



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, October 11, 2005 at 7:00 p.m. Windsor Essex Catholic Education Centre John Paul II Boardroom

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
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. Summer Institute 2005 (J. Ouellette/E. Poirier)
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, September 27, 2005
 - ii) Minutes of Regular Meeting, September 27, 2005 1 - 7
 - b. Items From In-Camera Meeting of October 11, 2005
- 10. Communications
 - a. External (Associations, OCSTA, Ministry)
 - b. Internal (Reports from Administration)
 - i) Report: Administrative Staff Report (J. Berthiaume) 8 – 10
 - ii) Report: Summer School Program 2005 (J. Ouellette/R. Donaldson/
R. McDougall) 11 – 13
 - iii) Report: St. Joseph’s Catholic High School “Construction Manager at
Risk” - Status Report (P. Marchini/T. Robins) 14 - 17
- 11. Unfinished Business
- 12. New Business
 - a. Fieldtrips:
 - i) Muskoka Woods Leadership Experience – Secondary Schools 18 – 21
 - ii) St. John Vianney Catholic Elementary School - Ottawa 22 - 31
- 13. Committee Reports
 - a. Report: Ad Hoc Elementary Uniform Committee (J. Berthiaume/P. Picard) 32 - 40
- 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, October 25, 2005
- Tuesday, November 8, 2005
- Tuesday, November 22, 2005
- Tuesday, December 6, 2005
(Organizational Meeting begins at 7:30 p.m.
– Mass at 6:45 p.m. in Assumption Chapel)
- Tuesday, December 13, 2005
- Tuesday, January 17, 2006
- Tuesday, January 31, 2006
- Tuesday, February 14, 2006
- Tuesday, February 28, 2006
- Tuesday, March 28, 2006
- Tuesday, April 11, 2006
- Tuesday, April 25, 2006
- Tuesday, May 9, 2006
- Tuesday, May 23, 2006
- Tuesday, June 13, 2006
- Monday, June 26, 2006

20. Closing Prayer

21. Adjournment

John Macri
Board Chairperson

Michael Moher
Director of Education & Secretary



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REGULAR BOARD MEETING Tuesday, September 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
C. Janisse	
Rev. L. Brunet, Board Chaplain	
A. Kishek, Student Trustee	
J. Devos, Student Trustee (Alternate)	

Administration:

M. Moher (Resource)	P. Littlejohns
J. Berthiaume	C. Marier
P. Marchini	P. Picard
J. Ouellette	E. Poirier
S. Freeman	T. Robins
C. Geml	L. Staudt
T. Halford	

Recorder:

D. Steffens

1. Call To Order - Chair Macri called the meeting to order at 7:05 p.m.
2. Opening Prayer - Father Brunet opened the meeting with a prayer.
3. Recording of Attendance – All trustees present. Trustee Courtney entered the meeting at 7:20 p.m.
4. Approval of Agenda

Amendments:

- Addition: 12d (vii) Field Trip: F. J. Brennan Catholic High School - Kincardine/Owen Sound

Moved by Trustee Janisse and seconded by Trustee Keane that the September 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 agenda item 10b(ii) *Enrolment/Staffing School Organization Information for Elementary / Secondary Schools September 2005* due to her husband's employment item and did not participate in discussion or the vote on the motion.

7. Presentations

- a. Parish Reorganization Process

Episcopal Vicars Frs. Gary Goyeau and James Roche were present to provide a brief update on the Parish Reorganization Process now underway throughout the entire Diocese of London. Local parishes are developing study-working plans that outline the need for parishes to consider clustering, amalgamating, opening or closing parishes or remaining status quo. Several factors are being considered including availability of Priests, parish financial stability, Sunday attendance, building condition, demographics, Sacramental activity, proximity of schools and overall parish vitality. The local recommendation will be presented to Bishop Fabbro, who is expected to announce his final decision for the entire Diocese in June 2006.

- b. St. Thomas of Villanova Catholic High School – Costa Rica Cumulative Activity

Principal Mike Seguin, teachers George Cuckovic, Mark Strong, Susan DeFroy and Melissa Tellier, and several students were present to provide trustees with a brief overview of the school's Costa Rica Destination Program. The academic program begins in grade 9 and cumulates in grade 12 with an educational trip that provides academic enrichment opportunities and advances students' understanding of the curriculum. Students spoke of their experiences at the Moneverde Biological Research Station where they conducted field research, performed field modules on the tropical ecosystem of Costa Rica and interacted with local educators and elementary students.

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, September 13, 2005

Moved by Trustee Holland and seconded by Trustee Janisse that the minutes of the In-Camera meeting of September 13, 2005 be adopted as amended. Carried.

- ii) Minutes of Regular Meeting, September 13, 2005

Moved by Trustee DiMenna and seconded by Trustee Keane that the minutes of the Regular Meeting of September 13, 2005 be adopted as distributed. Carried.

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

Vice-Chair Courtney reported the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole meeting on September 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.

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 September 27, 2005 be approved. Carried.

10. Communications

- a. External (Associations, OCSTA, Ministry) – None.

- b. Internal (Reports from Administration)

- i) Report: Administrative Staff Report

Moved by Trustee Soulliere and seconded by Trustee Holland that the Board receive the *Administrative Staff Report on hiring, and resignation of staff dated September 27, 2005 for information. Carried.*

- ii) Report: Enrolment/Staffing School Organization Information for Elementary / Secondary Schools September 2005

Trustee Porcellini declared an interest in this item and did not participate in discussion or the vote on the motion.

Superintendent Berthiaume announced that September enrolment numbers exceeded projections in both the elementary (16,411 FTE) and secondary (9,596 FTE) panels. A total of eighty-four teachers were hired for September 2005: fifty-four elementary and thirty secondary. Of the eighty-four new hires, sixty-two teachers were hired from the OECTA Occasional Teachers Unit. Twenty-eight teachers were hired under the Primary Class Size Reduction Grant. The elementary pupil/teacher ratio (PTR) is 24.5, which is within the Ministry requirement of 24.5 PTR. Administration responded to trustee questions relating to specific school organizations, enrolment numbers, implementation of the primary class size reduction plan and assignment of vice-principals in elementary schools.

Moved by Trustee Holland and seconded by Trustee DiMenna that the Board receive the report *Enrolment/Staffing/School Organization Information Of Our Elementary/Secondary Schools – September 2005 as information. Carried.*

iii) Report: Implementation Plan – Learning Support Services

Superintendent Ouellette and Cathy Geml, Supervisor of Special Education provided an update the implementation of the recommendations resulting from the 2003 Expert Panel review of the Board's Learning Support Services. Learning Support Services is now well positioned to implement the recommendations of the new Ministry of Education's Expert Panel on Literacy and Numeracy Instruction for Students With Special Education Needs which recommends practices, based on research, that allow Ontario's teachers to improve and reinforce effective instruction of reading, writing, oral communication, and mathematics to students from Kindergarten to Grade 6 who have special education needs.

The Ministry's direction is that school boards should no longer focus on formal identification or deficits, but focus on strengths and needs with an outcomes-based approach that utilizes universal design for learning and differentiated instruction methods. Trustees were provided with a copy of the Ministry's *Education for All* document. Ms. Geml provided clarification on the new assessment processes and the supports in place to assist the classroom and learning enrichment teachers with meeting the changing expectations for students who have special education needs.

