



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, November 22, 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
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, November 8, 2005
 - ii) Minutes of Regular Meeting, November 8, 2005
 - b. Items From In-Camera Meeting of November 22, 2005
10. Communications
 - a. External (Associations, OCSTA, Ministry)
 - i) Memorandum from Ontario Catholic Schools Trustees' Association re: Trustee Award of Merit, dated October 7, 2005
 - b. Internal (Reports from Administration)
 - i) Report: Administrative Staff Report (J. Berthiaume)
 - ii) Report: High School Council – Minutes of June 9, 2005 (J. Berthiaume)
 - iii) Report: Public Consultation Process Re: Expansion of Elementary French Immersion Program to County (J. Ouellette)
11. Unfinished Business
12. New Business
 - a. Report: OSBIE Insurance Premium 2005 (P. Marchini/K. Gignac)
 - b. Fieldtrips:
 - i) St. Joseph's Catholic High School – Quebec City
 - ii) Holy Names Catholic High School – New York City
13. Committee Reports
 - a. Report: Special Education Advisory Committee Meeting of October 6, 2005 (J. Ouellette)
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 for six months from October 25, 2005: Motion by Trustee Soulliere and seconded by Trustee DiMenna *“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 supervision 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, 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, November 8, 2005 at 7:00 p.m. Windsor Essex Catholic Education Centre John Paul II Boardroom

MINUTES

PRESENT

Trustees:

F. Alexander	P. Keane
J. Courtney, Vice-Chair	J. Macri, Chair
M. DiMenna	L. Soulliere
B. Holland	
C. Janisse	
Rev. L. Brunet, Board Chaplain	
A. Kishek, Student Trustee	
J. Devos, Student Trustee (Alternate)	

Regrets:

S. Porcellini, M. Moher

Administration:

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

Recorder:

D. Steffens

1. Call To Order - Chair Macri called the meeting to order at 7:25 p.m.
2. Opening Prayer – Father Brunet opened the meeting with a prayer.
3. Recording of Attendance – Trustee Porcellini and Director of Education Moher sent regrets. Superintendent Berthiaume provided administrative resource in the Director’s absence.
4. Approval of Agenda

Moved by Trustee Holland and seconded by Trustee DiMenna that the November 8, 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. – None.

7. Presentations

- a. CODE Special Education Project “Improving Literacy and Numeracy for Students with Special Education Needs”

Superintendent Ouellette and Cathy Geml, Supervisor of Special Education advised trustees of a \$250,000 grant the board has received to fund a project proposal intended to improve literacy and numeracy for students with special education needs. The funding for the Special Education Project is co-ordinated through the Council of Ontario Directors of Education (CODE). The board’s project, *A Collaborative Model for Building Instructional Capacity in Special Education Staff and Improving Achievement for All Students*, will include ten schools that have split/combined grades 2/3 and 3/4. The project supports the belief statements and recommendations of the recently released Ministry document, “Education for All: The Report of the Expert Panel on Literacy and Numeracy for Students with Special Education Needs, Kindergarten to Grade Six.”

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, October 25, 2005

Moved by Trustee Keane and seconded by Trustee Courtney that the minutes of the In-Camera meeting of October 25, 2005 be adopted as distributed. Carried.

- ii) Minutes of Regular Meeting, October 25, 2005

Moved by Trustee Janisse and seconded by Trustee Keane that the minutes of the Regular Meeting of October 25, 2005 be adopted as distributed. Carried.

- b. Items From In-Camera Meeting of November 8, 2005

Vice-Chair Courtney reported the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole meeting on November 8, 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 Soulliere declared a conflict of interest in the November 8, 2005 In-Camera Session and excused herself from the relevant discussion item.

Moved by Trustee Courtney and seconded by Trustee Janisse that the recommendations and directions of the Committee of the Whole Board at its meeting of November 8, 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 DiMenna that the Board receive the *Administrative Staff Report on hiring, retirement and resignation of staff dated November 8, 2005 for information. Carried.*

ii) Report: Good Schools Open – Distant School and Rural School Allocation Report

Superintendent Marchini reported that under the Ministry's Good Schools Open Initiative, school boards received additional funding to address the issue of keeping good schools open in rural areas by providing additional financial support for the operating costs of small school, particularly staffing costs for a full-time principal and school secretary. As required by the Ministry, a copy of the report's appendices "Expenditure and Grant Analysis," for both the elementary and secondary levels, will be posted for public information on the Board's website at www.wecdsb.on.ca.

