's Alt.		309,900				317,290	299,495



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John Macri, Board Chairperson

BOARD REPORT

Meeting Date:
April 12, 2005

Public **In-Camera**
PRESENTED FOR: Information Approval
PRESENTED BY: Senior Administration
SUBMITTED BY: Michael B. Moher, Director of Education
Peter Marchini, Superintendent of Business
Tim Robins, Controller of Facilities Services
Claude Marier, Manager of Purchasing & Administrative Services
SUBJECT: **TENDER – “JANITORIAL SUPPLIES 2005”**

RECOMMENDATION:

That the Board approve the successful tender bids for janitorial supplies from Holland Cleaning Solutions Ltd., International Supply Systems Inc. and Merchants Paper Company Ltd., for 2005 and that purchase order contracts be issued upon Board approval.

BACKGROUND: A tender opening for “Janitorial Supplies – 2005” took place on Tuesday, March 22 2005. Six companies were invited to bid with all of them closing. This tender used a pre-qualification process to determine the winning bid submissions. Product pricing, delivery cost implications and product quality were all considered during the pre-qualification process. The selection committee was comprised of six Board employees, both Management and Union.

FINANCIAL: Costs shown below are tender award amounts based on one fiscal year volume of approximate purchases of Janitorial Supplies:

Holland Cleaning Solutions Ltd.	\$ 87,931
International Supply Systems Inc.	\$225,662
Merchants Paper Company Ltd.	\$ 71,733
Total	\$385,326

COMMENTS: Purchase order contracts will be issued to the appropriate winning bidders.

TIMELINES: Requires Board approval at the Board Meeting of April 12, 2005.

APPENDICES: N/A



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John Macri, Board Chairperson

BOARD REPORT

Meeting Date:
April 12, 2005

Public **In-Camera**
PRESENTED FOR: Information Approval

PRESENTED BY: Senior Administration

SUBMITTED BY: Michael B. Moher, Director of Education
Janet Ouellette, Superintendent of Education

SUBJECT: **SPECIAL EDUCATION ADVISORY COMMITTEE MEETING
- FEBRUARY 24, 2005**

RECOMMENDATION:

That the Board receive the minutes of the February 24, 2005 Special Education Advisory Committee meeting as information.

BACKGROUND:

All minutes of the Special Education Advisory Committee (SEAC) are to be received by the Board.

FINANCIAL:

n/a

COMMENTS:

n/a

TIMELINES:

Meeting date: February 24, 2005

APPENDICES:

- Minutes of the February 24, 2005 Special Education Advisory Committee (SEAC) meeting



Windsor-Essex Catholic District School Board

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SPECIAL EDUCATION ADVISORY COMMITTEE MEETING

Thursday, February 24, 2005

Windsor Essex Catholic Education Centre

1325 California Avenue, Windsor

MINUTES

Present:	Bev Clarke	Learning Disabilities (alternate)
	Mary DiMenna	Trustee Member
	Michelle Friesen	Integration Action for Inclusion
	Michelle Mastellotto	Down Syndrome Parent Association
	Jane Wysman	Member-at-large, High School Council
	Jennifer Jaco-McKay	Association for Bright Children\
	Deborah Rollier	WCLSS/ECACL
	Cathy Geml	Principals' Association/Supervisor
Also Present:	Shannon Porcellini	Trustee

1. Call to Order
Mary DiMenna chaired the meeting in Lisa Soulliere's absence.
2. Opening Prayer - the SEAC prayer was read together.
3. Welcome/Introductions
4. Regrets – L. Soulliere, G. Gignac
S. Slogan was not in attendance.
5. Approval of Agenda

Moved by M. Mastellotto and J. Wysman that the February 24, 2005 SEAC Agenda be approved as printed and distributed. Carried.

6. Disclosure of Pecuniary Interest - None.
7. Election of officers: Chair, Vice-Chair

J. Ouellette called for nominations for the position of Chair:
J. Wysman nominated by J. Jaco-McKay - declined
M. Friesen nominated by J. Jaco-McKay - declined

J. Jaco-McKay nominated by M. Friesen - accepted
Jennifer Jaco-McKay was acclaimed to the position of Chair for the 2005 calendar year.

Nominations were requested for the position of Vice-chair:
L. Soulliere nominated by M. Mastellotto - accepted
Lisa Soulliere was acclaimed as Vice-chair for 2005.

8. Presentations

Windsor-Essex Community Living

Lisa Raffoul, Donna McKrow and Nancy Wallace-Gero presented on behalf of Community Living Windsor and Essex County Association for Community Living. Lisa Raffoul provided a brief outline of the purpose of Community Living, followed by a very informative video. Donna McKrow spoke of achieving real citizenship for all people at a young and tender age, and the supports and services provided by Community Living. She distributed copies of a folder containing Community Living's many publications, including the popular, "Ring of Friendship," and "Include Me" booklets. Nancy Wallace-Gero explained how Community Living and the Board could work together to improve the lives of students and assist in preparing them for post secondary. The new curriculum, "My Life, My Decisions," for adolescents and young adults, has been developed to stimulate them to think about planning for their future. Community Living is pleased to offer this curriculum, along with presentations if requested, to secondary schools. The Chair thanked the Community Living representatives for their very informative presentation.

