



# Windsor-Essex Catholic District School Board

1325 California Avenue, Windsor, Ontario N9B 3Y6

Telephone: (519) 253-2481  
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Fax: (519) 253-0620  
John Macri, Board Chairperson

## REGULAR BOARD MEETING Tuesday, August 30, 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, June 27, 2005	
ii) Minutes of Regular Meeting, June 27, 2005	1 - 13
b. Items From In-Camera Meeting of August 30, 2005	
10. Communications	
a. External (Associations, OCSTA, Ministry)	
b. Internal (Reports from Administration)	
i) Report: Administrative Staff Report (J. Berthiaume)	14 - 17
ii) Report: Staffing Adjustments 2005/2006 (J. Ouellette/J. Berthiaume/ P. Marchini)	18 - 19
iii) Report: Trustee Attendance January to June 2005 (M. Moher)	20
iv) Report: Guest Speaker from South Africa – Lionel Davis (J. Ouellette/ J. Shea/K. Furlong)	21 - 24
11. Unfinished Business	
12. New Business	
a. Report: Selection of Construction Manager - St. Anne’s Catholic High School (P. Marchini/T. Robins/C. Marier)	25 - 28
b. Report: 2005/2006 Operating Fund Budget/Capital Fund Budget (P. Marchini)	29 - 30
c. Report: Appointment of Special Education Advisory Committee (SEAC) Representatives (J. Ouellette)	31 - 32
d. Notice of Motion - Trustee Soulliere from June 27, 2005: <i>“At the next Board         meeting, I shall move or cause to be moved that the Board add two (2) more         psychologists to its psychology department for a total of four (4), and that the         cost be applied to the general budget to offset the cost of educational assistant         lunch supervisor to the Special Education budget.”</i>	
e. Notice of Motion - Trustee Holland from June 27, 2005: <i>“At the next Board         meeting, I shall move or cause to be moved that administration prepare a         report exploring the expansion of the Campus Ministry Program in our         Catholic secondary schools which would include special accommodations for         St. Michael’s Alternate High School.”</i>	
f. Notice of Motion - Trustee Courtney from June 27, 2005: <i>“At the next Board         meeting, I shall move or cause to be moved that a Committee of trustees and         administration be appointed to creatively explore the resources that exist within         this Board which could be of assistance to the three struggling Catholic schools         in Newfoundland. This Committee would communicate with the St. Clair         Catholic District School Board to investigate the possibilities of merging our         respective efforts in this endeavour.”</i>	
g. Fieldtrips:	
i) Holy Names Catholic High School – Northern Edge Algonquin	33 - 37

13. Committee Reports
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
  - a. Deferred from June 27, 2005: Board Policy Review Committee – Board Policy Revisions: *A:12 Code of Ethics / Conflict of Interest (Amended Policy)*
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, September 13, 2005
  - Tuesday, September 27, 2005
  - Tuesday, October 11, 2005
  - Tuesday, October 25, 2005
  - Tuesday, November 8, 2005
  - Tuesday, November 22, 2005
  - Tuesday, December 6, 2005 (Organizational Meeting)
  - Tuesday, December 13, 2005
20. Closing Prayer
21. Adjournment

***John Macri***  
*Board Chairperson*

***Michael Moher***  
*Director of Education & Secretary*



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

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

## REGULAR BOARD MEETING

Monday, June 27, 2005

Windsor Essex Catholic Education Centre  
1325 California Avenue, Windsor

## MINUTES

### PRESENT

#### Trustees:

F. Alexander	P. Keane
J. Courtney, Vice-Chair	J. Macri, Chair
M. DiMenna	S. Porcellini
B. Holland	L. Soulliere
Student Trustee N. Deschamps	
Student Trustee (Alternate) E. Limarzi	

#### Regrets:

C. Janisse, Fr. L. Brunet

#### Administration:

M. Moher (Resource)	T. Halford
J. Berthiaume	P. Littlejohns
P. Marchini	C. Marier
J. Ouellette	T. Robins
C. Geml	L. Staudt
K. Gignac	

#### Recorder:

D. Steffens

1. Call To Order - Chair Macri called the meeting to order at 7:10 p.m.
2. Opening Prayer – The meeting opened with a prayer.
3. Recording of Attendance – Trustee Janisse and Father Brunet sent regrets.
4. Approval of Agenda

#### Amendments:

- Add agenda item 7a Ontario Student Trustee Association - l'Association des Élèves conseillers et conseillères de l'Ontario (OSTA-AECO)
- Delete agenda item 7b Windsor and Essex Parish Reorganization
- Renumber 7a Student Learning to 18 – Intensive Support Pilot Project to 7b
- Amendment (page 53): Item 12f Long Term Financing of Construction Projects - Recommendation #16 to read: *that the Board approve Resolution 2005-01 (below), deemed to be*

*read three times, authorizing its participation in one or more of the 2004/2005 Offerings by the issue of debentures over a maximum term of 25 years in the maximum principal amount of \$63,000,000 to the Ontario School Boards Financing Corporation (OSBFC.)*

- Amendment (page 103): Item 13a Special Education Advisory Committee Meeting – Recommendation amended to read: *That the Board receive the minutes of the May 26, 2005 Special Education Advisory Committee meeting as information.*

**Moved by Trustee Keane and seconded by Trustee DiMenna that the June 27, 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.

Trustee Porcellini declared an interest in item 10b(ii) *Strike Savings and Related Expenses – OECTA Occasional* due to her husband's employment and did not vote on the recommendation.

7. Presentations

- a. Ontario Student Trustee Association - l'Association des Élèves conseillers et conseillères de l'Ontario (OSTA-AECO)

Trustee Holland reported that she attended a meeting with current Student Trustees Deschamps and Limarzi, former Student Trustee Gaspard, Matthew Reid, Past President OSTA-AECO and Patrick Duncan incoming President of OSTA-AECO's English Catholic Board Council. The discussion centred around the recommended revisions to the Board's Student Trustee Policy as it pertains to membership in the Ontario Student Trustee Association. Students Trustees Deschamps and Limarzi briefly introduced Mr. Reid and Mr. Duncan and thanked them for their time and commitment to student trustees across the province.

- b. Student Learning to 18 – Intensive Support Pilot Project Update

Linda Staudt, Supervisor of Student Pathways to Success presented a brief update to the Student Learning to 18 – Intensive Support Pilot Project that the Board approved for implementation at Assumption College and Catholic Central High Schools in January 2005. The Learning to 18 Project funding is intended to support local Board projects to improve credit accumulation and graduation rates, reduce dropout rates and re-engage youth who have left school without a diploma. Students David Hickey, Assumption College and Katie Belmore, Catholic Central, were present to share their success stories since being involved in the Credit Recovery and Workplace Cooperative Education Programs. The Ministry of Education has recently approved an extension and expansion of the original pilot project and approved an additional pilot project proposal which will be implemented at Cardinal Carter Catholic High School.

- c. Windsor and Essex Parish Reorganization - Rev. G. Goyeau and Rev. J. Roche, Episcopal Vicars requested that this presentation be postponed to the new school year.

## 8. Delegations

### a. Delegation Regarding Items Not on the Agenda

Special Education Advisory Committee (SEAC) – J. Jaco-McKay, SEAC Chairperson

Jennifer Jaco-McKay, Chairperson of the Special Education Advisory Committee (SEAC), appeared before the Board to provide background and rationale for two recommendations that were passed at the June 8 meeting of the Special Education Advisory Committee. SEAC has recommended that, in preparing the 2005-2006 budget, the Board consider adding two more psychologists to form a Psychology Department, and make every effort to make one a PhD. SEAC is also recommending that the cost of the two additional psychologists be charged to the general budget to offset funds currently being used to provide lunchtime supervision. SEAC believes the addition of these positions would create an integrated team of professional psychologists consistent with the Family of Schools model and support the psychological assessment process and identification of students within the system. Trustees sought clarification from administration with respect to the board's Identification, Placement and Review Committee (IPRC) process, the length of the student waiting list, the current status of the Ministry's special education funding model and the timelines for the 2005 – 2006 budget approval.

### b. Delegations Regarding Items On the Agenda – None.

## 9. Action Items

### a. Approval of Minutes

#### i) Minutes of In-Camera Meeting, June 14, 2005

**Moved by Trustee Courtney and seconded by Trustee DiMenna that the minutes of the In-Camera meeting of June 14, 2005 be adopted as distributed. Carried.**

#### ii) Minutes of Regular Meeting, June 14, 2005

Amendments:

Page 3 Item 7e: The teacher's name in the first sentence to read Steven Richardson.

Page 3 Item 9b: Trustee Keane's vote to read abstained rather than opposed.