Moved by Trustee Janisse and seconded by Trustee Porcellini that the Board receive as information the third stage of the Implementation Plan – Learning Support Services (Appendix 1) to address the recommendations of the Expert Panel which reviewed the Board's Special Education Services and the plan for the future based on Education for All: The Report of the Expert Panel on Literacy and Numeracy Instruction for Students With Special education Needs Kindergarten to Grade 6. Carried.

iv) Report: Legal Services – August 2005

Moved by Trustee Soulliere and seconded by Trustee DiMenna that the report *Legal Services – August 2005* be received as information. Carried.

11. Unfinished Business – None.

12. New Business

a. Report: Tender Window Replacements – Good Places to Learn Stage 1

Moved by Trustee Keane and seconded by Trustee DiMenna that the Board approve the tender bid from Windspec Inc. of \$462,962.00 for window replacements under the Good Places to Learn Grant - Stage 1; and, that a purchase order contract be issued upon Board approval. Carried.

b. Report: Ontario Catholic Schools Trustees' Association (OCSTA) 2005 – 2006 Membership Fees

Moved by Trustee Keane and seconded by Trustee Porcellini that the Board renew its membership fees with the Ontario Catholic School Trustees' Association (OCSTA) in the amount of \$78,754.00 based on the 2004-2005 enrolment figure of 25,937. Carried.

- c. Report: Board Meeting Schedule – Spring 2006
Moved by Trustee Alexander and seconded by Trustee Courtney that the Board adopt the following schedule of meetings for the months of January, March and June: January 17, January 31, March 28, June 13 and June 26. Carried.
- d. Fieldtrips:
- i) Assumption College Catholic High School – Quebec City
Moved by Trustee Keane and seconded by Trustee Janisse that the Board approve the Assumption College Catholic High School Cultural Field Trip to Quebec City February 1 to 4, 2006. Carried.
 - ii) Cardinal Carter Catholic High School – Quebec City
Moved by Trustee Porcellini and seconded by Trustee Janisse that the Board approve Cardinal Carter Catholic High School field trip to Quebec City for October 19 to 23, 2005. Carried.
 - iii) St. Thomas of Villanova High School – Quebec City
Moved by Trustee Courtney and seconded by Trustee DiMenna that the Board approve St. Thomas of Villanova Catholic High School field trip to Quebec City for February 10 to 14, 2006. Carried.
 - iv) Cardinal Carter Catholic High School – Paris, France

The draft itinerary for this educational excursion is to be amended to remove the reference to the wine tasting experience.

Moved by Trustee Alexander and seconded by Trustee DiMenna that the Board approve Cardinal Carter Catholic High School field trip to Paris, France for March 10 to 20, 2006 with the amended itinerary as discussed. Carried.

- v) St. Anne's Catholic High School – Kincardine/Owen Sound
Moved by Trustee Courtney and seconded by Trustee DiMenna that the Board approve the St. Anne Catholic High School's Owen Sound, Port Elgin, Kincardine, Ontario Field Trip for the Harvesting of Salmon Eggs for their school hatchery for 2 days falling somewhere between the end of September to early October 2005. Carried.
- vi) 2005 Fall Muskoka Woods Leadership Experience
Moved by Trustee Alexander and seconded by Trustee Janisse that the Board approve the 2005 Fall Muskoka Woods Leadership Experience field trip of October 11 to 14, 2005 for the following schools: H. J. Lassaline Elementary, Queen of Peace Elementary, St. Bernard (Amherstburg) Elementary, St. Louis Elementary, St. Maria Goretti Elementary, St. Pius X Elementary, Assumption College, St. Joseph's High School, and St. Thomas of Villanova High School. Carried.

- vii) Walk-On Item: F. J. Brennan Catholic High School – Kincardine/Owen Sound
Moved by Trustee Porcellini and seconded by Trustee Janisse that the Board approve the F. J. Brennan Catholic High School’s Owen Sound, Port Elgin, Kincardine, Ontario Field Trip for the Harvesting of Salmon Eggs for their school hatchery for 2 days falling somewhere between the end of September to early October 2005. Carried.

13. Committee Reports

- a. Special Education Advisory Committee (SEAC) Minutes of June 8, 2005
Moved by Trustee DiMenna and seconded by Trustee Soulliere that the Board receive the minutes of the June 8, 2005 Special Education Advisory Committee (SEAC) meeting as information. Carried.

14. Notice of Motion – None.

15. Remarks and Announcements

- a. Chairperson Macri commented on the recent St. Christopher Catholic Elementary School Rededication and Blessing and congratulated both students and staff on the beautiful school facility.
- b. Director of Education Moher announced that the system-wide Together in Faith Day has been scheduled for Friday, December 2. Keynote speakers include Fr. James Mulligan, author of *Catholic Education: The Future is Now* and Sr. Clare Fitzgerald founder of founder/director of the Catholic Leadership Program at Boston University.
- c. Board Chaplain – No comments this evening.

16. Remarks/Questions by Trustees

- Trustee Porcellini congratulated students and staff of St. Angela and Immaculate Conception Elementary schools on their participation in the Terry Fox fundraising events. Trustee Porcellini asked administration to report the impact, if any, at the local board level of the possible passing of federal *Bill C60 – an Act to Amend the Copyright Act*.
- Trustee Keane congratulated the staff and students of St. Joseph’s Catholic High School for the Ground Blessing ceremony that took place this morning on the construction site of the new school facility.
- Trustee Alexander provided a brief report on the OCSTA Fall Regional meeting that he, Trustee Keane and Student Trustee Kishek attended last week. All trustees were previously provided with a copy of the OCSTA president’s address, which gave overview of the recent negotiations process at the provincial level. Trustee Alexander indicated that either he or Trustee Keane would be available to respond to specific questions related to the OCSTA meeting.
- Trustee DiMenna inquired about the status of the art mural project for the Catholic Education Centre and indicated several of the schools in her area are interested in participating.

- Student Trustee Kishek commented on her attendance at the OCSTA Fall Regional meeting. Student Trustee Kishek thanked trustees, members of administration and principals for attending the Student Senate Commissioning Ceremony last Tuesday. The Student Senate Faith Development Day, which is scheduled on Wednesday, November 2, will be expanded to include grade eight students and other secondary students active in faith development activities in their schools. Student Trustee Kishek attended the new St. Joseph's Catholic High School ground blessing and indicated the plans for the facility look impressive.

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 – 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, October 11, 2005
- Tuesday, October 25, 2005
- Tuesday, November 8, 2005
- Tuesday, November 22, 2005
- Tuesday, December 6, 2005 (Organizational Meeting begins at 7:30 p.m.)
- Tuesday, December 13, 2005

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

21. Adjournment - There being no further business, the Regular Board Meeting of September 27, 2005 adjourned at 9:55 p.m. at the call of the Chair.

John Macri
Board Chairperson

Michael Moher
Director of Education & Secretary



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John Macri, Board Chairperson

BOARD REPORT

Meeting Date:
October 11, 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, resignation and retirement of staff dated October 11, 2005 for information.