Coordinators

Ellen Sebben Cerchie and Filomena Greco spoke on new initiatives for the Life Skills program, which include the following.

- Development of a Snoozelon mobile cart.
- Improving transfer plans from elementary to high school, and from high school to the workplace, including development of a form where the information is shared from year to year.
- Increasing resources and investigating Life Skills programs from other boards.
- Developing units of study to complement classroom programs.
- Ordering a number of resources to enhance the program.
- Committee was in-serviced on a new computer program, DT Trainer, for students with autism, learning disabilities and in Life Skills.
- Speech and Language will present in-servicing on visual strategies.
- Creating an information-based folder on the BBS for staff members.
- Teachers will be in-serviced on the above at summer institutes.
- The plan for 2005-06 is to in-service staff at least once each term.

9. Approval of Minutes – January 27, 2005

Moved by D. Rollier and M. DiMenna that the Minutes of the January 27, 2005 SEAC meeting be approved as printed and distributed. Carried.

Brief discussion took place on the wording of the January 27, 2005 Minutes in reference to the follow-up discussion on SEAC's role and value to the Board.

10. Business Arising - List of potential facilitators for half-day session

Discussion was held on a possible facilitator for the proposed meeting, the format of the meeting, reasons for holding it, and who would attend. Reasons expressed for holding the session were:

- lack of effective communication between SEAC and the Board;
- to create a more cohesive unit within SEAC itself to be a stronger force with trustees;
- to improve the relationship between SEAC and the Board;
- feeling that the Board does not respect SEAC;
- the Board is not coming to SEAC prior to making decisions.

Moved by J. Jaco-McKay and M. Mastellotto that a meeting of just SEAC members be held in April, purpose to be determined. Defeated.

Moved by M. Friesen and S. Porcellini that the association representatives meet to work together on common issues that would strengthen SEAC when they come back to the table. CARRIED.

M. Friesen will make the arrangements.

11. Information Items

Letter from Simcoe Muskoka C.D.S.B. to Ministers

Moved by M. Friesen and D. Rollier to receive the Letter from Simcoe Muskoka Catholic School Board. Carried.

12. Report from Chair – none.

13. Report from Trustees

Financial Report Special Education – Sept. 2004 to Jan. 2005

Brief discussion was held on the budget submission. It was noted that the projected deficit would be eliminated if the government returns the 2.1 million dollars that were clawed back last year. Programs were not cancelled because of the claw back, but additional staff and program enhancements were not implemented. As a result of the behaviour pilot programs last year, a number of programs in various settings have been established, along with additional LET support using a variety of

approaches. Future initiatives will be implemented, but will not translate into a specific program.

Moved by M. Mastellotto and M. Friesen that the report from trustees be accepted. Carried.

14. Report from Superintendent/Supervisor

C. Geml noted that the “Parent’s Guide to Special Education” booklet has been revised with minor changes and will be submitted to the Ministry as part of the Special Education Plan. It will be available on line as well.

J. Ouellette distributed an article titled, “Integration of Special Needs”.

In response to a SEAC motion, the Board is approaching the College of Teachers to have our Board certified as a provider for Special Education qualifications courses. This could significantly decrease costs to teachers, thus increasing the number of staff with Special Education qualifications, including Specialist. Hopefully, within a couple of years, Special Education Part 1 will be a requirement of new teachers within the first few years of teaching.

The Board is being audited by the Ministry of Education on the use of ISA I equipment. Staff will be hired for at least 18 months to go from school to school, check each student’s equipment and use. Hopefully one position will remain permanent for future implementation of equipment ordered. The Ministry is moving towards an outcomes-based, data-driven approach to the education of each student, with significant reporting required to prove that the dollars spent on Special Education are working.

Moved by M. Friesen and S. Porcellini that the report from the Superintendent and Supervisor be received and approved. Carried.

15. New Business

In response to a discussion concerning common concerns, a document listing examples was distributed and discussed. The request was made that the booklet, “Parents and Educators in Partnership,” developed several years ago, be shared with members and discussed at a future meeting?

The chair asked that each member bring a positive story to the next meeting. She also welcomed Bev Clarke as a new member, replacing Gerry Gignac who will be resigning as the representative for Learning Disabilities Association.

16. Association Reports

Bev Clarke commented on the LDA report included in the Agenda. All

associations were encouraged to submit written reports.

M. Mastellotto introduced Paula Murphy who will be proposed as the alternate member for the Down Syndrome Parent Association.

M. Friesen circulated brochures regarding the “Beyond Citizenship” conference, sponsored by Integration Action for Inclusion and Family Alliance Ontario.

J. Wysman will bring a Thank You card to the next meeting.

**Moved by M. Mastellotto and J. Wysman that the date of the next meeting be changed from March 24th (Holy Thursday) to Thursday, March 31, 2005.
Carried.**

17. Closing Prayer - J. Ouellette

18. **On motion by M. Mastellotto and M. DiMenna, the meeting adjourned at 9:40 p.m. Carried.**

**NEXT MEETING
CATHOLIC EDUCATION CENTRE**

**MARCH 31, 2005
7:00 P.M.**

Patricia Hickmott
Recording Secretary

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