Moved by Trustee Janisse and seconded by Trustee DiMenna that the Board receive the *Good Schools Open - Distant School and Rural Schools Allocation Report as information. Carried.*

iii) Report: Legal Services - September 2005

Moved by Trustee Alexander and seconded by Trustee Holland that the report *Legal Services – September 2005* be received as information. Carried.

11. Unfinished Business – None.

12. New Business

a. Report: Appointment of SEAC Representative (Alternate)

Moved by Trustee Soulliere and seconded by Trustee DiMenna that the Board approve the appointment of Paula Nantais-Murphy to the Special Education Advisory Committee, representing The Windsor Down Syndrome Parent Association as the alternate member, for the remainder of the three year term. Carried.

b. Fieldtrips:

i) F. J. Brennan Catholic High School – Chicago, IL

Moved by Trustee Alexander and seconded by Trustee Holland that the Board approve the F. J. Brennan Catholic High School field trip to Chicago, Illinois on April 27 – 30, 2006 to participate in the Heritage Music Festival Band and Choir Competition. Carried.

- ii) St. Anne's Catholic High School – Washington, DC
Moved by Trustee Courtney and seconded by Trustee Janisse that the Board approve the St. Anne Catholic High School's Washington, D.C. Field Trip on May 10th – 14th, 2006 to participate in Performances for Jazz Band and Concert Choir. Carried.

13. Committee Reports

- a. Report: Ad Hoc Elementary Uniform Committee Report - Recommendations to the Board

Committee member Trustee Janisse reported that upon reviewing the submissions of the recent survey with respect to garnering the level of parental interest in the implementation of a mandatory elementary uniform, 57.8% of respondents indicated they were not in favour. Trustees thanked committee members, school council chairs and principals for their participation and assistance with the process.

Moved by Trustee Janisse and seconded by Trustee Holland that the Board receive as information the results of the survey;

and, that the Board not implement a mandatory uniform for elementary students;

and, that the Board formally bring to a close the mandate of the Elementary Uniform Committee. Carried.

14. Notice of Motion – None.

15. Remarks and Announcements

- a. Chairperson Macri - No comments this evening.
- b. Director of Education – Superintendent Berthiaume (Resource) announced that a Ground Blessing for the new St. Anne's Catholic High School has been scheduled for Wednesday, November 23 at 10:30 a.m. Trustees and the media were reminded of the system-wide Together in Faith Day that will be held the morning of December 2 at St. Thomas of Villanova and Assumption College. Superintendent Berthiaume reported that he met with Bishop Fabbro last week to discuss common areas of interest.
- c. Board Chaplain Brunet – No comments this evening.

16. Remarks/Questions by Trustees

- Trustee Alexander reported that he attended last week's Muskoka Woods Leadership Experience and extended congratulations to the Muskoka Woods support team and to the approximate 125 secondary students who made it such a successful faith experience.
- Trustee Soulliere reported that she attended the recent When Faith Meets Pedagogy Conference. Trustee Soulliere commented on keynote speaker David Wells and indicated she would share more information on the specific workshops at a future date.

- Trustee Holland indicated she is looking forward to attending the Together in Faith Day and commented on the upcoming Institute for Catholic Education (ICE) Province-Wide Symposium on Catholic Education that has been scheduled for November 2006.
- Trustee DiMenna commended the organizers of the recent Blessing and Dedication of the new St. Anthony Catholic Elementary School in Harrow.
- Trustee Courtney reported that she attended the November 4 Long Service and Employee Awards banquet and congratulated the organizing committee for their work on the celebration.
- Student Trustee Kishek reported on the Student Senate Faith Development day that was held on November 2. Almost 360 secondary and grade 8 students attended the event. Student Trustee Kishek reported on the Ontario Student Trustee Association (OSTA) Fall Meeting that both she and Student Trustee (Alternate) Devos attended on November 4 and 5. Minister Kennedy was in attendance to speak to the group of student trustees from across the province. Student Trustee Kishek indicated that she will make a presentation to the Board on the recently released OSTA document *“The Student Trustee: Today and Tomorrow”* which outlines the current implementation of student trustee legislation and provides recommendations for its improvement.