**Moved by Trustee Soulliere and seconded by Trustee Porcellini that the minutes of the Regular Meeting of June 14, 2005 be adopted as amended. Carried.**

### b. Items From In-Camera Meeting of June 27, 2005

Trustee Courtney reported the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole meeting on June 27, 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. Trustee Porcellini declared a conflict of interest in the June 27, 2005 In-Camera Session and excused herself from the relevant discussion item.

**Moved by Trustee Courtney and seconded by Trustee Soulliere that the recommendations and directions of the Committee of the Whole Board at its meeting of June 27, 2005 be approved. Carried.**

Vice-Chair Courtney made the following announcement:

- o the appointment of John Kern to the position of Special Education Coordinator

10. Communications

a. External (Associations, OCSTA, Ministry)

- i) Letter from the Durham District School Board dated May 16, 2005

re: Funding for Accessibility Planning

**Moved by Trustee Soulliere and seconded by Trustee DiMenna that the letter from the Durham District School Board dated May 16, 2005 be received as information. Carried.**

b. Internal (Reports from Administration)

- i) Report: Administrative Staff Report

**Moved by Trustee DiMenna and seconded by Trustee Courtney that the Board receive the *Administrative Staff Report on hiring, retirement and resignation of staff dated June 27, 2005 for information. Carried.***

- ii) Report: Strike Savings and Related Expenses – OECTA Occasional

*Trustee Porcellini declared an interest in this item and did not vote on the recommendation.*

**Moved by Trustee Alexander and seconded by Trustee DiMenna that the Board receive the report *Strike Savings And Related Expenditures as information. Carried.***

- iii) Report: Fiscal 2005 Budget Report

Ken Gignac, Controller of Finance reported that, in July 2004, the Board submitted a balanced 2004 – 2005 budget to the Ministry and, in December 2004, a revised budget was filed indicating no change to the bottom line. For Fiscal 2005, the Board will draw \$2,300,000 from reserves to balance the New Pupil Place Grant expenditures and \$3,208,349 from its Special Education Reserve fund. The board has spent 85% of its estimated year-end expenditures as of June 15.

**Moved by Trustee DiMenna and seconded by Trustee Keane that the Board receive the *Fiscal 2005 Budget Report for the period ending June 15, 2005 as information. Carried.***

- iv) Report: St. Anne Immersion Catholic Elementary School Parking Lot Project Update

**Moved by Trustee Alexander and seconded by Trustee Keane that the Board receive the *St. Anne French Immersion – New Parking Lot Project Update Report as information. Carried.***

v) Report: Expansion of French Immersion - Feasibility Study

Superintendent Ouellette reported that the report is a follow up to the March 8, 2005 Board motion that the Board consider expanding its French Immersion program and that a committee be established consisting of Trustee(s) and administration to conduct a feasibility study. A study group was established of principals and vice-principals from both legacy boards that were experienced and/or interested in French Immersion, a Superintendent and a consultant. In preparation of this report, several background issues surfaced as very relevant factors, including the historical overview, in considering the expansion of the French Immersion Program.

**Moved by Trustee Alexander and seconded by Trustee Soulliere that the Board receive the report: Expansion of French Immersion: Feasibility Study as information. Carried.**

Trustees discussed whether the level of community interest would support successful expansion of the French Immersion program to a school(s) within the county. Director Moher advised that, should the Board proceed to explore the possibility of expanding the program, additional preliminary information should be collected prior to public consultation including the staffing, classroom resource, and bussing costs of implementing an expanded program, and the feasibility of physical accommodation due to existing space limitations and the unknown impact of implementing Ministry initiatives such as primary class size reduction and Best Start programs.

**Moved by Trustee Soulliere and seconded by Trustee DiMenna that the Board direct administration to move forward with public consultation meetings and the survey of parents to determine if there is interest in expanding the elementary French Immersion program and report the findings back to the Board. Carried.**

11. Unfinished Business – None.

12. New Business

a. Report: 2005 – 2006 Capital Renewal Plan

Superintendent Marchini and Tim Robins, Controller of Facilities Services presented the 2005 – 2006 Capital Renewal Plan which complements the Good Places to Learn Stage 1 Plan and addresses the highest needs in the system. The projected funding allocation for the 2005 – 2006 Capital Renewal Program is \$3,760,183, including the Good Places to Learn Stage 1 grant of \$580,000 to fund the annual debenture and principal payment associated with \$8,000,000 in capital debentures. Superintendent Marchini noted a clarification with respect to the Capital Strategy Blueprint debenture payments indicating that the annual payment of \$580,000 re the Good Places to Learn grant may not begin until next year and subsequently the amount may be reduced to the interest payment only.

Trustees discussed concerns related to the inadequate cooling capabilities of older HVAC systems located in a number of schools. Several strategies and options to alleviate the extreme heat conditions recently experienced in these schools were explored. Tim Robins



will follow up with specific schools to ensure adherence to the Board's Framework for Window Unit Air Conditioning in Schools and to re-allocate ceiling fans and window air-conditioners from schools that no longer require them.

**Moved by Trustee Soulliere and seconded by Trustee Holland that the Board approve the 2005-2006 Capital Renewal Program. Carried.**

- b. Report: Tender Lighting Retrofit 2005 (Good Places to Learn – Stage 1)

Superintendent Marchini verbally reported that the tender for this project closed last Friday. Only two companies closed and the tender was subsequently rejected due to significantly higher than expected bids. The project will continue utilizing our own forces for installation with partial supplementation by outside companies as required.

- c. Report: Tender L. A. Desmarais Catholic Elementary School Renovations  
**Moved by Trustee Holland and seconded by Trustee Soulliere that the Board approve the tender bid from Gulf Construction of \$174,967.47 for school renovations at L. A. Desmarais Catholic Elementary School and that a purchase order contract be issued upon Board approval. Carried.**

- d. Report: Tender – Queen of Peace Catholic Elementary School Parking Lot Renovations  
**Moved by Trustee DiMenna and seconded by Trustee Porcellini that the Board approve the tender bid from Dunn Paving Limited of \$412,810.00 for school parking lot renovations at Queen of Peace Catholic Elementary School and that a purchase order contract be issued upon Board approval. Carried.**

- e. Report: St. Anne's Catholic High School – Construction Management

Superintendent Marchini indicated the Board has acquired land for the construction of the new St. Anne's Catholic High School. It is recommended the Board pursue a construction management process, which may enable the Board to substantially complete the school prior to February 2007. The closure of the existing school by August 31, 2007 is critical since the Board's secondary capacity for St. Anne (1,458 pupil places) will only be reduced if the new facility is occupied in September 2007. A full report containing options, costs and timelines will be presented to the Board for review and final approval when the request for proposals process is completed. Trustee DiMenna volunteered to sit on the St. Anne's Catholic High School Construction Management Committee.

**Moved by Trustee Soulliere and seconded by Trustee Holland that the Board approve the Construction Management approach to the building of the new St. Anne's Catholic High School. Carried.**

- f. Report: Long Term Financing of Construction Projects

Superintendent Marchini reported the Ontario School Boards Financing Corporation (OSBFC) is preparing to issue another debenture offering. Upon receiving an updated credit rating, the Board will be prepared to finance various projects that are planned or presently underway through its third debenture issuance. The Board's New Pupil Place Grant Reserve Fund balance at August 31, 2005 is estimated at \$10,500,000. This fund, combined with

annual New Pupil Place Grants, as well as the sale proceeds from St. Joseph's High School, will fund the annual debenture interest and principal payments of \$10,242,000 as provided in Schedule A of the report. Schedule A summarizes the projects to be included in this debenture issue, which will be funded by the New Pupil Place Grants over a 25-year period.

**Moved by Trustee Alexander and seconded by Trustee Porcellini that the Board approve the Long Term Financing of Construction projects as follows:**

**the cost of Holy Cross Catholic Elementary School including the addition for \$9,996,025.**

**the addition at Our Lady of Mount Carmel Catholic Elementary School at a cost of \$4,893,568.**

**the addition to St. Rose Catholic Elementary School at a cost of \$1,283,848.**

**the addition to Notre Dame Catholic Elementary School at a cost of \$3,462,259.**

**the addition to St. John Vianney Catholic Elementary School at a cost of \$4,714,899.**

**the addition to H. J. Lassaline Catholic Elementary School at a cost of \$2,788,475.**

**the addition to St. William Catholic Elementary School at a cost of \$2,417,948.**

**the cost of \$7,851,873 for the new St. John de Brebeuf Catholic Elementary School.**

**the cost of \$6,083,678 for the new St. Anthony Catholic Elementary School.**

**the addition to St. Christopher Catholic Elementary School at a cost of \$5,336,416.**

**the addition to F. J. Brennan Catholic High School at a cost of \$13,489,405.**

**the addition to Assumption Catholic High School at a cost of \$14,803,943.**

**the cost of \$32,295,583 for the construction of St. Anne's Catholic High School.**

**the cost of \$27,000,000 for the construction of St. Joseph's Catholic High School;**

***and*, that the Board approve the revised New Pupil Place Project estimates as listed in Schedule A;**

***and*, that the Board approve Resolution 2005-01 (below), deemed to be read three times, authorizing its participation in one or more of the 2004/2005 Offerings by the issue of debentures over a maximum term of 25 years in the maximum principal amount of \$63,000,000 to the Ontario School Boards Financing Corporation (OSBFC.) *Carried.***

