



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, September 13, 2005 Windsor Essex Catholic Education Centre 1325 California Avenue, Windsor

AGENDA

- I In-Camera Meeting – 6:00 p.m. Page #
II Regular Meeting of the Board - 7:00 p.m.

1. Call To Order
2. Opening Prayer And Blessing of New Student Trustee Representatives
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
 - a. St. Christopher Catholic Elementary School - Natural Resources Canada Commercial Building Incentive Program (CBIP) Award (M. Moher/ T. Robins)
 - b. Huron Church Road Pedestrian Overhead Bridge – Wetlands (J. Ouellette / M. Parent)
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, August 30, 2005 1 - 8
 - ii) Minutes of Regular Meeting, August 30, 2005
 - b. Items From In-Camera Meeting of September 13, 2005
- 10. Communications
 - a. External (Associations, OCSTA, Ministry)
 - b. Internal (Reports from Administration)
 - i) Report: Administrative Staff Report (J. Berthiaume) 9 – 11
 - ii) Report: Updated Facilities Services Project List – Summer 2005 (T. Robins) 12 – 16
 - iii) Report: Legal Services May to July 2005 (P. Marchini) 17 - 18
- 11. Unfinished Business
- 12. New Business
 - a. Report: Appointment of Special Education Advisory Committee (SEAC) Representative (J. Ouellette) 19 – 20
 - b. Fieldtrips:
 - i) St. Anne’s Catholic High School – Montreal, Quebec 21 – 26
 - ii) Immaculate Conception Catholic Elementary School – Camp GessTwood 27 - 29
- 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)*
 - b. Deferred from August 30, 2005: Notice of Motion - 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.”*
- 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 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



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, August 30, 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 A. Kishek	

Regrets:

Fr. L. Brunet, C. Janisse, Student Trustee (Alternate) J. Devos

Administration:

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

Recorder:

D. Steffens

1. Call To Order - Chair Macri called the meeting to order at 7:30 p.m.
2. Opening Prayer – The meeting opened with a prayer.
3. Recording of Attendance –Trustee Janisse, J. Devos (Student Trustee Alternate) and Father Brunet sent regrets.
4. Approval of Agenda
Moved by Trustee Keane and seconded by Trustee DiMenna that the August 30, 2005 Regular Board meeting agenda be approved as distributed. 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 agenda item 10 b(i) Administrative Staff Report due to her husband's employment and did not participate in the discussion or vote on the motion. Trustees Porcellini and Courtney declared an interest in agenda item 12b 2005/2006 Operating Fund Budget/Capital Fund Budget as it pertains to the classroom envelope; however, it was subsequently determined a conflict was not present.

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, June 27, 2005

Moved by Trustee Keane and seconded by Trustee Soulliere that the minutes of the In-Camera meeting of June 27, 2005 be adopted as distributed. Carried.

ii) Minutes of Regular Meeting, June 27, 2005

Amendment: Page 3 item 8(a) Special Education Advisory Committee Delegation – Commentary amended to add that the psychological services in the Learning Support Services department will be reviewed as part of the report updating the Board on the status of the Expert Panel Recommendations for Learning Support Services.

Moved by Trustee Holland and seconded by Trustee Courtney that the minutes of the Regular Meeting of June 27, 2005 be adopted as amended. Carried.

b. Items From In-Camera Meeting of August 30, 2005

The Windsor-Essex Catholic District School Board convened a closed Committee of the Whole meeting on August 30, 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 August 30, 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 August 30, 2005 be approved. Carried.

Vice-Chair Courtney made the following announcements:

- the appointment of Doug Sadler to the position of Business/Social Science Department Head at F.J. Brennan Catholic High School, effective September 6, 2005
- the appointment of David Petro to the position of Math Department Head at Cardinal Carter Catholic High School, effective September 6, 2005, and
- the appointment of Patrick Hickson as Acting Vice Principal at Catholic Central High School for the 2005-2006 school year.

10. Communications

- a. External (Associations, OCSTA, Ministry) – None.
- b. Internal (Reports from Administration)
 - i) Report: Administrative Staff Report

Superintendent Berthiaume reported on the 2005 – 2006 recruitment indicating that the Board has hired 49 elementary teachers and 30 secondary teachers. Of the 79 teachers hired to permanent positions, 58 (73.4%) were hired from the occasional teachers list. One hundred teachers have added to the occasional teachers list. Trustee Porcellini declared an interest in this item and did not vote on the recommendation.

Moved by Trustee DiMenna and seconded by Trustee Soulliere that the Board receive the *Administrative Staff Report* on hiring, retirement and resignation of staff dated August 30, 2005 for information. *Carried.*

- ii) Report: Staffing Adjustments 2005/2006

Superintendent Ouellette reported that the Ministry of Education Memorandum 2005:B5: Education Funding for 2005-06 outlined changes to education funding for the 2005- 06 school year. These changes were finalized late in June and have resulted in additional elementary and secondary staffing for the upcoming school year. Trustees sought clarification on the Ministry grant guidelines and on the elementary pilot school based music instruction and pilot school based specialist teachers for Daily Quality Physical Education. A presentation by the staff involved in the pilot programs will be provided to the Board in the fall. An administrative report and recommendation to continue and/or expand the program will be presented to the Board in December should the pilot programs prove to be successful. An expansion of the programs would assist the Board in proactively meeting its compliance with provincially mandated prep-time over the next two years.