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 for six months from October 25, 2005: Motion by Trustee Soulliere and seconded by Trustee DiMenna *“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 supervision to the Special Education budget.”*

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

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

- 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 – Father Brunet closed the meeting with a prayer.
21. Adjournment - There being no further business, the Regular Board Meeting of November 8, 2005 adjourned at 7:58 p.m. at the call of the Chair.

John Macri
Board Chairperson

Joseph Berthiaume
Acting Director of Education & Secretary



Ontario Catholic School
Trustees' Association

October 7, 2005

EMAIL TO: Chairpersons & Directors of Education
All Member Boards and School Authorities

FROM: Margaret Binns, Office Administrator

RE: **Trustee Award of Merit**

Detailed information regarding many matters relating to the 2006 AGM/Conference will be distributed in the coming months. Meanwhile, we are providing information regarding the OCSTA Trustee Award of Merit.

CRITERIA AND REGULATIONS

The criteria and regulations for the Trustee Award of Merit are outlined on the following pages.

NOMINATION FORMS

We have outlined the categories to be addressed by the author of the nomination. The response for each category must **not** exceed one 8.5 x 11 double-spaced page. Submissions must be clearly legible and must address the categories outlined by OCSTA.

Boards are encouraged to submit nominations by email to Pam DeNobrega at pdenobrega@ocsta.on.ca.

**THE DEADLINE FOR RECEIPT OF AWARD
NOMINATIONS IN THE OCSTA OFFICE, WHETHER
BY EMAIL, REGULAR MAIL, COURIER SERVICE OR
BY FAX IS JANUARY 2, 2006**

***“He or she who seeks the
office of trustee is seeking
an honourable office”***

(THE CHALLENGE OF TRUSTEESHIP – G. EMMETT CARDINAL CARTER)



Ontario Catholic School
Trustees' Association

***It is time to nominate your
candidate for the OCSTA 2006
Trustee Award of Merit***

Once again, OCSTA is providing an opportunity for member boards to nominate Catholic school trustees to be publicly honoured at the provincial level. All boards are strongly encouraged to participate in this process which allows us to recognize at least a few of the very deserving Catholic trustees who have served Catholic education so well over the years.

CRITERIA

This award is given to those trustees who:

- Have made a significant contribution to the Catholic education community.
- Have strong Catholic leadership qualities.
- Give witness to the faith commitment.

This award is not a reward for long-service but this may be taken into account by the Committee.

REGULATIONS

- a. The Award will be given to Catholic school trustees only.
- b. Up to three Awards may be presented in one year.
- c. Current members of the OCSTA Board of Directors are not eligible to receive this Award.
- d. The AGM/Conference Committee will announce its selection to the Board of Directors. The Committee's decision will be final.
- e. The official OCSTA Trustee Award of Merit Nomination format must be used for all nominations.

DEADLINE

The deadline date for receiving nominations in the provincial office whether by fax, courier service, regular mail or email is January 2, 2006.

The 2006 AGM/Conference will be held at the Hilton Hotel in London on Thursday, April 20th (evening), Friday, April 21st and Saturday, April 22nd. Recipients of the Award of Merit will be honoured during the Friday evening celebrations.

COVER SHEET FOR NOMINATION FOR OCSTA TRUSTEE AWARD OF MERIT

NAME:

BOARD:

TELEPHONE NO:

FAX NO:

CONTACT PERSON:

This award is given to trustees who have made significant contributions to the Catholic education community. Please provide details of the nominee's contributions which, in your opinion, exceed the community's expectations of a Catholic trustee.

This award is given to trustees with strong Catholic leadership qualities who give witness to the faith commitment. Please provide details of how this nominee's leadership qualities exemplify his/her faith commitment:

The Award of Merit is not intended to recognize long service only, however, the term of service may be taken into consideration by the Committee. How long has the nominee served as a trustee and what positions has he/she held?