#### **RESOLUTION 2005 - 01**

**WHEREAS** Ontario School Boards Financing Corporation ("OSBFC") has been incorporated as a non-share capital not-for-profit special purpose corporation to purchase debentures and other prescribed instruments issued by Ontario school boards ("**Boards**") and to sell undivided co-ownership interests in such debentures and other prescribed instruments;

**AND WHEREAS** CIBC World Markets Inc. ("**CIBC World Markets**") has been appointed to assist OSBFC in connection with OSBFC's offerings from the date hereof to the end of the 2005 calendar year of undivided co-ownership interests in debentures issued by Boards and the proceeds, payments and property received therefrom (individually a "**2005 Offering**", collectively the "**2005 Offerings**");

**AND WHEREAS** in connection with the 2005 Offerings various Boards (individually a "**Participating School Board**", collectively the "**Participating School Boards**") have authorized or are expected to authorize the issue of debentures having a maximum 25 year

term;

**AND WHEREAS** the net amounts to be received by OSBFC in connection with the 2005 Offerings, from the sale of undivided co-ownership interests in the debentures issued by the Participating School Boards (the “**Deposited Securities**”), and the proceeds, payments and property received therefrom (after the payment of the fees to the underwriters pursuant to the underwriting agreement entered into in respect of each of the 2005 Offerings), will be applied to pay in full the purchase price payable by OSBFC for the Deposited Securities;

**AND WHEREAS** the net proceeds from the sale of the Deposited Securities by the Participating School Boards to OSBFC will be used to fund capital works in respect of which Boards are authorized to apply funds from the pupil accommodation allocation reserve fund (the “**Authorized Purposes**”);

**AND WHEREAS** Windsor-Essex Catholic District School Board (the “**Board**”) has resolved to participate in one or more of the 2005 Offerings by the issue of debentures over a maximum term of 25 years in the maximum principal amount of **\$63,000,000** to OSBFC, or, at the sole and absolute discretion of the Treasurer, in such lesser principal amount as the Treasurer in writing advises CIBC World Markets is appropriate;

**AND WHEREAS** in order to facilitate the purposes aforesaid, CIBC World Markets has suggested that the Board pass this resolution as hereinafter set forth;

**NOW THEREFORE WINDSOR-ESSEX CATHOLIC DISTRICT SCHOOL BOARD RESOLVES AS FOLLOWS :**

1. The Board hereby resolves that it may participate in the 2005 Offerings by the issue of debentures, in accordance with the applicable legislation from time to time, in the maximum principal amount of **\$63,000,000** to OSBFC in respect of the Authorized Purposes and in the case of any one 2005 Offering, the Board may participate in the maximum principal amount, or at the sole and absolute discretion of the Treasurer, in such lesser principal amount as the Treasurer in writing advises CIBC World Markets is appropriate.
2. The Board hereby resolves that at any time before the end of the 2005 calendar year, any two of the officers of OSBFC (the “**Officers** ”) may negotiate and settle, on the Board’s behalf with CIBC World Markets as a part of any one or more of the 2005 Offerings, subject to the provisions hereof, the terms and conditions in respect of the debentures to be issued, including, without limitation, the applicable rate(s) of interest, the term(s) over which the debentures will be issued, the type(s) of debentures and any other aspect relating to the pricing of the debentures, all as such Officers consider appropriate and expedient, provided that the average annual rate of interest in respect of the debentures shall not exceed 8% per annum.
3. The Board hereby resolves that its Chair and Treasurer be authorized to execute for each 2005 Offering in respect of which the Board constitutes a Participating School Board, an underwriting agreement between the Board, the other Participating School Boards, OSBFC, and the underwriters and any other documents that may be required.
4. The Board hereby resolves that it shall, at least two business days, prior to the fixed date for the completion of the sale of the debentures for each 2005 Offering in respect of which

the Board constitutes a Participating School Board, upon the negotiated terms and conditions in accordance with section 2 hereof, pass a debenture by-law for each series of debentures, which provides for the authorization by the Board of the issue of the relevant series of debentures in respect of the particular 2005 Offering.

g. Fieldtrips:

- i) St. Anne's Catholic High School – Tucson, Arizona - This item was deferred from the Regular Board Meeting of June 14 in order to receive additional information on the planned itinerary. Reservations remained as to the relevance of the activity to classroom curriculum and the availability of experiences of this nature closer to this area.

**Moved by Trustee DiMenna and seconded by Trustee Keane that the Board approve the St. Anne's Catholic High School field trip to Tucson, Arizona to participate in a Team Basketball Tournament from December 26, 2005 to January 2, 2006. Carried.**

- ii) St. Joseph Catholic High School – Steubenville, Ohio  
**Moved by Trustee Courtney and seconded by Trustee DiMenna that the Board approve the St. Joseph's Catholic High School field trip to the Franciscan University in Steubenville, Ohio to attend a High School Students Conference from July 15 to 17, 2005. Carried.**

- iii) St. Thomas of Villanova Catholic High School – Winnipeg  
**Moved by Trustee DiMenna and seconded by Trustee Porcellini that the Board approve the St. Thomas of Villanova Catholic High School field trip to Winnipeg, Manitoba to attend the Winnipeg High School Hockey League - High School Tournament of Champions from January 4 to January 9, 2006. Carried.**

- iv) St. Thomas of Villanova and St. Anne's Catholic High Schools – Europe/France/Italy  
**Moved by Trustee Alexander and seconded by Trustee Keane that the Board approve the St. Thomas of Villanova and St. Anne's Catholic High Schools' Destinations Learning Enrichment Activity to Europe – France and Italy – from March 10 to March 26, 2006. Carried.**

- v) St. Thomas of Villanova Catholic High School – England  
**Moved by Trustee Alexander and seconded by Trustee Keane that the Board approve the St. Thomas of Villanova Catholic High School English Enrichment Destinations field trip to England – London, Bath, Stratford – from May 15 to 23, 2006. Carried.**

13. Committee Reports

- a. Special Education Advisory Committee – Minutes of May 26, 2005

Trustee Soulliere presented the minutes of the May 26 and highlighted a recommendation that administration appoint a representative from the Principals and Vice-Principals' Association to attend SEAC meetings. Superintendent Ouellette indicated arrangements have been made for an appointed representative.

**Moved by Trustee DiMenna and seconded by Trustee Soulliere that the Board receive the minutes of the May 26, 2005 Special Education Advisory Committee meeting as information. Carried.**

b. Board Policy Review Committee – Board Policy Revisions

The following policies have been reviewed with no recommended amendments and will be brought forward for future review in accordance with the policy review process: *B:06 Access to School Premises* and *A:19 Communicable Diseases*.

*A:08 Board Name (Amended Policy)*

**Moved by Trustee Holland and seconded by Trustee Soulliere that the Board approve amended policy A:08 Board Name as presented. Carried.**

*A:11 Naming of Schools (Amended Policy)*

**Moved by Trustee Soulliere and seconded by Trustee Porcellini that the Board approve amended policy A:11 Naming of Schools as presented. Carried.**

*A:12 Code of Ethics / Conflict of Interest (Amended Policy)*

Moved by Trustee Porcellini and seconded by Trustee DiMenna that the Board approve amended policy A:12 Code of Ethics / Conflict of Interest as presented.