Moved by Trustee Alexander and seconded by Trustee DiMenna that the Board receive the report on Staffing Adjustments 2005/06 as information. *Carried.*

Opposed: Trustee Soulliere

iii) Report: Trustee Attendance January to June 2005
Moved by Trustee Keane and seconded by Trustee Porcellini that the Board receive the report *Trustee Attendance – January to June 2005* as information. Carried.

iv) Report: Guest Speaker from South Africa – Lionel Davis

Superintendent Ouellette reported that Mr. Lionel Davis, a former political prisoner from Robben Island, South Africa, will be speaking to intermediate and senior students in the fall about his experience with Apartheid, the importance of education, acceptance of others and triumphing over insurmountable obstacles. It was suggested that an invitation to the diocese and pastoral ministers.

Moved by Trustee Alexander and seconded by Trustee Porcellini that the Board receive the report: Guest Speaker from South Africa – Mr. Lionel Davis as information,

and, that the transportation costs for all grade 7 and 8 students to attend the presentation be covered through the Board budget. Carried.

11. Unfinished Business – None.

12. New Business

- a. Report: Selection of Construction Manager - St. Anne's Catholic High School
Moved by Trustee Holland and seconded by Trustee Soulliere 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.” Carried.
- b. Report: 2005/2006 Operating Fund Budget/Capital Fund Budget

Superintendent Marchini provided an overview of the 2005/2006 Operating Fund Budget/Capital Fund Budget. The overall Operating Fund Budget is estimated to be \$212.5 million, including \$3.2 million for school renewal, which for the purpose of this report, has been incorporated into the Capital Fund Budget. The Operating Fund Budget includes several new board and Ministry initiatives while providing a surplus position of \$349,100. Capital Fund projects totalling \$50 million include the construction of St. Joseph Catholic High School \$22,500,000 excluding land acquisition costs of \$4,500,000, the commencement of construction of St. Anne's Catholic High School at \$20,300,000 (final completion 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. Trustees sought clarification on specific budget categories including special education, LET teachers, vice principal allocations, Learning Opportunity Grants and retirement gratuities. Superintendent Marchini will provide trustees with a line-by-line copy of the budget for review of specific envelope allocations prior to the submission of the November estimates.

It was determined that a conflict was not present for Trustees Courtney and Porcellini with respect to the classroom budget.

Moved by Trustee Alexander and seconded by Trustee Holland that the Board adopt the 2005-2006 Classroom Operating Fund Budget Expenditures for the elementary and secondary panels as presented in the amount of \$209,388,230

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

Moved by Trustee Soulliere to defer the approval of the 2005/2006 Operating Fund Budget/Capital Fund Budgets until trustees have had an opportunity to review the budget line by line. *No seconder*

Original motion carried. Opposed: Trustee Soulliere

- c. Report: Appointment of Special Education Advisory Committee (SEAC) Representatives **Moved by Trustee DiMenna and seconded by Trustee Keane 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. Carried.**
- d. Notice of Motion - Trustee Soulliere from June 27, 2005: *"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 Soulliere indicated she will defer this notice of motion to a future date.

- e. Notice of Motion - Trustee Holland provided a brief preamble outlining the rationale to her notice of motion made at the June 27 Board meeting. The motion pertains to maintaining Catholicity in the secondary schools when approximately 40% of the students are non-Catholic. The intent of the administrative report is to explore the feasibility of providing more than one campus minister at each of the secondary schools regardless of the size in order to enhance faith development opportunities for the secondary school communities.

Moved by Trustee Holland and seconded by Trustee Courtney 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. Carried.

- f. Notice of Motion - Trustee Courtney provided a brief preamble outlining the rationale to her notice of motion made at the June 27 Board meeting explaining that Catholics in Newfoundland and Labrador have lost the right to publicly funded, faith-based education. The intent of the motion is to share ideas and explore ways in which our system and school community can assist the three remaining privately funded schools.

Trustee Courtney agreed to amend the motion to include referring the matter to the Ontario Catholic Schools Trustees' Association (OCSTA) for consideration of providing support to the Newfoundland schools at a provincial level.

Moved by Trustee Courtney and seconded by Trustee Holland 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,

and, further that this matter be referred to the Ontario Catholic Schools Trustees' Association (OCSTA) for consideration of providing support to the Newfoundland schools at a provincial level. Carried.

g. Fieldtrips:

i) Holy Names Catholic High School – Northern Edge Algonquin

Moved by Trustee Keane and seconded by Trustee Porcellini that the Board approve the Holy Names Catholic High School – Northern Edge Algonquin field trip for October 5 to 8, 2005. Carried.