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Michael B. Moher, Director of Education

John Macri, Board Chairperson

BOARD REPORT

Meeting Date:
November 22, 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 November 22, 2005 for information.

BACKGROUND:

FINANCIAL:

COMMENTS:

TIMELINES:

APPENDICES:

- Administrative Staff Report dated November 22, 2005

November 22, 2005

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

	Employee Name	Position	Location	Date	Reason
HIRING:	Allison Hayes	Elementary Teacher	Immaculate Conception	November 7, 2005	
	Mirella Mancini	Elementary Teacher	Sacred Heart	November 14, 2005	
	Lisa Mollica	Occasional Teacher	Supply	November 14, 2005	
	Laura Pullo	Elementary Teacher	St. John the Baptist	November 21, 2005	
RETIREMENT:	Ivana Campagna	Elementary Teacher	St. William	March 1, 2006	
RESIGNATION:	Brenda Bhanks	Occasional Teacher	Supply	November 7, 2005	
	Phil Cristofanilli	Occasional Teacher	Supply	November 1, 2005	
	Cathy Knowler	Elementary Teacher	St. John the Baptist	November 18, 2005	



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BOARD REPORT

Meeting Date:
November 22, 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

SUBJECT: **HIGH SCHOOL COUNCIL**
- Minutes of June 9, 2005 Meeting

RECOMMENDATION:

That the Board receive the minutes of the High School Council dated June 9, 2005, as information.

BACKGROUND:

All minutes of the High School Council are to be received by the Board.

FINANCIAL: None.

COMMENTS:

It was decided, by general consensus, that following meetings, the recording secretary would prepare a report and forward it to the Co-Chairs. If they agreed with the information contained in the report, it would be forwarded to the Board as information and the minutes would be approved by the Council at their next meeting.

Because of the length of time between meetings, there may be information contained in the report that would be received by Trustees after the fact, however, minutes are not posted to the board's website until they are formally approved by the High School Council.

TIMELINES:

APPENDICES:

- Report of June 9, 2005 meeting is attached.



WINDSOR-ESSEX CATHOLIC DISTRICT SCHOOL BOARD

HIGH SCHOOL COUNCIL MEETING

June 9, 2005

~ **Cardinal Carter Secondary School** ~

7:00 p.m.

REPORT

PRESENT

Parent Representatives

Assumption:	Frank Favot
Cardinal Carter	Liz Matte
Holy Names	Carol Delisle
St. Anne's	Patricia Machina, Joe Bachmeier
St. Thomas of Villanova	Mary Sagat

Trustees

Shannon Porcellini, Lisa Soulliere

Principal

Leo Clark

Supervisor

Jim Byrne

Recording Secretary

Jo-Anne McCaffrey

REGRETS

F.J. Brennan	Jane Wysman
Catholic Central	Anna St. Antoine
Trustee	Patrick Keane
Administration	Paul Picard

Mary Sagat, Co-Chair, called the meeting to order and led with the opening prayer.

Mary Sagat

- received, on behalf of the Committee, a letter from Heather Walsh-Gagnon informing the Committee that she will no longer be representing Catholic Central on the High School Council since her son is graduating this month.
- thanked Liz Matte & Leo Clark for hosting the meeting and for providing the refreshments this evening
- reported that the High School Prime Ministers attended the last regular Board Meeting in May.
- reported that Cardinal Carter won the 'Battle of the Bands' competition

Additions/Amendments to Agenda

None.

Approval of Minutes – April 14, 2005

Moved by: F. Favot

Seconded by: L. Matte

THAT the minutes of the April 14, 2005 meeting be approved.

Carried.

Business Arising from Previous Minutes

None

PRESENTATION

None

OAPCE REPORT

No report.

SEAC REPORT

No report.

A letter will be forwarded to the SEAC Committee naming Claudio DelDuca, parent from St. Thomas of Villanova S.S., as this Committee's SEAC representative and Mrs. Michelle DelDuca as the alternate representative.

POLICY REVIEW

The Policy Review Committee last met on May 31, 2005. The 'Grade 8 Graduation Celebrations' Policy will be reviewed by Administrative Council and then forwarded to the June 28, 2005 meeting of the Board.