**Moved by Trustee Soulliere and seconded by Trustee Holland that the Board defer approval of amended policy A:12 Code of Ethics / Conflict of Interest to allow input from trustees. Carried.**

*A:15 Death, Bereavement or Illness (Amended Policy)*

**Moved by Trustee Courtney and seconded by Trustee DiMenna that the Board approve amended policy A:15 Death Bereavement or Illness as presented. Carried.**

*A:24 Criminal Background Checks for Service Providers & Others (Non-Employees) (New Policy)*

**Moved by Trustee Holland and seconded by Trustee Soulliere that the Board approve new policy A:24 Criminal Background Checks for Service Providers & Others (Non-Employees) as presented. Carried.**

*B:03 Vehicles on School Property During School Operating Hours (Amended Policy)*

**Moved by Trustee Holland and seconded by Trustee Porcellini that the Board approve amended policy B:03 Vehicles on School Property During School Operating Hours as presented. Carried.**

*H:06 Health and Safety of Employees (Amended Policy)*

**Moved by Trustee Holland and seconded by Trustee Porcellini that the Board approve amended policy H:06 Health and Safety of Employees as presented. Carried.**

*SC:14 Emergency Response Plan (Amended Policy – deferred from June 14 Board Meeting)*

**Moved by Trustee Holland and seconded by Trustee Porcellini that the Board approve amended policy SC:14 Emergency Response Plan as presented. Carried.**

*ST:08 Grade 8 Graduation Celebrations (Amended Policy)*

**Moved by Trustee DiMenna and seconded by Trustee Keane that the Board approve amended policy ST:08 Grade 8 Graduation Celebrations as presented. Carried.**

*ST:15 Accidents / Students (Amended Policy – deferred from June 14 Board Meeting)*

**Moved by Trustee Holland and seconded by Trustee DiMenna that the Board approve amended policy ST:15 Accidents / Students as presented. Carried.**

*ST:22 Home Instruction (New Policy)*

**Moved by Trustee Soulliere and seconded by Trustee Porcellini that the Board approve new policy ST:22 Home Instruction as presented. Carried.**

*T:01 Student Trustee (Amended Policy – deferred from June 14 Board Meeting)*

Amendment: Page 2 item 6 to read: “Subject to paragraph three (3) of the policy, the Student Trustee shall have the same opportunity as a Board member for participation at meetings of the Board and at meetings of Committees of the Board in a non-voting capacity. [Reference: Education Act., Reg. 461/97 3.(4)]”

**Moved by Trustee Holland and seconded by Trustee DiMenna that the Board approve amended policy T:01 Student Trustee as further amended. Carried.**

14. Notice of Motion – None.

- Trustee Soulliere – “At the next Board meeting, I shall move or cause to be moved that the Board add two (2) more psychologists to its psychology department for a total of four (4), and that the cost be applied to the general budget to offset the cost of educational assistant lunch supervisor to the Special Education budget.”
- Trustee Holland – “At the next Board meeting, I shall move or cause to be moved that administration prepare a report exploring the expansion of the Campus Ministry Program in our Catholic secondary schools which would include special accommodations for St. Michael’s Alternate High School.”
- Trustee Courtney – “At the next Board meeting, I shall move or cause to be moved that a Committee of trustees and administration be appointed to creatively explore the resources that exist within this Board which could be of assistance to the three struggling Catholic schools in Newfoundland. This Committee would communicate with the St. Clair Catholic District School Board to investigate the possibilities of merging our respective efforts in this endeavour.”

15. Remarks and Announcements

- a. Chairperson Macri thanked and congratulated all teachers, support staff, members of administration and students for a successful school year. Macri thanked Student Trustees for their hard work and dedication and wished fellow trustees a happy and safe summer.

- b. Director of Education Moher presented the *Director's Annual Report to Our Community 2004* and indicated that a primary focus during the year was the employee development pillar of the system priorities as evidenced by the student and staff achievement throughout the system. Director Moher thanked trustees, administration, teachers and support staff for their dedication throughout the school year.
- c. Board Chaplain – Fr. Brunet sent regrets.

16. Remarks/Questions by Trustees

- Trustee Porcellini thanked Kelly Power for the work she is doing with the Turn Around Program at Immaculate Conception and thanked administration for supporting programs to increase student achievement in the “at risk” schools. Trustee Porcellini suggested that administration explore the possibility of utilizing the psychological assessment services of our coterminous boards in response to the SEAC delegation discussion.
- Trustee Keane thanked the teachers and support staff who work with Safety Patrollers and thanked outgoing Student Trustees for their friendship and for everything they have done for Catholic education in Windsor and Essex County. Trustee Keane commented on the Fraser Institute report card that was recently published and thanked teachers for the fine work done in our schools and, in particular, the additional assistance that was provided in the west Windsor schools this past year. Trustee Keane thanked everyone for their concern and prayers during his recent hospital stay.
- Trustee Alexander inquired into the requirement for trustees to undergo criminal background checks and extended congratulations and best wishes to Student Trustees Deschamps and Limarzi as they embark on their post secondary education.
- Trustee Soulliere provided clarification with regard to SEAC’s recommendation to hire two additional psychologists and the advantage of utilizing on staff employees who would take ownership by being connected to the schools. Trustee Soulliere inquired into the need for criminal background checks for trustees and, if necessary, when they would need to be submitted. Trustee Soulliere thanked outgoing student trustees for their contributions during the year and wished well in their future endeavours.
- Trustee Holland commented briefly on her meeting with the OSTA-AEGO student representatives and indicated there is continuity in the organization and amongst the young people that speaks highly of their commitment to Catholic education.
- Trustee DiMenna thanked the entire staff for their hard work during this school year; without them our system would not run properly and wished the best to the outgoing student trustees.
- Trustee Courtney commented on her recent attendance at the Canadian Catholic School Trustees' Association (CCSTA) 2005 Convention in Edmonton and on the difficulties faced by of Newfoundland trustees as they struggle to preserve Catholic education in their province. Trustee Courtney wished the outgoing student trustees the best of luck as they continue their education and wished her fellow colleagues a wonderful summer.
- Student Trustees Deschamps and Limarzi briefly commented on the benefits of the OSTA-AEGO and the activities/workshops held at the OSTA-AEGO AGM held in May. Deschamps and Limarzi thanked the Board for their support of student trustees and their commitment to Catholic education throughout the system.

17. Pending Items – None.
18. Continuation of In-Camera – Not 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, August 30, 2005
  - Tuesday, September 13, 2005
  - Tuesday, September 27, 2005
20. Closing Prayer – The meeting closed with a prayer.
21. Adjournment - There being no further business, the Regular Board Meeting of June 27, 2005 adjourned at 10:55 p.m. at the call of the Chair.

***John Macri***  
*Board Chairperson*

***Michael Moher***  
*Director of Education & Secretary*





# Windsor-Essex Catholic District School Board

1325 California Avenue, Windsor, Ontario N9B 3Y6  
Telephone (519) 253-2481 Fax: (519) 253-0620

Michael B. Moher, Director of Education

John Macri, Board Chairperson

## BOARD REPORT

**Meeting Date:**  
August 30, 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  
P. Picard, 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 August 30, 2005 for information.

---

**BACKGROUND:**

**FINANCIAL:**

**COMMENTS:**

**TIMELINES:**

**APPENDICES:**

- Administrative Staff Report dated August 30, 2005

August 30, 2005

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

	<b>Employee Name</b>	<b>Position</b>	<b>Location</b>	<b>Date</b>	<b>Reason</b>
<b>HIRING:</b>	Daniela Alberelli	Elementary Teacher (.62)	St. John Vianney	September 1, 2005	
	Marco Antonuzzo	Secondary Teacher	Cardinal Carter	September 1, 2005	
	Meghan Armstrong	Secondary Teacher (.5)	Holy Names Secondary	September 1, 2005	
	Julie Baker	Elementary Teacher (.5)	Our Lady of Perp. Help	September 1, 2005	
	Michael Ballay	Secondary Teacher	F. J. Brennan Secondary	September 1, 2005	
	Kevin Bell	Elementary Teacher (.5)	St. James	September 1, 2005	
	Ryan Bode	Occasional Teacher	Supply	September 1, 2005	
	Renee Bondy	Elementary Teacher	St. Gabriel/ Christ the King	September 1, 2005	
	Lisa Borland	Elementary Teacher	Queen of Peace	September 1, 2005	
	Brianne Boyd	Secondary Teacher (.5)	Assumption Secondary	September 1, 2005	
	Michelle Brisson	Elementary Teacher	Langlois /Alex./ Angela	September 1, 2005	
	Roberta Brooks	Elementary Teacher	St. Bernard (Windsor)	September 1, 2005	
	Joe Castagna	Secondary Teacher	Holy Names Secondary	September 1, 2005	
	Danielle Chevalier	Secondary Teacher	Cardinal Carter Secondary	September 1, 2005	
	Diane Chevalier	Elementary Teacher	St. John the Evangelist	September 1, 2005	
	Donald Clapper	Officer, Energy Mgmt.	Facilities Services - CEC	June 27, 2005	
	Sarah Cookson	Elementary Teacher	St. Gregory	September 1, 2005	
	Michele Cooper	Elementary Teacher	St. Christopher	September 1, 2005	
	Vanessa Corona	Elementary Teacher	St. William	September 1, 2005	
	Paula D'Amico	Secondary Teacher	St. Anne Secondary	September 1, 2005	
	Cheryl Dawson	Elementary Teacher	St. Rose	September 1, 2005	
	Jason deWaard	Elementary Teacher	St. Peter	September 1, 2005	
	Lisa DiMenna	Secondary Teacher	Holy Names Secondary	September 1, 2005	
	Marianne DiPasquale	Secondary Teacher	Cardinal Carter Secondary	September 1, 2005	
	Gina DiPonio	Elementary Teacher	L. A. Desmarais	September 1, 2005	
	Kurt Downes	Elementary Teacher	St. John (Windsor)	September 1, 2005	
	Edouard Dumas	Elementary Teacher	St. Anne French Immersion	September 1, 2005	
	Mark Esping	Secondary Teacher	Cardinal Carter Secondary	September 1, 2005	