13. Committee Reports – None.

14. Notice of Motion – None.

15. Remarks and Announcements

a. Chairperson Macri congratulated Superintendent Marchini, finance staff and administration for presenting a balanced budget with a small surplus.

b. Director of Education

- Director Moher reminded trustees of the St. Christopher Catholic Elementary School Rededication and Blessing which will be held on September 14, 2005 at 1:30 p.m. An Open House will be held until 6:00 p.m.
- Director Moher indicated that the new St. Anthony Catholic Elementary School is ready to open for the beginning of the school year.
- Best Start Program - Director Moher reported that over the next three years, the City of Windsor and Essex County community will receive almost 30 million dollars in federal grants to create an additional 660 child care spaces. The City of Windsor, which is overseeing this project for our community, is required to submit a plan by the end of October. A steering committee has been established to examine the needs of the various areas of the city and county, the availability of existing space in schools and the viability of adding space where required. Supervisor Steve Freeman and Superintendent Janet Ouellette represent our school system on this Steering Committee. An update will be brought to the Board for information.

c. Board Chaplain – Fr. Brunet sent regrets.

16. Remarks/Questions by Trustees

- Trustee Porcellini commended the staff of Catholic Central High School for their fundraising of \$9,000 to assist an ill student. Trustee Porcellini wished John Celestino well as he begins to serve a tour of duty with the Canadian Armed Forces and the United Nations in Sudan for a peacekeeping mission. Trustee Porcellini reported she had attended a couple workshops at the Summer Institute and congratulated the organizers and all those involved with the professional development sessions.
- Trustee Keane inquired into the status of replacing a greenhouse that had been removed from Assumption College Catholic High School due to construction. Trustee Keane congratulated the Facilities Services staff for all the work they have completed over the summer.
- Trustee Soulliere indicated she had attended a two-day Framework for Poverty workshop at the Summer Institute and congratulated the presenters for an outstanding session.
- Trustee Holland commented on the administrative planning document “Strategic Plan Priorities” that the Director will provide to principals tomorrow and provided suggests on various components of the Faith Pillar. Trustee Holland extended congratulations to Facility Services for the success of their recent professional development day.
- Trustee DiMenna congratulated all staff involved in the success of the recent Summer Institute and congratulated Facilities Services for their work on schools over the summer.
- Trustee Courtney congratulated administration and the staff involved for presenting a balanced budget and welcomed new Student Trustee Kishek to her first meeting.
- Student Trustee Kishek thanked everyone for the warm welcome and indicated she is looking forward to her role as Student Trustee for the new school year.

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 – 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, 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 – The meeting closed with a prayer.
21. Adjournment - There being no further business, the Regular Board Meeting of August 30, 2005 adjourned at 9:20 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:
September 13, 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 September 13, 2005 for information.

BACKGROUND:

FINANCIAL:

COMMENTS:

TIMELINES:

APPENDICES:

- Administrative Staff Report dated September 13, 2005

September 13, 2005

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

	Employee Name	Position	Location	Date	Reason
HIRING:	Antonietta Balsamo	Occasional Teacher	Supply	September 6, 2005	
	Brenda Bhanks	Occasional Teacher	Supply	September 7, 2005	
	Kim Beaudoin	Occasional Teacher	Supply	August 30, 2005	
	Gina Bertoia	Occasional Teacher	Supply	September 7, 2005	
	Dana Bilek	Occasional Teacher	Supply	September 7, 2005	
	Christine Boutros	Elementary Teacher	H. J. Lassaline	September 1, 2005	
	Dana Capaldi	Elementary Teacher	St. John/ St. Francis	September 1, 2005	
	Kimberley Capaldi-Field	Occasional Teacher	Supply	September 7, 2005	
	Leanne Cecillon	Occasional Teacher	Supply	September 7, 2005	
	Nick Colella	Occasional Teacher	Supply	September 7, 2005	
	Misty Dattilo	Occasional Teacher	Supply	September 7, 2005	
	Danielle Durocher	Elementary Teacher	St. Theresa (.5)	September 1, 2005	
	Kimberley Evon	Occasional Teacher	Supply	September 8, 2005	
	Mary Grace Floresca	Occasional Teacher	Supply	September 7, 2005	
	Vince Francia	Elementary Teacher	St. Bernard	September 1, 2005	
	Rosemary Gebrail	Occasional Teacher	Supply	September 7, 2005	
	Sherry Gibson	Occasional Teacher	Supply	September 7, 2005	
	Barbara Gioia-Naccarato	Occasional Teacher	Supply	August 18, 2005	
	Joseph Goulet	Secondary Teacher	Cardinal Carter Secondary	September 1, 2005	
	Michelle Grondin	Elementary Teacher	Immaculate Conception (.37)	September 1, 2005	
	Allison Hayes	Occasional Teacher	Supply	September 6, 2005	
	Angela Horoky	Occasional Teacher	Supply	September 7, 2005	
	Stacey Jones	Occasional Teacher	Supply	September 7, 2005	
	James Kittl	Secondary Teacher	Holy Names Secondary	September 1, 2005	
	Derrick LaPorte	Elementary Teacher	St. Anne Fr. Immersion	September 1, 2005	
	Fabio Muscedere	Secondary Teacher	Holy Names Secondary	September 1, 2005	
	Jim Nehmetallah	Secondary Teacher	Cardinal Carter Sec. (.5)	September 1, 2005	
	Lindsay Pike	Occasional Teacher	Supply	September 6, 2005	