SUPERVISOR'S REPORT

Supervisor Byrne reported that

- a tentative agreement has been reached between the board and its secondary teachers (extending the current agreement by two years to four years) and both sides will address ratification in the very near future. With ratification, the board will hire an additional 17.5 teachers - one teacher will be assigned to each secondary school as a student success teacher – these teachers will work with students in grade 8 who are experiencing difficulty and continue to work with those students to ensure a successful high school year. (If students can get to the end of Grade 10 with 14 credits, they can be successful in graduating high school however if they have 10 credits or less, they can be almost sure that they will not graduate.) Those additional teaching positions will be posted in the very near future.
- Eight instructional days remain until exams begin
- The ground-breaking ceremony for the walk-over in front of Assumption High School took place last Friday. Sandra Pupatello, Brian Masse, Gerry Picard, local politicians including Mayor Eddie Francis, the student population of Assumption as well as staff from Assumption High School and the Catholic Education Centre were in attendance for this momentous occasion. The Bouchard twins who will be graduating this year helped break ground and will be in attendance at the official opening. (Danielle has been accepted to the Fine Arts Program at the University of Windsor.)
- The site for St. Joseph's H.S. has been approved.

CHAIRPERSON'S REPORT

Since this is Frank Favot's last meeting, **Mary Sagat** thanked him for his service to Catholic education and for giving so unselfishly of himself to the needs/concerns/triumphs of Assumption. He has served on the Assumption School Council for six years, the last 3 years as co chair with Rosemary Limarzi. She told the Committee that both Frank and Rosemary Limarzi will be officially recognized by the trustees at a board meeting. She vocalized the sentiments of the Committee when she told Frank "We're going to miss you!"

Frank Favot thanked Mary for her kind words and expressed his appreciation to the Committee stating that 'it has been an honour and privilege to serve with all of you'. Frank said that he became involved with the school council because he was curious to find out what was going on at the school and attended meetings for a couple of years as

an observer. Through his involvement with both the Assumption School Council and this committee he has met so many good people over the years.

This is also Supervisor Jim Byrne's last meeting. He will be assuming Vice-Principal duties at Cardinal Carter S.S. until Christmas after which he looks forward to retirement. Paul Picard will replace him on this committee. Mary Sagat thanked Jim for encouraging her to become become active in Villanova's school council when he was principal at the school and she has been involved since 2000. Calling Mr. Byrne 'The Man with the Plan', Mary, on behalf of the committee, wished him well in his future endeavours.

Additional remarks from the Chairperson's Report

- Sarah Favot has been accepted in the Journalism Program at Carlton University
- Frank Favot has campaigned for an executive position in Local 444
- Danielle Campeau has received the Terry Fox Award
- Mary Sagat is Regional Director of OAPCE
- 20 year reunion of Holy Names High School is scheduled for October.



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John Macri, Board Chairperson

BOARD REPORT

Meeting Date:
November 22, 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: **REPORT ON PUBLIC CONSULTATION PROCESS
RE: EXPANSION OF ELEMENTARY FRENCH IMMERSION
PROGRAM TO COUNTY**

RECOMMENDATION:

That the Board receive the *Report on Public Consultation Process Re: Expansion of Elementary French Immersion Program to County* as information.

BACKGROUND:

At the March 8, 2005 Regular Board Meeting, the following motion was introduced:

Moved by Trustee Soulliere and seconded by Trustee DiMenna that the Board consider expanding its French Immersion program and that a committee be established consisting of Trustee(s) and administration to conduct a feasibility study with a final report presented to the Board by the end of this school year. Carried.

As a result of this motion, an administrative report was submitted to the Board at meeting of June 27. (See Attachment "A".)

At that same meeting, the following motion was introduced and approved:

That the Board direct administration to move forward with public consultation meetings and the survey of parents to determine if there is interest in expanding the elementary French Immersion program and report the findings back to the Board.

A public consultation process was planned and implemented in October and early November. This consisted of three public meetings held in each of the three county secondary schools. Parents of all elementary feeder schools were invited to attend through school newsletters and through synervoice messages. Parents were invited to call in responses if unable to attend at any of the meetings. The outline below indicates the numbers of people attending at each meeting and the numbers of telephone calls received.