August 30, 2005

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

Vince Francia	Occasional Teacher	Supply	June 30, 2005
Jacqueline Fredette	Elementary Teacher	St. John Evangelist/ Baptist	September 1, 2005
Barbara Gaspard	Elementary Teacher	Queen of Peace	September 1, 2005
Janet Gursoy	Elementary Teacher	Queen of Peace/ St. Louis	September 1, 2005
Tony Hage	Elementary Teacher	Queen of Peace	September 1, 2005
Melissa Marcus	Elementary Teacher	St. John the Baptist	September 1, 2005
Kevin Helmer	Elementary Teacher	Our Lady of Annunciation	September 1, 2005
Tracey Holgate	Occasional Teacher	Supply	June 30, 2005
Mary Lou Holland	Elementary Teacher	St. Joseph Elementary	September 1, 2005
Jonathan Holmes	Elementary Teacher	Holy Cross	September 1, 2005
Heather Iversen	Elementary Teacher	H. J. Lassaline	September 1, 2005
Karie Jackson	Elementary Teacher	Immaculate Conception	September 1, 2005
Andre Janisse	Elementary Teacher	W. J. Langlois	September 1, 2005
Todd Laing	Elementary Teacher	Holy Name Elementary	September 1, 2005
John LeClair	Secondary Teacher	St. Thomas of Villanova	September 1, 2005
Todd Legault	Part-Time Custodian	Supply	July 12, 2005
Sarah Leonetti	Elementary Teacher	Christ the King	September 1, 2005
Jodi Maroon	Elementary Teacher	Stella Maris/ St. Joseph	September 1, 2005
Sandra Marra Cory	Elementary Teacher	L. A. Desmarais	September 1, 2005
Darryl Martin	Secondary Teacher	St. Thomas of Villanova	September 1, 2005
Michael McNamara	Elementary Teacher	St. John the Baptist	September 1, 2005
Katie Murphy	Secondary Teacher	Cardinal Carter Secondary	September 1, 2005
Gina Parent	Secondary Teacher	St. Michael's - St. Clair Campus	September 1, 2005
Elisa Perry	Secondary Teacher	F. J. Brennan Secondary	September 1, 2005
Tara Pitre	Elementary Teacher	Our Lady of Annunciation	September 1, 2005
Barbara Pollard	Elementary Teacher	St. William	September 1, 2005
Danilo Porcellini	Elementary Teacher	L. A. Desmarais	September 1, 2005
Kris Procyk	Secondary Teacher	F. J. Brennan Secondary	September 1, 2005
Sandra Quaggiotto	Secondary Teacher	Holy Names Secondary	September 1, 2005
Suzanne Reaume	Elementary Teacher	St. Mary	September 1, 2005

August 30, 2005

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

Erin Rivard	Elementary Teacher	St. John the Baptist	September 1, 2005
Kristopher Roehler	Secondary Teacher	Holy Names Secondary	September 1, 2005
Sabrina Ruccolo	Secondary Teacher (.5)	Catholic Central Secondary	September 1, 2005
Maria Sawicki	Secondary Teacher	Assumption Secondary	September 1, 2005
Kimberley Selley	Secondary Teacher (.5)	Catholic Central Secondary	September 1, 2005
David Smith	Elementary Teacher	St. Bernard (Windsor)	September 1, 2005
Paolo Sperduti	Secondary Teacher	Cardinal Carter Secondary	September 1, 2005
Rosemarie Strano	Occasional Teacher	Supply	June 28, 2005
Laura Svizzero	Secondary Teacher	Catholic Central Secondary	September 1, 2005
Melissa Tellier	Secondary Teacher	St. Thomas of Villanova	September 1, 2005
Thomas Thompson	Elementary Teacher	St. Alexander	September 1, 2005
Erin Ure	Occasional Teacher	Supply	August 18, 2005
Rita Urso	Elementary Teacher	St. Mary	September 1, 2005
Rosa Varacalli	Elementary Teacher	St. Bernard (Windsor)	September 1, 2005
John (Mark) Wakeley	Part-Time Custodian	Supply	July 12, 2005
Jason Walker	Secondary Teacher	Assumption Secondary	September 1, 2005
Ann Marie Weidl	Elementary Teacher	St. Anne French Immersion	September 1, 2005
Wendy Zenteno	Elementary Teacher	St. Bernard (Windsor)	September 1, 2005

**RETIREMENT:** Dan D'Alimonte      Elementary Teacher      St. Theresa      September 30, 2005

**RESIGNATION:** Ben McKinnon      Elementary Teacher      St. Bernard (Windsor)      August 31, 2005      Employment Elsewhere  
Pamela Sementilli      Occasional Teacher      Supply      July 5, 2005      Employment Elsewhere



# Windsor-Essex Catholic District School Board

1325 California Avenue, Windsor, Ontario N9B 3Y6  
Telephone (519) 253-2481 Fax: (519) 253-0620

Michael B. Moher, Director of Education

John Macri, Board Chairperson

## BOARD REPORT

**Meeting Date:**  
August 30, 2005

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

**PRESENTED BY:** Senior Administration

**SUBMITTED BY:** Michael B. Moher, Director of Education  
Peter Marchini, Superintendent of Business  
Joseph Berthiaume, Superintendent of Education  
Janet M. Ouellette, Superintendent of Education

**SUBJECT:** STAFFING ADJUSTMENTS 2005/06

### RECOMMENDATION:

**That the Board receive the report on Staffing Adjustments 2005/06 as information.**

### BACKGROUND:

Ministry of Education Memorandum 2005:B5 : Education Funding for 2005-06 outlines changes to education funding for the 2005- 06 school year. These changes were finalized late in June and have resulted in additional staffing for the upcoming school year. The Windsor-Essex Catholic District Board is in a position, due to the strategic planning process, to use the additional funding at both the elementary and secondary levels to meet the needs of its students while addressing the initiatives outlined by the provincial government.

The following specialist teachers have been added to the teaching complement for 2005/06:

1. Nine Secondary teacher positions – one dedicated Student Success Teacher per secondary school
2. Eight Secondary Teacher positions to provide additional teaching periods in all secondary schools to support students at risk for academic success
3. Two Elementary teacher positions to pilot school based music instruction
4. Two Elementary teacher positions to pilot school based specialist teachers for Daily Quality Physical Education
5. One Elementary teacher position to provide English as a Second Language (ESL) instruction in the Leamington/Kingsville/Harrow area

### FINANCIAL:

The funding for these positions was provided through the provincial grants.

**COMMENTS:**

The positions outlined above are in line with previous board planning in the areas outlined and are based on sound principles of following up successful pilot programs (secondary), piloting new programs before moving ahead to the whole system (elementary phys ed and music) and providing area based services in the Leamington/Kingsville/Harrow area to increase direct service and to cut down on travel time.

**TIMELINES:**

The above positions will be in place for September 2005. Additional positions may be added in January of 2006, if pilots prove successful.

**APPENDICES:** n/a



# Windsor-Essex Catholic District School Board

1325 California Avenue, Windsor, Ontario N9B 3Y6  
Telephone (519) 253-2481 Fax: (519) 253-8397

Michael B. Moher, Director of Education

John Macri, Board Chairperson

## BOARD REPORT

**Meeting Date:**  
August 30, 2005

**Public**  **In-Camera**

**PRESENTED FOR:** Information  Approval

**PRESENTED BY:** Senior Administration

**SUBMITTED BY:** Michael B. Moher, Director of Education

**SUBJECT:** **TRUSTEE ATTENDANCE – January to June 2005**

### RECOMMENDATION:

That the Board receive the report *Trustee Attendance – January to June 2005* as information.

### BACKGROUND:

At the Regular Board Meeting of December 16, 2003, the following motion was passed:

“That, the Board establish a policy providing that Trustee attendance be publicly recorded twice yearly.”

### COMMENTS:

Twelve regularly scheduled meetings of the Board were scheduled during the period of January to June 2005. The following chart summarizes Trustee attendance.

Trustee	Meetings Attended
Fred Alexander	11
Joan Courtney	10
Mary DiMenna	12
Barbara Holland	11
Chris Janisse	10
Patrick Keane	10
John Macri	12
Shannon Porcellini	12
Lisa Soulliere	12

Student Trustee	Meetings Attended
Natalie Deschamps	11
Emily Limarzi (Alternate)	10



# Windsor-Essex Catholic District School Board

1325 California Avenue, Windsor, Ontario N9B 3Y6  
Telephone (519) 253-2481 Fax: (519) 253-0620

Michael B. Moher, Director of Education

John Macri, Board Chairperson

## BOARD REPORT

**Meeting Date:**  
August 30, 2005

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

**PRESENTED BY:** Senior Administration

**SUBMITTED BY:** Michael B. Moher, Director of Education  
Janet Ouellette, Superintendent of Education  
JoAnne Shea, Principal F. J. Brennan Catholic High School  
Kathy Furlong, Vice-Principal

**SUBJECT:** GUEST SPEAKER FROM SOUTH AFRICA – MR. LIONEL DAVIS

### RECOMMENDATION:

**That the Board receive the report: Guest Speaker from South Africa – Mr. Lionel Davis as information.**

---

### BACKGROUND:

Mr. Lionel Davis, a former political prisoner from Robben Island, South Africa, will be booked to speak to our intermediate and senior students in the WECDSB. He is an international speaker and a self-proclaimed Ambassador of Peace. Mr. Davis speaks to students about his experience with Apartheid, the importance of education, acceptance of others and triumphing over insurmountable obstacles.