BACKGROUND:

FINANCIAL:

COMMENTS:

TIMELINES:

APPENDICES:

- Administrative Staff Report dated October 11, 2005

October 11, 2005

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

	Employee Name	Position	Location	Date	Reason
HIRING:	Dustin Anderson	Part-Time Custodian	Supply	September 30, 2005	
	Dana Arundine	Occasional Teacher	Supply	October 3, 2005	
	Jody Barron	Occasional Teacher	Supply	October 3, 2005	
	Nikola Basic	Occasional Teacher	Supply	October 3, 2005	
	Christina Bonadonna	Occasional Teacher	Supply	October 3, 2005	
	Margaret Chan	Occasional Teacher	Supply	September 22, 2005	
	Mary Farrell	Occasional Teacher	Supply	September 22, 2005	
	LeeAnne Foreman	Occasional Teacher	Supply	October 3, 2005	
	Jenny Geary	Occasional Teacher	Supply	October 3, 2005	
	Renee Handsor	Occasional Teacher	Supply	September 22, 2005	
	Stephanie Hillman	Occasional Teacher	Supply	September 22, 2005	
	Krista Leslie	Occasional Teacher	Supply	October 3, 2005	
	Liza Maynard	Occasional Teacher	Supply	October 3, 2005	
	Jennifer McLaughlin	Occasional Teacher	Supply	October 3, 2005	
	Karl Mroczkowski	Occasional Teacher	Supply	October 3, 2005	
	Lesley Noonan	Occasional Teacher	Supply	September 7, 2005	
	Melissa Pare	Occasional Teacher	Supply	October 3, 2005	
	David Prieur	Part-Time Custodian	Supply	September 30, 2005	
	Anita Rezler-Blasutto	Occasional Teacher	Supply	October 3, 2005	
	Eleonora Talerico	Occasional Teacher	Supply	September 30, 2005	
	Lisa Tatti	Occasional Teacher	Supply	October 3, 2005	
	Alan VandenBerghe	Part-Time Custodian	Supply	September 30, 2005	
	Nelly Zakaria-Semaan	Occasional Teacher	Supply	October 3, 2005	

October 11, 2005

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

RESIGNATION:	Gina Bertoia	Occasional Teacher	Supply	September 26, 2005	
	Donald Clapper	Officer, Energy Mgmt.	Facilities Services - CEC	December 31, 2005	
	Stephanie Curry	Occasional Teacher	Supply	September 23, 2005	
	Hilda Labancz-Bojko	Elementary Teacher	Notre Dame (On Leave)	September 1, 2005	
	Wendy O'Neil	Occasional Teacher	Supply	September 23, 2005	
	Sharon Saad	Occasional Teacher	Supply	September 23, 2005	
RETIREMENT:	James Byrne	Secondary Vice-Principal	Cardinal Carter Secondary	January 31, 2006	
	Jeffrey Hucul	Secondary Teacher	Holy Names Sec. (On Leave)	January 31, 2006	
OTHER:	Grayce Couture	Occasional Teacher	Supply	September 20, 2005	Deceased



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John Macri, Board Chairperson

BOARD REPORT

Meeting Date:
October 11, 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
Ron Donaldson, Principal – Continuing Education Program
Rosemary McDougall, Principal - Summer School Program 2005

SUBJECT: **SUMMER SCHOOL PROGRAM 2005**

RECOMMENDATION:

That the Board receive the report Summer School Program 2005 as information.

BACKGROUND:

Summer School 2005 was a successful program again this year at the three operating sites of Holy Names, St. Anne, and Catholic Central High Schools. In all, there were 8 sections of Grade 7 and Grade 8 Remedial Literacy, 7 sections of Grade 7 and Grade 8 Remedial Numeracy, one section of ESL (English as a Second Language), 28 Grade 9, Grade 10, Grade 11 and Grade 12 classes in the secondary credit upgrade and one new credit Grade 11 CO-OP class. The Catholic Central site was reserved exclusively for the one class of ESL students.

The secondary credit upgrade program was quite extensive with Mathematics, English, Grade 9 and 10 Science, History, Geography, Careers and Civics offered at St. Anne, while Mathematics, English, Grade 9 and 10 Science, Biology, and Chemistry was offered at Holy Names.

New to the summer school program this year were two E-learning courses: one for the grade 10 careers and civics courses upgrade, and one Grade 12 English as a new credit. The E-learning courses evolved through the collaboration of efforts by Rose Mousaly and Lorenzo Pinazza.

FINANCIAL:

The financial report for Summer School 2005 is as follows:

Government Grants - Grades 7,8 and ESL, 9-12	\$107, 367
Tuition	\$ 7, 200
TOTAL	\$114, 567
Teacher Expenses + Principal Allowance	\$108, 869
NET	\$5,698.00
Expenses (Office)	\$1,501.06
Final Summer School Net	<u>\$4,396.94</u>

COMMENTS:

The following chart indicates the numbers of students who successfully completed the summer school program with respect to grade level and site.

		<u>Registered</u>	<u>Completed</u>	<u>% Completers</u>
Grade 7	HN	24	24	100
Grade 7	STA	31	24	77.4
Grade 8	HN	42	35	83.3
Grade 8	STA	42	29	69
ESL	CCH	26	18	69
Grade 9	HN	69	58	84
Grade 9	STA	67	47	70
Grade 10	HN	66	47	71
Grade 10	STA	77	48	62
Grade 11	HN	70	59	84
	STA	38	27	71
Grade 12	HN	50	26	52
	STA	30	19	63

Staff for the Summer 2005 program included 32 classroom teachers (some full time, some part-time), two office assistants, one site administrator, and one principal. Staff were committed and caring individuals who contributed to making the program a success.

The Grade 7/8 Remedial Literacy and Remedial Numeracy program operated for three 4-day weeks and 83 % of the completers showed improvement. The students entering the program were performing academically at Level 1, and the focus during the three weeks was a back-to-basics emphasis. Parents were contacted when their son/daughter was not working to potential. Attendance was monitored daily and for the most part, students attended regularly. Final reports with an indicator of Showed Improvement or Didn't Show Improvement were mailed to the students with copies sent to the home school or the new school (Grade 8).

The ESL program this summer, held at Catholic Central High School, took place from July 4th to July 21st for 2 ½ hours each day for three 4-day weeks. The students used the computer lab daily as they proceeded through a very thorough program set up by an experienced ESL teacher. Individual reports along with suggestions for summer time reading were mailed to the students and copies of the reports sent to their sending school.

The Grade 9,10, 11 and 12 Credit Upgrade program operated for five weeks and in general approximately 93 % of the completers in each class successfully passed the credit. Midterm reports were sent home at the half- waypoint with a grade and comment from the teacher. Attendance and productivity were monitored closely throughout the program. Final grades were mailed to the student and copies were sent to the home school.

The E-Learning program involved two courses: a credit upgrade in Grade 10 Careers and Civics, and a new credit Grade 12 University English. The students involved in the CAR/CIV course were required to attend an in-school component five times during the 11-day course as well as complete multiple tasks on the computer. The ENG 4U students met with the teacher only once and completed the rest of the course on-line from June 28th to August 5th. Detailed reports were mailed home to the students as well as a copy was sent to the sending schools.