Family of Schools	Date	No. Attending	No. of Phone Calls
St. Thomas of Villanova Family	Oct. 6	7	16
Cardinal Carter Family	Oct. 24	13	12
St. Anne's Family	Nov.10	3	6

In addition, a survey was distributed in early November to parents of children in Junior and Senior Kindergarten in all of the county elementary schools. The results of the survey are attached as Attachment "B".

The public meetings, the telephone calls and the anecdotal comments on the surveys generated some general comments and questions expressed by parents. An attempt has been made to summarize these and they are included as Attachment "C".

FINANCIAL: N/A

COMMENTS:

If the board wishes to establish a French Immersion program at one or more schools in the county for September 2006, the planning would have to begin no later than January 2006.

TIMELINES:

ATTACHMENTS:

- Attachment "A" – Copy of Board Report: Expansion of French Immersion: Feasibility Study dated June 27, 2005
- Attachment "B" – Copy of survey letter sent to parents – including survey results
- Attachment "C" – Summary of comments and concerns arising from the public consultation meetings and telephone inquiries



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COPY

BOARD REPORT

Meeting Date:
June 27, 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: EXPANSION OF FRENCH IMMERSION: FEASIBILITY STUDY

RECOMMENDATION:

That the Board receive the report: Expansion of French Immersion: Feasibility Study as information.

BACKGROUND:

At the March 8, 2005 Regular Board meeting, trustees approved the following motion:

"...that the Board consider expanding its French Immersion program and that a committee be established consisting of Trustee(s) and administration to conduct a feasibility study with a final report presented to the Board by the end of this school year."

In preparation of this report, a number of background issues surfaced as very relevant factors, including the historical overview, in considering the expansion of the French Immersion Program. A study group was established, made up of principals and vice-principals from both legacy boards who were experienced and/or interested in French Immersion, a Superintendent and a consultant.

All elementary principals were surveyed as to whether or not they had been contacted by parents re French Immersion and the viability of a dual track program within their school. Only three principals responded that any parents had approached them.

Prior to amalgamation, the former Windsor Separate School Board had two French Immersion Centres, Bishop Cody and St. Anne French Immersion.

- Even prior to French Immersion at a school, (*pre-1990*) every school in the system received “*French Alive*”. Every Grade 5 class in the system received this program for 2 or 3 weeks. A team of FSL teachers (*3 teams of 2*) came into the classroom and taught French Immersion all day.
- Middle Immersion began at St. Wilfred, Our Lady of Mount Carmel, St. Gabriel and St. Rose, and included only Grade 5. It progressively shifted to incorporate Grades 5 to 8. For these students, instruction was taught in French in the mornings, and in English in the afternoons. All four programs closed when Bishop Cody French Immersion opened.
- Bishop Cody School opened September 1990 with an enrolment of 70 students. In 1991, student enrolment reached 110 students. Any student could register in JK and SK., Grade 1 and 2 students were recommended by classroom and F.S.L. teachers
- In September 1995, St. Anne French Immersion opened. Boundaries for Bishop Cody changed and approximately half of the students in JK to Grade 5 had to move to St. Anne French Immersion. All Grade 6 to 8 students remained at Bishop Cody.
- In June 2000, the two programs were consolidated into one, which is the existing St. Anne French Immersion program today.

In the former Essex County Roman Catholic Separate School Board, no Immersion program existed.

- The French section of the Board had established 10 FFL, French First Language schools.
- With a very liberal entrance eligibility policy to the French First Language program, any attempt to provide a French Immersion program was unsuccessful.
- The influence of the French sector impacted positively nonetheless on the Core French program in the English schools.
- Core French started in JK and continued to Grade 8 initially with 40 minutes daily (200 Minutes per week for JK-8) and had developed at the point of amalgamation into a half-day French/half-day English, full-day JK and SK model.

Relevant to this report, it is also important to note as pertinent information, the services and programs already provided in the Windsor-Essex area.