September 13, 2005

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

John Riberdy	Elementary Teacher	Holy Cross	September 6, 2005
Lori Romero	Occasional Teacher	St. Anne Secondary (L/T)	September 6, 2005
Federica Zavaglia	Elementary Teacher	St. Anne Fr. Immersion	September 1, 2005

RETIREMENT: Elsie Heath Elementary Secretary St. Angela August 26, 2005

RESIGNATION: Anne-Marie Bondy	Temp. Educational Assist.	Supply	August 1, 2005	Employment Elsewhere
Adriana Brajak	Educational Assistant	Immaculate Conception	August 9, 2005	To Occasional Teaching
Josee Charron	Elementary Teacher	Christ the King	August 30, 2005	Employment Elsewhere
Jacqueline Cook	Educational Assistant	Holy Cross	August 29, 2005	Employment Elsewhere
Adrienne Decou	Temp. Educational Assist.	Supply	September 1, 2005	Employment Elsewhere
Laura Keck	Sign Lang. Interpreter	Cardinal Carter	September 1, 2005	Employment Elsewhere
John Riberdy	Custodian	Our Lady of Perp. Help	September 5, 2005	To Elementary Teaching
Rosa Varacalli	Behaviour Specialist	Assumption/ Holy Names	August 31, 2005	To Elementary Teaching



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:
September 13, 2005

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

PRESENTED BY: Senior Administration

SUBMITTED BY: Michael B. Moher, Director of Education
Timothy J. Robins, Controller of Facilities Services

SUBJECT: **UPDATED FACILITIES SERVICES PROJECT LIST
- Summer 2005**

RECOMMENDATION:

**That the Board receive the Updated Facilities Services Project List,
Summer 2005 as information.**

BACKGROUND:

During the summer months, while schools are closed for regular operations, the Facilities Services Department undertakes approved building and site construction projects across the system.

FINANCIAL:

Funding to complete the approved projects is covered under the New Pupil Places Grant (NPPG), the 2005-2006 Capital Renewal Grant and the Good Places to Learn (GPL) Stage 1 Grant.

COMMENTS:

Attached Appendix A reflects the updated completion status of the approved projects undertaken by the Facilities Services Department as of September 13, 2005.

TIMELINES:

June to September 2005

APPENDICES:

- Appendix A – Updated Facilities Services Project Listing, Summer, 2005



Facilities Services
Project Status Report - September 13, 2005

<u>School Name</u>	<u>Project Description</u>	<u>Status and/or % Completed</u>
NPPG		
St. Anne High	New School	Site Prep. Work to commence
St. Joseph High	New School	Footings & Foundations in progress
St. Anthony	New School	95%
St. Christopher	Addition/Renovations	100%
ACCESSIBILITY		
Our Lady of Mt. Carmel	Beam Installation	100%
St. Bernard (Amh.)	Washroom	100%
St. Gregory	Washroom/Beam Installation	100%
St. Maria Goretti	Beam Renovation	100%
St. John the Baptist	Washroom	85%
HVAC - M & E		
System	Natural Gas Appliance Inspection/Repairs	50%
System	Eyewash Stations	15%
F. J. Brennan	A/C - Gymnasium	100%
Assumption	A/C- Gymnasium	100%
Christ the King	Controls	Quoting Stage
Immaculate Conception	Terminal units, vent fans	25%
W.J. Langlois	Replace roof tops	100%
Our Lady of Lourdes	Controls	Quoting Stage
Our Lady of Mt. Carmel	Controls	Quoting Stage
Queen of Peace	Vent fans, roof top AHU	100%
Sacred Heart	Replace boilers, vent fans	100%
Stella Maris	Replace boilers	90%
St. Alexander	Controls	Quoting Stage
St. Angela	Replace boiler, convert steam	90%
St. Anne (Fr. Imm.)	Controls (Temperature Sensors)	95%
St. Bernard (Windsor)	Additional boiler	100%
St. Bernard (Amh.)	Replace roof tops	100%
St. Christopher (Junior)	Controls	100%
St. Francis	Replace boilers	100%
St. Gabriel	Replace boilers, vent fans	100%
St. John (Windsor)	Replace boilers	100%
St. John Evangelist	Replace boiler	100%
St. John the Baptist	Replace boilers, vent fans	100%
St. John Vianney	Vents fans	20%
St. Mary	Replace terminal units & boilers	80%
St. Peter	Replace AHU's, terminal units	100%
St. Pius X	Walls rads, vent fans	50%
St. Rose	Steam convert, boilers, piping, vents	85%