Grade 11 CO-OP was offered for the first time this summer as a new credit in which the 9 students were required to complete 110 hours in the 5 week time period. All students were successful in their placements and a final report was sent home as well as to the sending school. This was a great opportunity for students to earn a credit with a working environment.

Transportation to the Holy Names site was planned for those students who live in the county at a cost of \$6826.60 from July 4th to August 3rd. The pickup and drop off sites were scheduled for Cardinal Carter, St. John de Brebeuf, Holy Name in Essex, and Villanova. Since there were less than 10 students interested in taking the bus, transportation was cancelled and the schools were notified promptly.

TIMELINES:

APPENDICES:

- None



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John Macri, Board Chairperson

BOARD REPORT

Meeting Date:
October 11, 2005

PRESENTED FOR: Public In-Camera
Information Approval

PRESENTED BY: Senior Administration

SUBMITTED BY: Michael B. Moher, Director of Education
Peter S. Marchini, Superintendent of Business
Timothy J. Robins, Controller of Facilities Services

SUBJECT: **ST. JOSEPH'S CATHOLIC HIGH SCHOOL**
– "CONSTRUCTION MANAGER AT RISK" – STATUS REPORT

RECOMMENDATION:

**That the Board receive the St. Joseph's Catholic High School –
"Construction Manager at Risk" – Status Report as information.**

BACKGROUND:

At the May 24, 2005 Board Meeting, the Board approved the successful Request for Proposal submission from Oscar Construction Company Limited for the "Construction Manager at Risk" new St. Joseph's Catholic High School project and that a Canadian Construction Documents Contract (CCDC) be issued.

FINANCIAL:

The approved estimated New Pupil Place Grant (NPPG) budget for construction and site work as reported on April 26, 2005 was \$26,438,200, incl. g.s.t.

Adjustments to the estimated budget will be required, due to the increased cost of construction associated with rising material and labour costing. The Board, Architect and Construction Manager at Risk are working towards a Guaranteed Maximum Price (GMP) contract.

The attached 'Appendix A' estimates total construction and site work at \$28,609,700, including g.s.t.

COMMENTS:

1. Project Status Update:

a) Contract Administration

The Construction Manager at Risk has completed the following required contract administration steps:

- Insurance, Builder's Risk
- Bonding
- Ministry of Labour notification
- Permits for – foundation work
 - erection of steel
 - underground plumbing

b) Site Construction

- i) Site work has been completed to allow for excavation for footings, foundation walls and granular fill for steel on grade work.
- ii) Fencing work has also been completed to secure the site for construction.
- iii) Pricing for the barrier wall at VIA Rail has been completed.
- iv) Signage has been ordered and is being installed:
 - Ontario Super Build Logo
 - Architect, Engineer and General Contractor At Risk

c) Building Construction

Building work has been started for the following areas:

- reinforcing steel
- concrete work
- structural steel
- underground plumbing

d) Tenders

Tenders currently out are:

- masonry
- door frames
- windows
- miscellaneous steel
- irrigation
- landscaping
- exterior concrete
- asphalt
- mechanical
- electrical
- fire protection
- thermal & moisture protection
- roofing

2. The first progress billing has been submitted for a total value of \$2,068,211.36, which includes a 10% holdback and \$165,000 fee charge from the Construction Manager at Risk. This invoice is being processed through the Architect's Office for construction specification review and will be processed with legal council for the construction lien act review.

TIMELINES:

The project is on target for the September 2006 opening.

APPENDICES:

- Appendix A – St. Joseph Catholic High School – Financial Expenditure Report as of October 11, 2005 (Building and Site Work Only)

APPENDIX "A"

ST. JOSEPH'S CATHOLIC HIGH SCHOOL

Financial Expenditure Report

As of October 11, 2005
(Building & Site Work Only)

Estimated School Size	
Pupil Places	1,200
Construction Size	164,181 sq.ft.total
Projected cost/sq. ft. incl. g.s.t.	<u>155</u>
(A) Estimated Construction cost incl. g.s.t.	<u>\$25,423,200</u>
(B) Estimated Site Work incl. g.s.t.	\$3,186,500
(C) Total including site work	<u>28,609,700</u>
(D) Progress Invoice #1	<u>\$2,068,211.36</u>



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:
October 11, 2005

PRESENTED FOR: Public In-Camera
Information Approval

PRESENTED BY: Senior Administration

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

SUBJECT: **MUSKOKA WOODS SECONDARY LEADERSHIP EXPERIENCE**
- November 2 – 4, 2005

RECOMMENDATION:

That the Board approve the *Muskoka Woods Secondary Leadership Experience* field trip of November 2 – 4, 2005 for the following schools: Assumption College Catholic High School and Catholic Central High School.

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:

- Letter to Michael Moher dated September 29, 2005
- Requests for Approval of Field Trip – SC:04 Form A
- Muskoka Woods Secondary Leadership Itinerary



Windsor-Essex Catholic District School Board

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Tel: (519) 253-2481

Fax: (519) 253-4819 (Director's Office)

Fax: (519) 253-8397 (Administration)

Fax: (519) 253-0620 (Superintendent's Office)

Fax: (519) 253-3198 (Human Resources)

Michael B. Moher, Director of Education

John Macri, Chairperson

September 29, 2005

Dear Mr. Moher:

We are writing to request for permission to embark on another Muskoka Woods Leadership Experience involving secondary students from Assumption and Catholic Central. The Experience is planned to run from November 2nd to 4th, 2005.

The focus of this experience is to provide students from grades 10 to 12 with an opportunity to develop their leadership skills through physical challenges and recreation. In addition, the experience is designed to help students develop a positive "sense of self", as well as effective decision-making, conflict resolution, communication, and interpersonal skills. We believe our multi-grade approach will also strengthen the respective Christian communities of each school.

Additional rationale for this experience is reflected in the Ministry document, *Choices Into Action: Guidance and Career Education Program Policy for Ontario Elementary and Secondary Schools 1999*.

"Students must learn and develop skills at school that will help them become more independent and responsible individuals."

- Students must be able to apply what they learn in school to other areas of their lives.
- Students must learn to work cooperatively and productively with a wide range of people, to set and pursue goals, to evaluate their achievement of their goals, and to assume their roles as responsible citizens.
- Students must be provided with many opportunities to practice new skills in a structured and supportive 'Christian' setting.

Please find included our proposed itinerary and field trip request forms as per Board policy.

Our organizing team would be pleased to address any questions or concerns you may have pertaining to this request.

Thank you for your time and consideration!