Mr. Davis will be in Windsor from October 12 – 21 and the plan is to have him speak to high school students in the morning and Grade 7 and 8 students in the afternoon. Each high school will host its feeder schools. Additionally, the intent is to plan two parent evenings; one in Leamington and one in Windsor.

To prepare the students for Mr. Davis's visit, the following will be implemented:

1. Lesson plans on Apartheid will be created and available to principals so that students will know who Lionel is and the context from which he will speak to them.
2. Follow up activities for students will also be created and provided to the principals.



These activities will involve a social justice action project tied to South Africa, and a local project tied to eliminating racism locally. As well a list of possible projects for Advent and Lent will be provided to principals so that students may continue throughout the year to meet the Catholic Graduate Expectation of acting morally and legally as a person formed in Catholic traditions.

**FINANCIAL:**

The Windsor-Essex Catholic District School Board Secondary School principals discussed this project at their May meeting and agreed to share the costs for this endeavor regarding flight, hotel and lodging as well as an honorarium for Mr. Davis. The only cost remaining would be the transporting of the Grade 7 and 8 students to and from their home school to their local high school.

**COMMENTS:**

A rationale is attached to further explain the significance of the impact that Mr. Davis would have in his speaking engagement with our students.

**TIMELINES:**

October 12, 2005 to October 21, 2005

**APPENDICES:**

- Rationale for bringing in Mr. Lionel Davis

## **RATIONALE FOR BRINGING IN MR. LIONEL DAVIS**

What is the connection between our schools and South Africa? Mr. Lionel Davis was imprisoned with Mr. Nelson Mandela and others on Robben Island during the Apartheid regime. They were freed because of international pressure placed on the South African Apartheid government by the United Nations and by International Human Rights groups like Amnesty International. Many of our former students, through their OAC and then Grade 12 Religion course, wrote letters and participated in boycotts of companies that did business with the South African Apartheid government. It was their social justice action that helped to free Mr. Davis, and others, and to overthrow the oppressive Apartheid regime. They indeed helped change the world.

Now our students of today have an opportunity to join our former students in this social justice legacy. They have an opportunity to assist South Africa in continuing to develop as a democratic country free of discrimination and oppression. And our students have an opportunity to learn very important lessons from someone whom our former students helped.

In the words of Mr. Lionel Davis: “I emphasize the value of education and self motivation based on my experience as a political prisoner. Too many young people take their education for granted and are not motivated to make something of their lives. The lessons learned in jail and our efforts in transforming the new South Africa should be applied and, I feel positive, can be applied in other parts of the world. We live in a world full of prejudice and hatred where some believe they are superior to others. As an ambassador of peace, it is my wish to instill in others a culture of love, peace, tolerance and understanding and in so doing help in the building of a new world order.”

Here is someone who was a victim of a very powerful, uncaring bully. And even though that bully had the power, and resources to horribly victimize Mr. Davis, he refused to be a victim. Mr. Davis conducts educational tours on Robben Island. On one such occasion, he was asked how he would feel if he met the warden of the prison today. His response was: “In fact he is my neighbour on this island. He is the person who drove the boat to bring you here. If he did not do this, you would not hear my story. The past is the past. It cannot be changed. We look forward to the future.”

He has much to teach our students.



# Windsor-Essex Catholic District School Board

385 Cameron Avenue, Windsor, Ontario N9B 1Y8  
Telephone (519) 253-2481 Fax: (519) 253-0620

Michael B. Moher, Director of Education

John Macri, Board Chairperson

## BOARD REPORT

**Meeting Date:**  
August 30, 2005

**Public**  **In-Camera**

**PRESENTED FOR:** Information  Approval

**PRESENTED BY:** Senior Administration

**SUBMITTED BY:** Michael B. Moher, Director of Education  
Peter S. Marchini, Superintendent of Business

**SUBJECT: REQUEST FOR PROPOSAL FOR "CONSTRUCTION MANAGER AT RISK" NEW ST. ANNE'S CATHOLIC HIGH SCHOOL**

### RECOMMENDATION:

**That, the following Board motion be entered into the Minutes as a matter of record: "Moved by Trustee Alexander and seconded by Trustee Janisse that the Board approve the successful Request for Proposal submission from Oscar Construction Company Ltd. for the "Construction Manager at Risk" new St. Anne's Catholic High School project and that a Canadian Construction Documents Committee (CCDC) contract be issued upon Board approval."**

### BACKGROUND:

On June 27, 2005, the Windsor-Essex Catholic District School Board approved a construction management process for the construction of the new St. Anne's Catholic High School. The process was initiated following the June 27 meeting and completed on August 11, 2005.

In accordance with Board By-Law 3.3.4, a board report (see attachment) was provided to trustees on August 11 and an electronic vote was conducted. Of the eight trustees who voted, eight voted in favour of the recommendation. Trustee Courtney was not available due to vacation.

### COMMENTS:

This report is being presented as a formality to enter the approved motion as part of the official Board minutes. A copy of the August 11, 2005 Board Report and the results of the trustee vote are attached.

### APPENDICES:

- Board Report dated August 11, 2005
- Board Adopted Motion & Record of Electronic Vote dated August 12, 2005



# Windsor-Essex Catholic District School Board

1325 California Avenue, Windsor, Ontario N9B 3Y6  
Telephone (519) 253-2481 Fax: (519) 253-0620

Michael B. Moher, Director of Education

John Macri, Board Chairperson

## TELEPHONE SURVEY BOARD REPORT

### COPY

**Report Date:**  
August 11, 2005

**Public**  **In-Camera**

**PRESENTED FOR:** Information  Approval

**PRESENTED BY:** Senior Administration

**Telephone Poll  
Deadline:** Noon,  
August 12, 2005

**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:** **REQUEST FOR PROPOSAL FOR "CONSTRUCTION MANAGER AT RISK"  
NEW ST. ANNE'S CATHOLIC HIGH SCHOOL**

### RECOMMENDATION:

**That the Board approve the successful Request for Proposal submission from Oscar Construction Company Ltd. for the "Construction Manager at Risk" new St. Anne's Catholic High School project and that a Canadian Construction Documents Committee (CCDC) contract be issued upon Board approval.**

**BACKGROUND:** The Board approved a construction management process for the construction of the new St. Anne's Catholic High School at the June 27, 2005 Board meeting. Subsequently, an Expression of Interest for "Construction Manager at Risk" was issued with a closing date of July 14. Seven firms submitted an expression of interest by the deadline. The Construction Management Committee reviewed the submissions and short-listed two firms, OSCAR Construction Company Ltd. and WINCON Construction 1986 Ltd., for pre-qualification to bid on this project.

**FINANCIAL:** See Bid Documentation Attached.

**COMMENTS:** The opening for the request for proposals and presentations by the two firms took place on Thursday, August 11, 2005. Present at the opening and presentation: Fred Alexander, Mary DiMenna, Chris Janisse, Mike Moher, Tim Robins and Claude Marier.

**TIMELINES:** Requires Board approval, by telephone poll, by noon on Friday, August 11, 2005. To be formally recorded into the Minutes of the Board Meeting of August 30, 2005. The project completion is estimated on or before February 2007. However, an earlier closing date is hoped for subject to the weather and other factors.

**APPENDICES:** Oscar Construction Company Ltd. Bid Documentation dated August 11, 2005

The Windsor-Essex Catholic District School Board  
1325 California  
Windsor, Ontario

August 11, 2005

ATTENTION: Mr. Claude Marier  
Manager of Purchasing & Administrative Services

RE: "Construction Manager at Risk" for  
New St. Anne's Secondary School

Gentlemen:

In accordance with the requirements of Request For Proposal For Construction Manager at Risk, clause 'c' under Proposal Content, we are pleased to submit our fee proposal as follows:

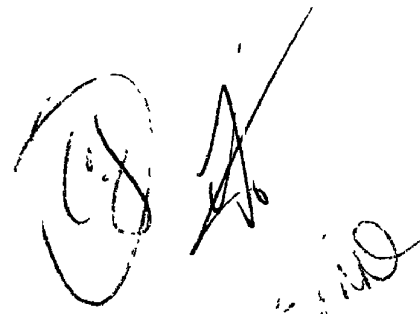
- ❖ A fixed management fee of 3.5% of the total construction cost exclusive of the architectural fee, consultants' fees and land costs. GST extra.
- ❖ A fixed overhead cost of \$750,000.00 + GST.