Facilities Services
Project Status Report - September 13, 2005

<u>School Name</u>	<u>Project Description</u>	<u>Status and/or % Completed</u>
NPPG		
St. William	Terminal units, boilers old section	100%
PAINTING		
Sacred Heart	Room 25, Corridors/Gym, 2 Dressing Rms.	100%
St. Mary	Corridors, 2 Dressing Rooms	100%
St. Maria Goretti	Corridors, Gym, 2 washrooms - south	100%
Queen of Peace	Senior Corridors, Gym	100%
Our Lady of Annunciation	Room 9 & 17, Corridors	100%
Holy Names H. S.	Corridors (Lower half)	100%
Our Lady of Lourdes	Corridors	100%
St. Anne (Fr. Imm.)	Corridors & Stairwells	100%
St. Thoms of Villanova	Office, washrooms, portables	90%
Stella Maris	Gym	In Progress
PORTABLE		
<i>Moving Allowance</i>		
Christ the King	1 from St. Joseph H.S.	100%
H. J. Lassaline	2 from St. Christopher (Pr.)	100%
Holy Names H.S.	2 from St. Joseph H.S.	90%
ROOFING		
Notre Dame	Replacement	100%
Stella Marais	Replacement	100%
L.A. Desmarais	Replacement	100%
Our Lady of Lourdes	Replacement	100%
Our Lady of Annunciation	Replacement	100%
St. Alexander	Replacement	100%
St. Bernard (Amherstburg)	Replacement	100%
St. Gregory	Replacement	100%
St. James	Replacement	100%
St. John Vianney	Replacement	100%
St. Louis	Replacement	100%
St. Maria Goretti	Replacement	100%
St. Theresa	Repairs	100%
Cardinal Carter	Replacement	100%
Catholic Central	Replacement	100%
Holy Names H. S.	Replacement	100%
St. Michael's (Victoria)	Replacement	100%
St. Thomas of Villanova	Full roof replacement	100%
All roofing projects completed. Final inspection to take place.		

WINDOWS



Facilities Services
Project Status Report - September 13, 2005

<u>School Name</u>	<u>Project Description</u>	<u>Status and/or % Completed</u>
NPPG		
St. Bernard (Amherstburg)	Single pane window replacement	Tender Stage
St. John Evangelist	Single pane window replacement	Tender Stage
St. Louis	Single pane window replacement	Tender Stage
Catholic Central	Single pane window replacement	Tender Stage
LIGHTING		
Christ the King	Retrofit to T8 fixtures	Planning Stage
L.A. Desmarais	Retrofit to T8 fixtures	95%
Immaculate Conception	Retrofit to T8 fixtures	Fall
Notre Dame	Retrofit to T8 fixtures	100%
W. J. Langlois	Retrofit to T8 fixtures	100%
Our Lady of Mt. Carmel	Retrofit to T8 fixtures	Fall
Queen of Peace	Retrofit to T8 fixtures	Fall
Sacred Heart	Retrofit to T8 fixtures	Fall
St. Alexander	Retrofit to T8 fixtures	100%
St. Angela	Retrofit to T8 fixtures	100%
St. Bernard (Amh.)	Retrofit to T8 fixtures	Fall
St. Christopher	Retrofit to T8 fixtures	100%
St. Francis	Retrofit to T8 fixtures	Fall
St. Gabriel	Retrofit to T8 fixtures	100%
St. James	Retrofit to T8 fixtures	Fall
St. John the Baptist	Retrofit to T8 fixtures	Fall
St. John Vianney	Retrofit to T8 fixtures	100%
St. Louis	Retrofit to T8 fixtures	Fall
St. Maria Goretti	Retrofit to T8 fixtures	100%
St. Mary	Retrofit to T8 fixtures	Fall
St. Peter	Retrofit to T8 fixtures	Fall
St. Rose	Retrofit to T8 fixtures	100%
SCHOOL IMPROVEMENTS		
Notre Dame	Office renovation	95%
L. A. Desmarais	Office renovation	100%
W. J. Langlois	Install wall partitions in 2 open areas	100%
Our Lady of Annunciation	Eterior brick repairs	Fall
Stella Maris	Gymnasium renovation	50%
Catholic Central	Annex renovations	95%
St. Gregory	Staff room renovations	95%
Sacred Heart	Library renovations	90%
CEC	New storage facility	Planning Stage
St. Francis	Install window a/c & fans	100%



Facilities Services
Project Status Report - September 13, 2005

<u>School Name</u>	<u>Project Description</u>	<u>Status and/or % Completed</u>
NPPG		
St. Anne (Fr. Imm.)	Install window a/c & fans	100%
St. Alexander	Install window a/c	40%
FLOORING		
Sacred Heart	Rooms 10, 15, 16, 17, 21	100%
St. Mary	Principal/French/Secr.	100%
Queen of Peace	Room 5	100%
Our Lady of Annunciation	Room 7 & 13	100%
Holy Names H.S.	Café/Portable 5 & 6, Rooms 220 & 202	100%
St. Anne (Fr. Imm.)	Portables 1,2,3,4	100%
St. Gabriel	Office & Old V.P. Office	100%
Catholic Central	Admin. & Guidance Area	100%
SITE		
St. Alexander	Yard drain and asphalt repairs	100%
Queen of Peace	Site improvements	100%
St. John Vianney	New walkway	100%
St. Gabriel	Asphalt playground extension	100%
St. Anne (Fr. Imm.)	New parking lot	90%
L. A. Desmarais	Site improvements	100%
Immaculate Conception	Asphalt playground - Phase II	100%
St. John (Woodslee)	Driveway and lot repairs	100%
LAN Closets		
System	Phase II	Planning Stage



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:
September 13, 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: **LEGAL SERVICES – May to July 2005**

RECOMMENDATION:

That the report *Legal Services – May to July 2005* be received as information.