Sincerely,

Linda Staudt, Supervisor, Pathways to Success
Darlene Kennedy, Principal, Catholic Central High School
Mary Margaret Parent, Principal, Assumption College School



Request for Approval of Field Trip

School	<input type="text" value="Assumption/Catholic Central"/>		Date of Trip	<input type="text" value="11/02/05 to 11/04/05"/>	
Destination	<input type="text" value="Muskoka Woods Sports Resort"/>		Mode of Transportation	<input type="text" value="Highway Coach"/>	
School Departure Time	<input type="text" value="6 AM"/>	School Arrival Time	<input type="text" value="4 PM"/>	Name of Carrier	<input type="text" value="Coach Canada"/>
# of Male Students	<input type="text"/>	Grade of Students	<input type="text" value="10, 11, & 12"/>	Number of Supervisors	Female <input type="text" value="20"/> Male <input type="text" value="25"/>
# of Female Students	<input type="text"/>	Personal Cost Per Student	<input type="text" value="\$20.00"/>	Travel Company Involved	<input type="text"/>
Total Cost Per Student	<input type="text" value="\$150.00"/>				

EDUCATIONAL RATIONALE

Name of Teacher	<input type="text" value="Stephanie Houlahan & Kevin Roberts"/>
Purpose of Trip	<input type="text" value="Leadership Training/Recreation/Personal Growth"/>
Relationship to Students' Program/Course	<input type="text" value="Cross Curricular - Health & Physical Education/Language/Arts/Religion"/>
Pre-Trip Preparation(s) by Students	<input type="text" value="Trip Planning & Organization/Student Journal"/>
Follow-Up Activities Planned	<input type="text" value="Journal Submissions"/>
If Activity is Occuring over a Weekend Indicate Plans for Students to Attend a Eucharistic Celebration	<input type="text"/>

Date Submitted	<input type="text" value="09/28/2005"/>	Name of Teacher	<input type="text" value="Stephanie Houlahan/Kevin Roberts"/>
Approval Date	<input type="text" value="09/28/2005"/>	Name of Principal	<input type="text" value="Darlene Kenedy/Mary Margaret Parent"/>
Approval Date	<input type="text"/>	Name of Superintendent	<input type="text" value="J. Ouellette/J. Berthiaume"/>
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.

Muskoka Woods Secondary Leadership Itinerary

Wednesday, November 2, 2005		Skill Focus
12:30 p.m.	Arrival	Goal Setting
1:00 p.m.	Lunch	
1:45 p.m.	Tribal Orientation Activity	Developing Teamwork/Community Building
3:00 p.m.	Activity #1 - High Ropes/Zip Line	Decision Making/Risk Taking/Self Confidence
4:00 p.m.	Activity #2 - High Ropes/Zip Line	Decision Making/Risk Taking/Self Confidence
5:00 p.m.	Fresh-en Up - Big Hike Prep	
6:00 p.m.	Dinner	Community Building/Social Skills
6:45 p.m.	The BIG Hike - Campfire Prayer	Community Building/Social Skills/Reflection
9:00 p.m.	Guest Speaker - John McCauley (CEO Muskoka Woods)	A Personal Journey - from Belfast to Muskoka Woods
10:00 p.m.	Snack & Journal Entry	Writing
11:00 p.m.	Lights Out	
Thursday, November 3, 2005		
7:00 a.m.	Wake-up/Cabin Organization/Inspection	Interpersonall Skills
8:00 a.m.	Breakfast	
9:00 a.m.	Activity #3 - Low Ropes	Team Building/Problem Solving/Communication
10:00 a.m.	Activity #4 - Capture the Flag	Teamwork/Physical Activity
11:00 a.m.	Activity #5 - Team Building Challenges	Listening/Praising/Encouraging/Cooperation
12:30 p.m.	Lunch	
1:30 p.m.	Activity #6 - Indoor Wall Climbing	Decision Making/Risk Taking/Self Confidence
2:30 p.m.	Activity #7 - Mountain Biking	Physical Activity/Challenge by Choice
3:30 p.m.	Activity #8 - B3	Physical Activity/Challenge by Choice
4:30 p.m.	Activity #9 - Giant Swing	Decision Making/Risk Taking/Self Confidence
5:30 p.m.	Freshen-up	
6:30 p.m.	Dinner	
7:30 p.m.	Evening Entertainment/Recognition Ceremony	Music Appreciation/Community Building
	<i>Michael Ford - Great Canadian Songbook</i>	
10:00 p.m	Snack & Journal Entry	Writing
11:00 p.m	Lights Out	
Friday, November 4, 2005		
7:00 a.m.	Wake-up/Cabin Cleaning/Inspection/Loading	Interpersonal Skills
8:00 a.m.	Sunrise Mass - Father Jim Roche	Faith Development
9:00 a.m.	Breakfast	
10:00 a.m.	Departure from MW	



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Michael B. Moher, Director of Education

John Macri, Board Chairperson

BOARD REPORT

Meeting Date:
October 11, 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: ST. JOHN VIANNEY CATHOLIC ELEMENTARY SCHOOL
- OTTAWA - February 7 – 9, 2006

RECOMMENDATION:

That the Board approves the St. John Vianney Catholic Elementary School field trip to Ottawa, Ontario for February 7 – 9, 2006.

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
- Letter to Superintendent
- Parent Letter
- Itinerary



Request for Approval of Field Trip

School	St. John Vianney		Date of Trip	Ex. mm/dd/yyyy 02/07/2006 -02/09/2006	
Destination	Ottawa, Ontario		Mode of Transportation	Motorcoach	
School Departure Time	5:15 am	School Arrival Time	10:30 pm	Name of Carrier	Coach Canada
# of Male Students	40	Grade of Students	Eight	Number of Supervisors	Female <input type="text" value="3"/> Male <input type="text" value="3"/>
# of Female Students	32	Personal Cost Per Student	\$385.00	Travel Company Involved	Keating Educational Tours
Total Cost Per Student	\$385.00				

EDUCATIONAL RATIONALE

Name of Teacher Mr. Kristopher Tremblay, Mrs. Maxine Lacasse, Mrs Stefani LeClair

Purpose of Trip Tour Ottawa- view museums, Parliament, important landmarks, outdoor activities

Relationship to Students' Program/Course Directly linked to language, history, and phys ed.

Pre-Trip Preparation(s) by Students Language Arts writing, oral presentations, History

Follow-Up Activities Planned Language Arts writing, oral presentations, History

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

Date Submitted	09/23/2005	Name of Teacher	Mr. Kristopher Tremblay
Approval Date	09/23/2005	Name of Principal	Mr. David Bornais
Approval Date		Name of Superintendent	Ms. Janet Ouellette
Approval Date		Board of Trustees Approval (per Superintendent)	

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	
St. John Vianney	February 7,8,9 2006	Highway Coach bus	
Destination Name and Phone#			Cost per Student
Ottawa, Ontario			\$385.00
Time of Departure from School	Approximate Time of Return to School		
5:00 am	10:30 pm		
No. Of Students	No. of Supervisors		
60	6		
Purpose/Relationship to program			
History, Language Arts, Physical Education			
Students should come prepared with List will be provided in days before departure			

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 St. John Vianney 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)	
Three day trip to Ottawa	
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

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St. John Vianney Catholic School

8405 Cedarview St., Windsor, Ontario N8S 1K9
Telephone: (519) 948-8817 Fax: (519) 948-6719
Email: www.wecdsb.on.ca/137

Principal: Mr. D. Bornais Acting Administrator: Ms. D. McKeeve
Secretaries: Ms. L. Robillard & Mrs. H. Hayes

The Windsor-Essex Catholic District School Board
Director of Education Mr M Moher

Superintendent Mrs J Ouellette
Trustee Mrs B Holland

Monday, September 26, 2004

Ms. Ouellette,

Once again, the Grade Eight teachers at St. John Vianney hope to take our students on a winter tour of Ottawa dated for February 2006. Please find enclosed the following items for your perusal:

1. Request for Approval of Field Trip form
2. Booking agreement with Keating Educational Tours outlining trip costs
3. Letter to parents outlining our proposed trip
4. Itinerary from our trip to Ottawa in February 2005

Please note that fundraising will be used to offset costs, and a means will be in place to assist families who are unable to meet the full financial obligations of this trip.