We trust that the foregoing will meet with your approval.

Very truly yours,



A.M. RAZAK, P. Eng.  
President





# Windsor-Essex Catholic District School Board

385 Cameron Avenue, Windsor, Ontario N9B 1Y8  
Telephone (519) 253-2481 Fax: (519) 253-0620

Michael B. Moher, Director of Education

John Macri, Board Chairperson

## BOARD ADOPTED MOTION AND RECORD OF ELECTRONIC VOTE

**PRESENTED FOR:** Public  In-Camera   
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:** **REQUEST FOR PROPOSAL FOR "CONSTRUCTION MANAGER AT RISK"  
NEW ST. ANNE'S CATHOLIC HIGH SCHOOL**

**Date:**  
August 12, 2005

### RECOMMENDATION:

**Moved by Trustee Alexander and seconded by Trustee Janisse that the Board approve the successful Request for Proposal submission from Oscar Construction Company Ltd. for the "Construction Manager at Risk" new St. Anne's Catholic High School project and that a Canadian Construction Documents Committee (CCDC) contract be issued upon Board approval. Carried.**

Fred Alexander	In favour
Joan Courtney	----
Mary DiMenna	In favour
Barbara Holland	In favour
Chris Janisse	In favour
Patrick Keane	In favour
John Macri	In favour
Shannon Porcellini	In favour
Lisa Soulliere	In favour

Trustees voting: 8  
In-Favour: 8      Opposed: 0      Abstained: 0      Absent: 1\*

\* NOTE: Trustee Courtney was unavailable.



# Windsor-Essex Catholic District School Board

1325 California Avenue, Windsor, Ontario N9B 3Y6  
Telephone (519) 253-2481 Fax: (519) 253-0620

Michael B. Moher, Director of Education

John Macri, Board Chairperson

## BOARD REPORT

**Meeting Date:**  
August 30, 2005

**Public**  **In-Camera**

**PRESENTED FOR:** Information  Approval

**PRESENTED BY:** Senior Administration

**SUBMITTED BY:** Michael B. Moher, Director of Education  
Peter S. Marchini, Superintendent of Business  
Ken Gignac, Controller of Finance

**SUBJECT: OPERATING FUND BUDGET/CAPITAL FUND BUDGET**

### RECOMMENDATION:

#### Operating Fund Budget

That the Board adopt the 2005-2006 Operating Fund Budget Expenditures for the elementary and secondary panels as presented in the amount of \$209,388,230.

#### Capital Fund Budget

That the Board adopt the 2005-2006 Capital Fund Budget expenditures as presented in the amount of \$50,000,000.

---

**BACKGROUND:** Administration has prepared a 2005-2006 Draft Board Budget incorporating a number of board and Ministry initiatives while providing a surplus position of \$349,100.

The draft budget as presented for 2005-2006 incorporates the following initiatives.

- 14 elementary teachers to further reduce primary class size.
- 18 secondary teachers to address student success and literacy
- 4.5 elementary Vice principal positions to provide 14 full time Vice Principals
- 1 Faith Development Supervisor
- 1 Manager of Maintenance AND Operations
- 1 Officer of Energy
- 2 Custodians / Primary Class Size
- \$581,000 Textbook and learning Resources for both elementary and secondary students
- \$49,000 for transportation Safety Training
- Additional School secretarial hours



## **FINANCIAL:**

### **Operating Fund Budget**

The attached proposed Operating Fund Budget is balanced and incorporates the above noted proposals.

The budget also complies with all classroom, Special Education, Administration and Pupil Accommodation funding Model envelope restrictions.

The official budget filed with the Ministry of Education will need to be restated to a Public Sector Accounting Board (PSAB) basis. This will have no impact on the bottom line but will involve adjustments for such items as consolidating of controlled entities employee future benefits, interest on un-matured debenture debt, deferred revenues etc.

### **Capital Fund Budget**

Capital Fund projects totaling \$50 million include the construction of St. Joseph secondary school at \$22,500,000 excluding land acquisition costs of \$4,500,000, the commencement of construction of St. Joseph Secondary school at \$22,500,000 excluding land acquisition costs of \$4,500,000. The commencement of construction of St. Anne's Secondary at \$20,300,000 (total cost estimated at \$32 million), \$4,000,000 in Good Places to learn – Stage 1 (\$4,000,000 expended in 04/05) and \$3,200,000 allocation for School Renewal Programs.

## **COMMENTS:**

Publication of Budget Information - Once approved the final 2005/2006 budget will be forwarded to School Principals and School Councils as well as posted on the board's website.

**TIMELINES:** Submission to the Ministry of Education August 31, 2005.

**APPENDICES:** 2005/2006 Draft Budget (separate document)



# Windsor-Essex Catholic District School Board

1325 California Avenue, Windsor, Ontario N9B 3Y6  
Telephone (519) 253-2481 Fax: (519) 253-0620

Michael B. Moher, Director of Education

John Macri, Board Chairperson

## BOARD REPORT

**Meeting Date:**  
August 30, 2005

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

**PRESENTED BY:** Senior Administration

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

**SUBJECT:** **APPOINTMENT OF SPECIAL EDUCATION ADVISORY  
COMMITTEE (SEAC) REPRESENTATIVES**

### RECOMMENDATION:

**That the Board approve the appointment of Claudio Del Duca to the Special Education Advisory Committee, representing the Board's High School Council, and Michelle Del Duca as the Alternate member for the High School Council.**

### BACKGROUND:

As the present High School Council representative to SEAC, Jane Wysman, has resigned her position on SEAC, the Board's High School Council has requested that Claudio Del Duca be appointed as the new representative, and that Michelle Del Duca be appointed the alternate representative for High School Council.

### COMMENTS:

Both Claudio Del Duca and Michelle Del Duca meet the Ministry of Education's requirements for appointment to SEAC and are Catholic school supporters.

### TIMELINES:

The appointment will take effect immediately following Board approval.

### APPENDICES:

- Letter from Windsor-Essex Catholic School Board High School Council

/psh/M05/06 20/2005

WINDSOR-ESSEX CATHOLIC DISTRICT SCHOOL BOARD  
HIGH SCHOOL COUNCIL

June 9, 2005

Ms. Janet Ouellette  
Superintendent, Special Education  
Windsor-Essex Catholic District School Board  
385 Cameron Avenue  
Windsor, Ontario

Dear Ms. Ouellette:

Re: High School Council Representation on S.E.A.C.

On behalf of the High School Council, I would like to submit the following name as the **representative** on the Special Education Advisory Committee

**Claudio Del Duca**  
5860 Canada Avenue  
LaSalle, ON  
N9H 1N3  
971-2304 (home)

The High School Council would like to submit the name of **Mrs. Michelle Del Duca** of the same address as the **alternate representative** on the Committee.

Mr. and Mrs. Del Duca meet the criteria required by your committee. They are residents of Essex County, over 18 years of age, Canadian citizens and not employed by the Windsor-Essex Catholic District School Board.

Your favourable consideration regarding our request is greatly appreciated and we look forward to hearing from you in the very near future.

Yours truly,

Frank Favot, Co-Chair



Mary Sagat, Co-Chair





# Windsor-Essex Catholic District School Board

1325 California Avenue, Windsor, Ontario N9B 3Y6  
Telephone (519) 253-2481 Fax: (519) 253-0620

Michael B. Moher, Director of Education

John Macri, Board Chairperson

## BOARD REPORT

**Meeting Date:**  
August 30, 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

**SUBJECT:** **HOLY NAMES CATHOLIC HIGH SCHOOL**  
**- Northern Edge Algonquin - October 5 – 8, 2005**

### RECOMMENDATION:

**That the Board approve the Holy Names Catholic High School – Northern Edge Algonquin field trip for October 5 to 8, 2005.**

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### BACKGROUND:

This trip is in relation to the students' program/courses.

**FINANCIAL:** None.

### COMMENTS:

This field trip request is in compliance with the Field Trip Policy (SC:04). All procedures with regard to the policy have been followed.