BACKGROUND:

By the terms of the agreement with the board the board's solicitors, Shibley Righton LLP are requested to report fees and services on a regular basis.

This report is supported by documentation that has been provided to and reviewed by senior administration. Records provided indicate hourly rates, time billed, description of services and total amount invoiced.

FINANCIAL:

For the month of May 2005 legal fees submitted are as follows:

* Real Estate and property matters	\$10,661.50
* Labour, incl. Negotiations, contract administration and arbitration Litigation (incl. OLRB hearings, Spec. Ed., Human Rights and Safe School issues).	\$23,655 \$4,250
* Other Misc. (on-going legal advice and consultation)	<u>\$12,838</u>

TOTAL

\$51,404.50

For the month of June 2005 legal fees submitted are as follows:

* Real Estate and property matters	\$13,110.00
* Labour, incl. Negotiations, contract administration and arbitration Litigation (incl. OLRB hearings, Spec. Ed., Human Rights and Safe School issues).	\$8,032 \$625
* Other Misc. (on-going legal advice and consultation)	<u>\$17,859</u>

TOTAL	\$39,626.00
--------------	--------------------

For the month of July 2005 legal fees submitted are as follows:

* Real Estate and property matters	\$22,065.00
* Labour, incl. Negotiations, contract administration and arbitration Litigation (incl. OLRB hearings, Spec. Ed., Human Rights and Safe School issues).	\$9,911 \$300
* Other Misc. (on-going legal advice and consultation)	<u>\$15,561</u>

TOTAL	\$47,837.00
--------------	--------------------

COMMENTS:

A portion of the May fees for real estate (\$7,269.50) will be charged to New Pupil Place Grant Capital project accounts. A portion of the June fees for real estate (\$9,248) will be charged to New Pupil Place Grant Capital project accounts. A portion of the July fees for real estate (\$17,881.00) will be charged to New Pupil Place Grant Capital project accounts.

TIMELINES:

August 2005 Report – September 2005 Board meeting.

APPENDICES:

- None



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:
September 13, 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) REPRESENTATIVE**

RECOMMENDATION:

That the Board approves the appointment of Laurie Golocevac to the Special Education Advisory Committee, representing Autism Society Ontario (Windsor-Essex Chapter).

BACKGROUND:

As the present Autism Society representative to SEAC, Sandra Slogan, has resigned her position on SEAC, the Autism Society has requested that Laurie Golocevac be appointed as the new representative for the remainder of the three-year term. Melissa-Jo Meyer remains as the alternate member.

COMMENTS:

Laurie Golocevac meets the Ministry of Education's requirements for appointment to SEAC.

TIMELINES:

The appointment will take effect immediately following Board approval.

APPENDICES:

- Letter from Alex Meyer, President – Autism Society Ontario (Windsor-Essex Chapter).

/psh/M05/08/31/2005



AUTISM SOCIETY ONTARIO (WINDSOR-ESSEX CHAPTER)

3600 Curry Avenue ♦ Windsor, Ontario ♦ N9E 2T6 ♦ (519) 250-1893 ♦ Fax (519)966-0301

Monday, August 29, 2005

Jennifer Jaco-McKay
S.E.A.C. CHAIR
1325 California Way
Windsor, ON N9B 3Y6

Dear Jennifer,

I apologize for the late delivery of this letter. We have had some delays in our elections this year and therefore we did not know who our elected SEAC reps for the catholic board would be.

Our membership has elected **Laurie Golocevac** as the S.E.A.C representative for our chapter with **Melissa-Jo Meyer** being the alternate. Unfortunately, Sandra Slogan has had to step down.

We are asking that the Board allow these two amazing women to step up and represent Autism Society Ontario (Windsor-Essex Chapter) on the Special Education Advisory Committee.

Thank you for your time and consideration.

Sincerely,

Alex Meyer
President
Autism Society Ontario (Windsor-Essex Chapter)



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:
September 13, 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: **ST. ANNE'S CATHOLIC HIGH SCHOOL**
- **Montreal Basketball Tournament**

RECOMMENDATION:

That the Board approve the St. Anne's Catholic High School Basketball Tournament field trip to Montreal September 23 – 25th, 2005.