Thank you for your consideration. If you have any questions, please feel free to contact me.

Sincerely,

Kristopher Tremblay

St. John Vianney
Grade Eight Teacher



St. John Vianney Catholic School

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The Windsor-Essex Catholic District School Board
Director of Education: Mr. M. Moher

Superintendent: Mrs. J. Ouellette
Trustee: Mrs. B. Holland

September 30, 2005

Dear Parents,

A new school year is upon us and we are planning for the Grade 8 trip. As in the past, we would like our grade eight students to have the opportunity to experience our country's capital, Ottawa. In Ottawa, the students will take part in a wide range of engaging activities, from outdoor pursuits, to tours of the Parliament Buildings and museums in Ottawa, and Gatineau, Quebec.

This three day, two- night trip will be well supervised by the grade 8 teachers and other staff, as well as by the tour company's guides and night-security. This trip is based on a minimum of 50 paying passengers.

The proposed dates for this trip are Tuesday, February 7, 2006 to Thursday, February 9, 2006 inclusive. Our projected cost per student is \$385.00. This fee includes:

- Roundtrip transportation via motor coach for the entirety of the trip
- Two night hotel accommodation at the Novotel hotel in downtown Ottawa
- Keating tour guide
- Night supervision by a security officer at the hotel
- Optional complimentary activities (snow-shoeing, dog sledding, visit to the Snowflake Kingdom, National War Museum, Museum of Civilization and more)
- Two dinners, two breakfasts for the trip

Payment for this trip will be made in two installments. A \$100.00 (**NON-REFUNDABLE as per tour company policy**) deposit is required no later than Monday, October 26, 2005, in order to reserve your child's spot for this once-in-a-lifetime opportunity. The remainder of the balance is due in full by Monday, December 5, 2005.

Please make cheques payable to St. John Vianney School.

Fundraising may be used as a means of making the trip less costly, only if the demand is there by students and parents.

Families that do not feel that they have the means to afford this trip are urged to contact Mr. Bornais, as we do not wish to have any student left behind due to financial reasons.

Please find enclosed a sample itinerary of our three-day experience.

Over...



St. John Vianney Catholic School

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The Windsor-Essex Catholic District School Board
Director of Education: Mr. M. Moher

Superintendent: Mrs. J. Ouellette
Trustee: Mrs. B. Holland

Since the focus of this trip is both leadership and responsibility, there is a certain level of expectation attached to being allowed to participate in this outing. Students who have not met the criteria set forth by all classroom teachers will be excluded from this trip. Behaviour, work habits, and attitude are prime factors in this assessment. The following will be used as criteria:

1. Continual disruptiveness/ inattentiveness in class
2. Habitual, inefficient use of class time
3. Numerous incomplete/ unsubmitted assignments
4. Frequent absenteeism/ lateness
5. Inappropriate behaviour and attitude inside or outside the classroom.

We are implementing a 10-letter system based on the words, "OTTAWA TRIP". For each infraction of the above criteria, your child will have one letter removed from these words. When all ten letters have been consumed, he/she will forfeit the opportunity to go on our Ottawa trip. Please be assured that this decision will not be based on an isolated incident but rather on repeated failure to meet the criteria. **The non-refundable \$100.00 deposit cannot be refunded to these students.**

Thank you,

The Grade Eight Teachers



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Director of Education: Mr. M. Moher

Trustee: Mrs. B. Holland

St John Vianney Elementary

3 Day Ottawa Winter Program Feb 15-17,2005

Time	Activity
Day 1	
5:00 am	Coach Canada Motor coach to arrive at school
5:15 am	Depart from school
9:00 am	Pick up Keating Tour Guide in Toronto
2:00 pm	Arrive in Ottawa. A stop to be made at the Tomb of the Unknown Soldier
3:30 pm	Visit the Notre Dame Basilica
4:00 pm	Meet bus and depart for hotel
4:30 pm	Check in at the Quality Hotel on Rideau
5:30 pm	Walk to dinner
6:00 pm	Dinner at Tucker's Marketplace Restaurant
Evening	Students to enjoy skating on Rideau Canal Overnight at Quality Hotel (Night supervision arranged for 10:00pm-6:00am)
Day 2	
7:15 am	Walk to breakfast
8:00 am	Buffet breakfast at The Marble Works
9:00 am	Board bus and depart for Museum of Civilization
9:30 am	Arrive at Museum of Civilization
11:30am	Board bus and depart for Parliament Hill (snack en route)
12:15pm	Guided tour of Parliament Hill
1:30 pm	Walk to Rideau Center- lunch and shopping
2:30 pm	Board bus for Snowflake Kingdom in Gatineau, Quebec
3:00 pm	Arrive at Snowflake Kingdom
4:00 pm	Board bus and return to hotel
5:30 pm	Board bus and head to Lone Star Ranch
6:00 pm	Dinner and dancing at Lone Star Ranch
9:00 pm	Board bus and return to hotel Overnight at Quality Hotel on Rideau (Night supervision for 10:00pm-6:00am)
Day 3	
7:30 am	Check out of accommodation. Load luggage and depart for breakfast
8:00 am	Enjoy a tropical breakfast at Hard Rock Café
8:30 am	Board bus and depart for Inukshuk Expeditions
9:30 am	Inukshuk Expeditions- Dog sledding and tubing
11:30am	Board bus and depart for Windsor. Meal and rest stops en route
4:30 pm	Drop off Keating Guide in Toronto
9:00 pm	Arrive at St John Vianney School

St John Vianney Elementary
3 Day Ottawa Winter Programme
Feb 15-16-17, 2005

Day One
Tuesday
February 15

St John Vianney Elementary, 8405 Cedarview Rd , Windsor, Ontario, N8S 1K9
(519-948-8817)

DIRECTIONS.

401 to Essex Rd 19 (Manning Rd). Take Essex Rd all the way to the end (Riverside Drive). Left on Riverside Drive to Riverdale (fairly long drive). Left on Riverdale and immediate right onto Cedarview Through first stop sign and school is on the left

5:00 a.m.

Coach Canada Motorcoach (1 X 55 passenger) to arrive at the school

5 15 a.m.

Depart from school Students to bring a lunch from home. Meal and rest stops are made en route.

9:00 a.m.

Pick your Keating Tour Guide up in Toronto at the public parking lot south of Old York Mills Road. (from Hwy.401, exit south on Yonge Street - just past the Shell Gas Station, look for a green "P" parking sign and turn left into the parking lot. This is one block south of Old York Mills Road, approximately 5 minutes south of Hwy 401). The Guide will be at the entrance to the parking lot.

En route to Ottawa students participate in a parliamentary game in which they are elected as political leaders.

2:00 p.m.

Arrive in Ottawa! Enjoy an interactive walk through the streets of Ottawa with your Keating Tour Guide. Experience the past, present and future of our great Nation! A stop to be made at the Tomb of the Unknown Soldier.