### TIMELINES:

### APPENDICES:

- Request for Approval of Field Trip – SC:04 Form A
- Itinerary
- Course Overview and curriculum content



### Request for Approval of Field Trip

<b>School</b>	<input type="text" value="Holy Names High School"/>		<b>Date of Trip</b>	<input type="text" value="10/5-8/2005"/>
<b>Destination</b>	<input type="text" value="Northern Edge Algonquin"/>		<b>Mode of Transportation</b>	<input type="text" value="mini bus"/>
<b>School Departure Time</b>	<input type="text" value="6am"/>	<b>School Arrival Time</b>	<input type="text" value="9pm"/>	<b>Name of Carrier</b>
<b># of Male Students</b>	<input type="text" value="12"/>	<b>Grade of Students</b>	<input type="text" value="11"/>	<b>Number of Supervisors</b>
<b># of Female Students</b>	<input type="text" value="12"/>	<b>Personal Cost Per Student</b>	<input type="text" value="\$325.00"/>	Female <input type="text" value="2"/> Male <input type="text" value="2"/>
<b>Total Cost Per Student</b>	<input type="text" value="\$375.00"/>	<b>Travel Company Involved</b>	<input type="text" value="na"/>	

#### EDUCATIONAL RATIONALE

<b>Name of Teacher</b>	<input type="text" value="Mr. D. Brunet"/>
<b>Purpose of Trip</b>	<input type="text" value="Canoe Trip into Algonquin Park"/>
<b>Relationship to Students' Program/Course</b>	<input type="text" value="hands on outdoor activities to develop teamwork, leadership, tripping skills,"/>
<b>Pre-Trip Preparation(s) by Students</b>	<input type="text" value="Research, presentations, safety lesson, first-aid development, seminars"/>
<b>Follow-Up Activities Planned</b>	<input type="text" value="Reflection paper, peer/selfevaluations, trip evaluation, skill test"/>
<b>If Activity is Occuring over a Weekend Indicate Plans for Students to Attend a Eucharistic Celebration</b>	<input type="text" value="Will be home for Sunday mass"/>

<b>Date Submitted</b>	<input type="text" value="08/18/2005"/>	<b>Name of Teacher</b>	<input type="text" value="Mr. D. Brunet"/>
<b>Approval Date</b>	<input type="text" value="08/18/2005"/>	<b>Name of Principal</b>	<input type="text" value="Mr. Jim Minello"/>
<b>Approval Date</b>	<input type="text"/>	<b>Name of Superintendent</b>	<input type="text" value="Joseph Berthiaume"/>
<b>Approval Date</b>	<input type="text"/>	<b>Board of Trustees Approval (per Superintendent)</b>	<input type="text"/>

**For Same Day Local/Regional Trip, submit request to Principal 2 weeks prior to trip.**  
**For Multiple Days Local/Regional Trips, submit request to Superintendent 4 weeks prior to trips.**  
**For Special Trips, submit request to Superintendent for Board approval 8 weeks prior to trip.**

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip.

In accordance with the Municipal Freedom of Information and Protection of Privacy Act, 1989, information in forms and documents pertaining to a student registered/enrolled within the Windsor-Essex Catholic District School Board is collected under the legal authority of the Education Act and its Regulations and the Ontario Student Record Guideline, 1980.

**PAD 300 – OUTDOOR ACTIVITIES ALGONQUIN TRIP**  
**FALL 2005 ITENERARY**

**Wednesday September 28, 2005**

- 6:00 am - depart for South River and Northern Edge Algonquin
- 11:30 am - lunch stop near Orillia
- 2:00 pm - arrive at Northern Edge Algonquin
- 2:30 pm - orientation and scavenger hunt
- 4:00 pm - begin preparation for canoe trip (safety, paddling...)
- 6:00 pm - dinner in the main lodge
- 7:00 pm - meeting/campfire
- 11:00pm - lights out

**Thursday September 29, 2005**

- 7:00 am - breakfast
- 8:00 am - food distribution and packing
- 9:30 am - Depart for Algonquin Park and our campsites on North Tea Lake
- lunch after the Amable Du Font
- 3:30 pm - Arrive at our sites
- camp set up / dinner preparation
- 6:00 pm - dinner with activities and campfire to follow

**Friday September 30, 2005**

- 8:00 am - breakfast
- 9:30 am - group activities away from site
- 1:00 pm - lunch
- 2:00 pm - continue with activities and dinner preparation
- 6:00 pm - dinner
- campfire and activities to follow

**Saturday October 1, 2005**

- 5:30 am - quick breakfast
- camp take down and dawn paddle
- 11:30 am - arrive back at Northern Edge
- clean up and Lunch
- prepare for departure to Windsor
- 2:00 pm - depart for Windsor
- 5:30 pm - dinner stop around Milton
- 8:30 pm - arrive back at Holy Names

\*\*\* all times are approximate

\*\*\* Emergency only phone number is (705) 386-1595 or 1-800-953-3343



Northern Edge Algonquin Experiences are presented by experienced educators, outdoor guides and facilitators with attention to curricular needs appropriate to each group that visits.

Curriculum content for: Outdoor Activities , Grade 11, Open (PAD 300)

## COURSE OVERVIEW

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The focus of this course is on physical activity. Through active participation in a well-balanced enjoyable program (i.e., individual, dual, team, fitness, and interactive games), students will explore and continue to improve their movement skills, personal fitness, and personal competence. Students will gain the knowledge, skill and attitudes needed to maintain a healthy lifestyle through the investigation of personal safety/injury prevention, healthy sexuality and mental health. Students will develop a commitment to lifelong participation in enjoyable physical activity. The focus of this course will be on outdoor and lifelong activities.

## OVERALL EXPECTATIONS

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### STRAND: Physical Activity

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#### Overall expectations

*By the end of this course, students will:*

- Demonstrate personal competence in applying movement skills and principles; **(Performing the j- stroke in canoeing or lifting and portaging a canoe);**
- Apply their knowledge of guidelines and strategies that can enhance their participation in recreation and sport activities. **(Practicing no trace camping in Algonquin Park, where and how to put up a tent, how to build a fire for warmth and cooking, how to pack and waterproof personal clothing to fit into a limited space, how to set up a tarp for warmth and protection from the elements, how to use this same tarp as a sail with a tail wind when traveling in a canoe.);**

### STRAND: Active Living

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#### Overall expectations

*By the end of this course, students will:*

- Participate regularly in a balanced instructional program that includes a wide variety of physical activities that encourage lifelong participation; **(Allowing students to demonstrate an ability to take responsibility for carrying out tasks assigned by the group; demonstrate an understanding of strategies that facilitate group effectiveness (e.g., ensuring that tasks are completed, that members of the group are satisfied with the group process, and that the group's product is of high quality));**
- Demonstrate improved physical fitness; **(Enhanced skill and efficiency when paddling on ever-increasing durations);**

- Demonstrate responsibility for personal safety and the safety of others.  
**(Wearing a personal floatation device with a whistle at all times on the water, knowing proper emergency procedures before going camping, researching and planning for potential first-aid situations);**

**STRAND: Healthy Living**

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**Overall expectations**

*By the end of this course, students will:*

- Demonstrate, in a variety of settings, the knowledge and skills that reduce risk to personal safety;  
**(allowing students to apply safety procedures for injury prevention and demonstrate competence in determining and mitigating risk in undertaking various outdoor pursuits);**

**STRAND: Living Skills**

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**Overall expectations**

*By the end of this course, students will:*

- Use decision-making and goal-setting skill to promote healthy active living;  
**(Giving students the opportunity to apply communication skills and strategies that help develop positive relationships (e.g. the ability to express ideas and to listen and respond to others));**
- Demonstrate an ability to use stress management techniques;  
**(Providing time and situations where strategies like relaxation, meditation, and paraphrasing within a group setting can be used);**
- Demonstrate the social skills required to work effectively in groups and develop positive relationships with their peers.  
**(Allowing students the experience how cultural background may affect communication, interpersonal relationships, and leadership styles)**

**\*\*\*Bold writing in brackets indicates how many course expectations may be met by participating in an outdoor adventure to the EDGE.\*\*\***

FOR THE PAST EIGHT YEARS OUR CANOE TRIP INTO ALGONQUIN PARK HAS BEEN THE HIGHLIGHT OF MANY STUDENTS HIGH SCHOOL CAREERS. IT PROVIDES THE STUDENTS WITH A UNIQUE YET EXTREMELY VALUABLE TOOL IN WHICH TO MEET THE EXPECTATIONS OF THEIR COURSE. EXPERIMENTAL LEARNING AWAY FROM THE CLASSROOM SETTING ALLOWS STUDENTS A CHANCE TO FIND OUT WHO THEY REALLY ARE AND WHERE THEY ARE GOING. IT IS AN OPPORTUNITY LIKE NO OTHER FOR STUDENTS TO DISCUSS THEIR FEELINGS, BELIEFS, STRENGTHS AND WEAKNESSES AT A TIME IN THEIR LIFE WHEN THEY NEED TO TALK. THE VALUE OF A CANOE TRIP INTO ALGONQUIN PARK DURING PEAK FALL COLOURS CANNOT BE MEASURED. FOR MANY STUDENTS THIS WILL BE THE ONLY CHANCE IN THEIR LIVES TO EXPERIENCE GOD'S BEAUTY AWAY FROM THE HECTIC SOCIETY WE LIVE IN TODAY. WHAT AN OPPORTUNITY!

*SINCERELY, MR. DWAYNE BRUNET*