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
- Parent Consent – SC:04 Form B
- Itinerary
- Parent Letter



Request for Approval of Athletic Trip

School	ST. ANNE CATHOLIC H.S.		Date(s) of Trip	Ex. mm/dd/yyyy 09/23/2005-09/25/2005	
Destination	MONTREAL, P.Q. (MCGILL UNIV.)		Mode of Transportation	PASSENGER VAN	
School Departure Time (approx.)	6:00 AM	School Arrival Time (apprx.)	9:00 PM	Name of Carrier	RENTAL
# of Male Students	0	Grade(s) of Students	10-12	Number of Supervisors	Female 1 + Male 2
# of Female Students	13	Personal Cost Per Student (estimated)	\$50	Travel Company Involved	NA.
Total Cost Per Student (estimated)	\$50				

EDUCATIONAL RATIONALE

Name(s) of Teacher(s)/ Supervisor(s)

Purpose of Trip

If Activity is Occurring over a Weekend Indicate Plans for Students to Attend a Eucharistic Celebration

STUDENTS WILL ATTEND MASS IN DOWNTOWN MONTREAL ON SUNDAY MORNING SEPT. 25

Date Submitted	<input type="text" value="06/29/2005"/>	Name of Teacher	<input type="text" value="MR. KISS"/>
Approval Date	<input type="text" value="06/29/2005"/>	Name of Principal	<input type="text" value="MR. JOHN BYRNE"/>
Approval Date	<input type="text"/>	Name of Superintendent	<input type="text"/>
Approval Date	<input type="text"/>	Board of Trustees Approval (per Superintendent)	<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.



ATHLETIC TRIP INFORMATION AND CONSENT FORM

PART 1 TRIP INFORMATION (To be retained by Parent/Guardian)

To the Parent/Guardian

Permission has been granted by the Principal (and Superintendent or Board if applicable) for the students to participate in the Field Trip described below. To have your son/daughter participate in the trip, please complete **Part 2** below and return it to the school as soon as possible.

School	Date(s) of Trip	Mode of Transportation
ST. ANNE CATHOLIC H.S.	09/23 - 09/25	PASSENGER VAN

Destination Name	Phone No.
MONTREAL (MCGILL UNIV.) - ECONO LODGE HOTEL, 2060 RUE ST. DOMINIQUE	(514) 843 2483

Estimated Time of Departure from School	Estimated Time of Return to School	Estimated Cost per Student	Students are responsible for:
6:00 AM	9:00 PM	\$50.00	
No. Of Students	No. of Supervisors	MEAL MONEY, APPROPRIATE ATTIRE FOR CHURCH	
15	3 +		

Reason for Trip
 BASKETBALL TOURNAMENT

Parent/Guardian to cut off from here and retain Part 1; **Part 2 below is to be returned to the school**

Part 2 PARENT/GUARDIAN CONSENT to be returned to the school at least 3 days prior to the trip

To the Windsor-Essex Catholic District School Board and the Principal of **ST. ANNE CATHOLIC H.S.** Catholic School.

As the Parent(s)/Guardian(s) of (print name in full) _____

We hereby request that the above-named student be permitted to participate in the trip to (Note destination)

MONTREAL (MCGILL UNIV.) - ECONO LODGE HOTEL, 2060 RUE ST. DOMINIQUE

I/We are aware that the Mode of Transportation noted in Part 1 above indicates that the students may travel to/from the destination by use of private motor vehicle. I/We hereby give permission for the above-name student to be transported in a vehicle driven by another **student/parent**.

Signature(s) _____ **Student Health Card #** _____

Medical Condition (if any) or Prescribed Medication _____

Date _____ **Student Home Telephone #** _____

Emergency Contact Name _____

Emergency Phone Number _____

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, 1989.

ST. ANNE'S HIGH SCHOOL
SENIOR GIRLS BASKETBALL 2005
MCGILL UNIVERSITY/MONTREAL TRIP INFORMATION

- DATES: FRIDAY SEPT. 23 - SUNDAY SEPT. 25
- ACCOMODATIONS: ECONOLODGE DOWNTOWN
2060 RUE ST. DOMINIQUE
(514) 843 2483
- CHAPERONES: MR. KISS, MR. MOUSSEAU, MRS. MULLINS, MRS.
HEDDERSON (TENTATIVE)
- TIME OF DEPARTURE: 6:00 AM FRI./CARMELITA HALL PARKING LOT
- TIME OF RETURN: (CONTINGENT) LATEST 12:00 MIDNIGHT
SUNDAY SEPT. 21 (PLAYERS
WILL BE DROPPED OFF AT
THEIR HOMES)
- EARLIEST 9:00 PM SUNDAY
EVENING (CARMELITA HALL
PARKING LOT)
- TRANSPORTATION: 10 PASSENGER VAN PLUS 7 PASSENGER VAN
- COST: PLAYERS WILL BE EXPECTED TO BRING MONEY FOR
MEALS/PERSONAL SPENDING ONLY.
PLAYERS WILL NOT BE REQUIRED TO PAY FOR
TRANSPORTATION NOR FOR ACCOMODATION.
- CLOTHING: PLEASE PACK CASUAL WEAR THAT IS
PRESENTABLE. WE WILL BE ATTENDING MASS
ON SUNDAY. WE WILL ALSO BE GOING AS A
TEAM TO AN EATERY (EX., HARD ROCK CAFÉ) ON
SATURDAY NIGHT. WE WILL BE WALKING A LOT.
DON'T FORGET YOUR B-BALL UNIFORM.

PLEASE HAVE YOUR PARENTS FILL IN AND SIGN THE ATTACHED CONSENT
FORMS. ALSO, DON'T FORGET TO GET APPROVAL FROM EACH OF YOUR
TEACHERS FOR THIS TRIP.