Continue the walk to the Notre Dame Basilica

3:30 p.m.

Visit the Notre Dame Basilica Please note that the Basilica asks for a donation of \$2.00 per visitor.

4:00 p.m.

Meet your bus and depart for your hotel.

4:30 p.m.

Check in at the Quality Hotel on Rideau, 290 Rideau Street. (613-789-7511)

Students have the opportunity to unpack and freshen up.

5:30 p.m.

Walk to dinner.

6.00 p.m.

Dinner is at Tucker's Marketplace Restaurant.

Evening

Students enjoy the evening skating on the Rideau Canal, the worlds largest skating rink stretching over 7 kilometers. Skate Rental is available. Canal conditions 613-239-5234.

Overnight at the Quality Hotel on Rideau

(Night supervision has been arranged from 10:00pm-6:00am.)

Your bus driver will be staying at the Travelodge Innes Road, 1486 Innes Road
(613-745-7380)

Day Two
Wednesday
February 16

- 7:15 a.m. Walk to breakfast.
- 8:00 a.m. Buffet breakfast at The Marble Works.
- 9:00 a.m. Board the bus and depart for the Museum of Civilization.
- 9:30 a.m. Open the doors to one of the most striking architectural masterpieces of our time Start your journey in the Grand Hall, housing the largest collection of Totem poles in the world Afterwards, take a trip through Canada Hall and visit 1,000 years of Canadian History.
- 11:30 a.m. Board the bus and depart for Parliament Hill
- Due to the late lunch, students will be given a snack en route
- 12:15 p.m. Guided tour of the Centre Block of the Parliament Buildings including the House of Commons, the Senate and the Hall of Honour. Please note that the Library of Parliament is closed for renovations.
- 1:00 p.m. Walk to the Rideau Centre.
- 1:30 p.m. Group makes own arrangements for lunch at the Rideau Centre. Afterwards, time allows for some shopping.
- 2:30 p.m. Board the bus and depart for the Snowflake Kingdom in Gatineau
- 3:00 p.m. Enjoy winter in the Capital region! Explore the Snowflake Kingdom with its many outdoor slides and mazes.
- 4:00 p.m. Board the bus and return to your hotel.
- Students have the opportunity to freshen up.
- 5:30 p.m. Board the bus and depart for the Lone Star Ranch
- 6:00 p.m. Enjoy the evening at Lone Star Ranch starting with a fajita buffet (including all the fixings) Continue the evening with a variety of winter activities including skating, snow volleyball or soccer and a sleigh ride through lantern illuminated woods .
- 9:00 p.m. Board the bus and return to your hotel
- Overnight at the Quality Hotel on Rideau.
- (Night supervision has been arranged from 10:00pm-6:00am)

Day Three
Thursday
February 17

- 7:30 a.m. Check out of your accommodation. Load luggage on the bus and depart for breakfast
- 8:00 a.m. Enjoy a tropical breakfast buffet at the Hard Rock Cafe
- 8:30 a.m. Board the bus and depart for Inukshuk Expeditions.
- 9:30 a.m. Thanks to the power of a Siberian Husky dog pack, guide your dog sled towards adventure! Afterwards, students enjoy a sleigh ride through the countryside and experience the thrill of tubing!

- 11:30 a.m. Board the bus and depart for Windsor. Meal and rest stops will be made en route.
- 4:30 p.m. Drop off your Keating Guide at Yonge and York Mills.
- 9:00 p.m. Arrive at St John Vianney Catholic School

HEAD TEACHER: Mr. Kristopher Tremblay (46 + 4) St John Vianney Elementary, Grade 8

MEAL PLAN: 4 meals included

Note: Travel times on the first and last day depend upon traffic and weather conditions.

Important Numbers:

Toronto Office - - - - - 1-416-974-9600 or 1-800-387-4446

Ottawa Office - - - - - 1-613-727-7698 ext. 3804



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:
October 11, 2005

PRESENTED FOR: Public In-Camera
Information Approval

PRESENTED BY: Senior Administration

SUBMITTED BY: Michael B. Moher, Director of Education
Joseph Berthiaume, Superintendent of Education
Paul Picard, Supervisor, Human Resources - Academic

SUBJECT: AD-HOC ELEMENTARY UNIFORM COMMITTEE REPORT

RECOMMENDATION:

That the Board receive the Ad-Hoc Elementary Uniform Committee Report as information.

BACKGROUND: Taken from the MINUTES Regular Board Meeting, May 24, 2005

Based on the survey responses, the Committee is recommending that a Board-wide parental survey be conducted early in the new school year to ascertain the support for establishing a mandatory elementary school uniform policy. Trustees provided feedback with regard to the breadth of such a policy and provided suggestions for content of the parental survey. The Committee will report back to the Board and provide a draft of the survey prior to proceeding with the process in the fall.

FINANCIAL: None.

COMMENTS: As requested by the Trustees at the May 24th Regular Board Meeting, please find the parental survey and supporting information attached.

TIMELINES:

APPENDICES:

- Appendix A - Letter to parents providing background information
- Appendix B - Letter to parents providing parental survey



APPENDIX "A"

Windsor-Essex Catholic District School Board

1325 California Avenue, Windsor, Ontario N9B 3Y6

Tel: (519) 253-2481

Fax: (519) 253-4819 (Director's Office) Fax: (519) 253-0620 (Learning Support Services)

Michael B. Moher, Director of Education

John Macri, Chairperson

MEMORANDUM

**To: Elementary Principals
Elementary Vice-Principals**

From: Paul Picard

Date: October 7, 2005

**Re: Directions to Principals Regarding the Board-mandated Parent Survey Concerning
Elementary School Uniforms**

1. *On October 12, Synrevoice will be used through the Board Office to inform all parents/guardians of elementary students with respect to the upcoming parent survey regarding elementary school uniforms as well as the suppliers' exhibition on October 24 and 25 at the Caboto Club and at Holy Name School in Essex respectively.*
2. *Principals are directed to inform their School Council chairperson well in advance with respect to the suppliers' exhibitions on October 24/25th.*
3. *On October 12 information package will be sent to principals electronically. Principals are directed to reproduce the package and to send it home to parents no later than Friday, October 14. The package will contain:*
 - i. *The text of a letter from the principal to parents/guardians*
 - ii. *A flyer informing parents of the suppliers' exhibitions that have been arranged for parents and school councils on October 24 and 25 from 7:00 to 9:00 pm. at the Caboto Club and Holy Name School in Essex respectively.*
 - iii. *An information sheet for parents in Q. and A format (one page – two sides)*
 - iv. *A sample price list*
4. *On October 16 the survey form along with the text of a second letter from the principal to parents/guardians will be sent to principals electronically. Principals are directed to reproduce the letter and the survey for each family in the school community and to send it home to ALL families by the end of day, Friday, October 21.*
5. *Principals are directed to receive the completed parent surveys and to compile the results. A compilation form will be sent to principals electronically which will request the following information:*
 - i. *The number of families surveyed*
 - ii. *The number of returned surveys which indicate "Agree"*
 - iii. *The number of returned surveys which indicate "Disagree"**Principals are requested to return the completed form electronically to Paul Picard by the end of day, November 1.*

Appendix "B"

This letter is to be sent home with students on School Letterhead

2005 10 13

Dear Parents/Guardians:

As you are aware, the Windsor Essex Catholic District School Board has approved a survey of all parents/guardians with respect to the issue of mandatory school uniforms for its elementary students. All parents/guardians who have a child(ren) attending any of the Board's elementary schools will be consulted by means of this survey, which will be conducted in the week of October 24th to 28th.

With this letter you will find information, which may assist you in responding to the survey. This package includes:

- A flyer informing parents of the suppliers' exhibitions that have been arranged for parents and school councils on October 24 and 25 from 7:00 to 9:00 pm. at the Caboto Club and Holy Name School in Essex respectively.
- An information sheet for parents in "Q. and A" format
- A sample price list

The actual survey will be forwarded to each family no later than October 24th and is to be returned to the school principal no later than Friday, October 28th.

I remain,

Yours truly,

Principal

Elementary School Uniforms Suppliers' Exhibitions



Attention Parents & School Councils

Suppliers' Exhibitions have been arranged at

**Caboto Club, Windsor
Monday, October 24, 2005
7:00 – 9:00 p.m.**

**Holy Names Elementary School, Essex
Tuesday, October 25, 2005
7:00 – 9:00 p.m.**

where you will have the opportunity to view samples of school uniforms in anticipation of the Board-wide parent survey on school uniforms in the week of October 24th to 28th.

We trust these exhibitions will assist you in formulating your response to the Board-wide survey.

Hope to see you there!!

Elementary Uniforms - Information for Parents

The Windsor Essex Catholic District School Board has established the Elementary Uniform Committee for the purpose of exploring the viability of school uniforms for elementary students. In the spring of 2005 the committee surveyed school councils and confirmed a consensus that the issue should be referred to the parents of our school system in the form of a Board-wide parent survey. This information sheet attempts to provide information to respond to the legitimate questions and concerns of parents and, in so doing, to assist parents in responding to the survey.

1. Why consider school uniforms in the first place? Proponents cite the following reasons for their belief in the benefits of school uniforms:

- Uniforms can create a sense of ‘community / team’
- Uniforms can help identify who belongs to a school community.
- Uniforms can have a positive impact in terms of lessening occasions of bullying.
- Uniforms can help address concerns over ‘*style*’ and ‘*explicit messages*’ on clothing which in today’s society often run counter to the Catholic moral values espoused and fostered by the Board.
- Uniforms can provide a school environment which counters the current media hype on ‘*clothing*’ and ‘*what you have*’ as being more important than ‘*who you are*’ and ‘*what you try to achieve.*’
- Uniforms can make clothing decisions easier in the morning for children and parents/guardians.
- Uniforms can help reduce some level of ‘clothing competition’.
- Uniforms can provide for less distraction in the classroom.

2. What about the costs of school uniforms for parents?

- The attached sample price lists have been provided to the committee by potential suppliers.
- The committee will recommend to the Board that the following strategies be used as a means of keeping costs affordable for parents:
 - Give advanced notice to parents of uniform requirements
 - Suppliers should provide a percent return to schools to help offset costs
 - Suppliers should provide discounts to families with more than 2 children
 - Schools should be encouraged to set up swap days and to facilitate donations of outgrown uniform items
 - Parents should not be required to purchase items from a supplier if clothing consistent with the uniform requirements can be attained more economically elsewhere.

3. What about the quality of school uniforms?

- To provide school councils and parents with a first-hand sense of the quality of clothing provided by suppliers, the committee has designated 2 evenings in the week of October 24 for a suppliers’ exhibition. See the attached flyer. All parents are welcome.

4. Who selects the supplier for a school?

- The committee will recommend to the Board that each school community – the principal working with the school council and in consultation with parents - will select the supplier for the school.
- The committee will recommend that the Board welcome and encourage local businesses and retail outlets to participate as suppliers.
- The committee will recommend to the Board that a “Sweatshop-Free Purchasing Policy” be adopted and required of all uniform suppliers.

5. What about colours?

- The committee will recommend to the Board that common colours be chosen for the entire system so that uniforms are portable from one school to the other in the event that a family moves.
- The committee has examined the options around colour and has concluded that there are three viable options in addition to white – navy, gray and khaki.
- The committee will recommend to the Board that navy and white be the uniform colours system wide as navy seems to afford the optimum wear:
 - Uniform bottoms Navy Blue Pants, walking shorts, skorts
 - Uniform tops Navy/White Golf/polo shirts/blouses, turtlenecks

6. Must parents purchase uniform items from supplier?

- No – the committee will strongly recommend to the Board that parents be allowed to obtain clothing items from *ANY* retail outlet provided they are consistent with those uniform styles and colours which may be adopted by the Board.
- The committee will recommend the inclusion of a school crest on all uniform tops and will ensure that suppliers provide this service to those parents who purchase items through other retail outlets.

7. Compliance: how will schools be directed to ensure compliance with the uniform code?

- A mandatory school uniform implies that all students arrive at school dressed appropriately. The committee will strongly recommend that the Board adopt the following series of progressive disciplinary responses in the event of non-compliance:
 - Three verbal reminders along with a written notification to parents (notes, agendas) by the teacher.
 - Written communication by the principal or designate to the parent regarding the breach of the Board policy and outlining the following consequences for further breach:
 - ✓ Loss of privileges (not recess) and/or
 - ✓ Student receives detention/age appropriate discipline assignment and/or
 - ✓ Parent is contacted to pick up student from school and/or
 - ✓ Student will be suspended in the event the student attends without proper uniform attire.

The prices below reflect prices quoted from suppliers contacted by the Windsor-Essex Catholic District School Board

SAMPLE Product Price List		
<i>Product List</i>	<i>Content</i>	<i>Price</i>
Oxford Shirt - Long Sleeved	75 cotton/ 25 polyester	\$23.95
Short Sleeved Golf Shirt	60 cotton/ 40 polyester	\$18.95
Turtleneck	100% cotton	\$18.95
Crewneck Sweat Top	80 polyester/ 20 cotton	\$32.95
Boy's Casual Pants	65 polyester/ 35 cotton	\$36.95
Girl's Casual Pants	65 polyester/ 35 cotton	\$36.95
Tunic - Box Pleated	100% polyester	\$49.95
Skort - Flat Front	65 polyester/ 35 viscose	\$39.95
Casual Rugger Pants	Poly/Cotton Nylon 100% polyester shell	\$24.95

Appendix "C"

This letter is to be sent home with students on School Letterhead

2005 10 21

Dear Parents/Guardians:

As you are aware, the Windsor-Essex Catholic District School Board has approved a survey of all parents/guardians with respect to the issue of mandatory school uniforms for its elementary students.

On the reverse of this sheet you will find the survey form. Kindly complete the survey by indicating your opinion with a check mark and return it the to the school by Friday, October 28.

The results of the survey from all the schools in the system will be forwarded to the Board and made public in the month of November.

I remain,

Yours truly,

Principal

Parent Survey On Elementary School Uniforms

The Windsor-Essex Catholic District School Board should adopt a mandatory school uniform for all elementary students.

Please check one to indicate your opinion:

Agree

Disagree

Please return this sheet with your child to the school principal by Friday, October 28.