MCGILL TOURNAMENT 2005
BUDGETED EXPENSES

<u>EXPENSE</u>	<u>COST</u>	<u>FINANCING SOURCE</u>
TOURNAMENT	\$ 250	CLUB ACCOUNT (FUNDRAISING)
HOTEL	\$1020	PARENTS' CLUB PLUS CLUB ACCOUNT (FUNDRAISING)
VAN RENTAL	\$ 700	CLUB ACCOUNT (FUNDRAISING)
GASOLINE	\$ 200	CLUB ACCOUNT (FUNDRAISING)

September , 2005

Parent(s)/ Guardian(s):

On the weekend of Friday, September 23 to Sunday, September 25, St. Anne's Senior Girls' basketball will be participating in a tournament at McGill University in Montreal. Please find, enclosed, an itinerary for the trip in addition to other pertinent information about the trip.

Please note that procedures regarding the whereabouts of your daughter will be strictly followed. No player will be allowed to go out alone at any time in Montreal. Players will be required to stay in assigned groups when walking about in Montreal. Hotel curfew will be strictly followed. School and board policy will be followed in the event a player violates any of these requirements.

The tournament has been approved by the principal and by the superintendent of the board. If you have any questions about the tournament or about any other concern you may have in regards to the upcoming season please don't hesitate to contact me at St. Anne's H.S. (735 6024) or at home (735 0554, e-mail: andykiss@sympatico.ca).

Sincerely,

Andy Kiss



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:
September 13, 2005

PRESENTED FOR: Public In-Camera
Information Approval

PRESENTED BY: Senior Administration

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

SUBJECT: **IMMACULATE CONCEPTION ELEMENTARY SCHOOL**
- Camp GessTwood – Leadership, Phys. Ed., Science

RECOMMENDATION:

That the Board approve the Immaculate Conception Catholic Elementary School camping trip to GessTwood on October 5 – 7, 2005.

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
- Parent Consent – SC:04 Form B



Request for Approval of Field Trip

School	Immaculate Conception		Date of Trip	Ex. mm/dd/yyyy Oct 5-7
Destination	Camp Gesstwood		Mode of Transportation	Bus
School Departure Time	9:00am	School Arrival Time	12:30pm	Name of Carrier
# of Male Students	46	Grade of Students	7/8	Number of Supervisors
# of Female Students	34	Personal Cost Per Student	\$75.00	Female <input type="text" value="4"/> Male <input type="text" value="6"/>
Total Cost Per Student	\$100.00	Travel Company Involved	n/A	

EDUCATIONAL RATIONALE

Name of Teacher

Purpose of Trip

Relationship to Students' Program/Course

Pre-Trip Preparation(s) by Students

Follow-Up Activities Planned

If Activity is Occuring over a Weekend Indicate Plans for Students to Attend a Eucharistic Celebration

Date Submitted	<input type="text" value="09/06/2005"/>	Name of Teacher	<input type="text" value="Brian Marenchin"/>
Approval Date	<input type="text" value="09/06/2005"/>	Name of Principal	<input type="text" value="Mr. J. McMahon"/>
Approval Date	<input type="text"/>	Name of Superintendent	<input type="text"/>
Approval Date	<input type="text"/>	Board of Trustees Approval (per Superintendent)	<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.



FIELD TRIP INFORMATION AND CONSENT FORM

PART 1 TRIP INFORMATION (To be retained by Parent/Guardian)			
To the Parent/Guardian Permission has been granted by the Principal (and Superintendent or Board if applicable) for the students to participate in the Field Trip described below. To have your son/daughter participate in the trip, please complete Part 2 below and return it to the school as soon as possible.			
School	Date(s) of Trip	Mode of Transportation	
Immaculate Conception	Oct. 5-7	bus	
Destination Name and Phone#			Cost per Student
Camp Gesstwood			\$75.00
Time of Departure from School		Approximate Time of Return to School	
9:00 am		12:30 pm	
No. Of Students		No. of Supervisors	
80		10	
Purpose/Relationship to program			
leadership / team building / physical education / science			
Students should come prepared with see attached list			

Parent/Guardian to cut-off from here and Retain Part 1; **Part 2 below to be returned to the school**

Part 2 PARENT/GUARDIAN CONSENT to be returned to the school at least 3 days prior to the trip	
To the Windsor-Essex Catholic District School Board and the Principal of	Immaculate Conception Catholic School.
As the Parent(s)/Guardian(s) of (print name in full)	
We hereby request that the above-named student be permitted to participate in the trip to (Note destination)	
Camp Gesstwood	
I/We are aware that the Mode of Transportation noted in Part 1 above indicates that the students may travel to/from the destination by use of private motor vehicle. I/We hereby give permission for the above-name student to be transported in a vehicle driven by another student/parent .	
Signature(s)	Student Health Card #
Medical Condition (if any) or Prescribed Medication	
Date	Signature of Parent(s) or Guardian(s)
Student Home Telephone #	Emergency Contact Name
	Emergency Phone Number

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, 1989.