- The Greater Essex County District School board offers French Immersion programs at five locations in the Elementary panel and at four locations in the Secondary panel (see Appendix 1).
- The French Catholic Board (*Conseil scolaire de District de Écoles Catholique du Sud-Ouest*) offers an FFL – French First Language program at 14 locations; four in the city, ten in the county (see Appendix 2).
- The French Public Board has one site in the city only, L’Envolée, on Ottawa Street.

Currently the Windsor-Essex Catholic District School Board's French Immersion program consists of:

- An Elementary School program at St. Anne French Immersion Elementary
 - Current Enrolment 2004-5 – 406 students;
 - Projected Enrolment 2005-6 – 437 students.
 - The program is from JK to Grade 8, and is open to all City Catholic students.

- A Secondary School Program at the following four sites:
 - St. Thomas of Villanova Secondary --102 students;
 - St. Joseph High School -- 110 students;
 - St. Anne High School -- 56 students; and
 - Cardinal Carter High School - 41 students
 - The program is from Grades 9 to 12 and has open access to all students (see Appendix 3).

FINANCIAL:

- **Transportation:** Currently students are provided transportation and are bused from anywhere within the city boundaries. There are ten buses retained, that are shared with the Greater Essex Country District School Board, the French Catholic and French Public Boards. This results in a cost of \$150,000 for our Board.
- **Grants:** In addition to the foundation grants, there are Ministry allocations to support French Second Language programs. The per-Pupil Allocation for French Immersion in the Elementary panel is \$327.03. In the Secondary panel it is broken down per grade level and per credit and range from \$63.20 to \$162.12. (see Appendix 4)

COMMENTS:

Other items for consideration include:

- Elementary City Schools
 - Although St. Anne French Immersion has experienced a recent increase in enrolment, there does not appear to be sufficient numbers to establish a second site in the city at this time.
 - Any changes as such will effect the viability of the existing program.
 - The growth at St. Anne French Immersion and pupil space capacity needs continually to be monitored and alternate solutions explored if the increases continue past the junior grades and into the Intermediate level.

- Elementary County Schools
 - There is a very limited number of schools in the county that have space, even for one initial classroom.
 - County schools indicating potential availability of space are Holy Name (*Essex*), St. Joseph (*River Canard*), St. John the Baptist (*Belle River*), St. Theresa (*Malden Centre*) and St. Bernard (*Amherstburg*).
 - A French Immersion with a Grade 1 start would best suit our needs as it would not interrupt the existing delivery model of our JK/SK students, full-day and every-other-day.

- Secondary Schools
 - It is recommended that the Board maintain the status quo until the 2 new schools, St. Anne High School and St. Joseph High School, are built and operational.
 - After which, the Board may wish to examine the viability of maintaining the French Immersion program at four sites.
- Staffing
 - There are currently 12 Windsor-Essex Catholic District School Board administrators qualified in French.
 - There is availability of FSL qualified elementary teachers, but not all are suited for a grade 1 – 8 Immersion program.
 - Teachers for the Secondary Immersion program are currently available.

TIMELINES:

If the French Immersion program were to expand, the Board should begin the process in the 2005-2006 School Year. Public consultation meetings would be scheduled and parent interest surveys would be initiated with plans in place, if numbers warrant, for mid-February registration to coincide with established Registration Week. The target start date of this expansion is expected to be September 2006.

APPENDICES:

- Appendix 1: Greater Essex County District School Board French Immersion Programs
- Appendix 2: Conseil scolaire de district des écoles catholiques du Sud-Ouest – School Listing
- Appendix 3: Secondary French Immersion Feeder Schools
- Appendix 4: French As A Second Language Grant Structure and 2004-05 Windsor-Essex Catholic District School Board Allocations
- Appendix 5: Ministry of Education Requirements
- Appendix 6: Credit Courses (9-12) Overview
- Appendix 7: Glossary of French Terms

Appendix 1

GREATER ESSEX COUNTY DISTRICT SCHOOL BOARD

FRENCH IMMERSION PROGRAMS

Elementary French Immersion

P.B. McCallum - Grade JK-8 (French) - Grade 7-8 (English) from Roseville
4195 Milloy Avenue, Windsor, ON N8S 2Y4

Sandwich West Public – Dual Track Grades JK-8 (English) / JK-8 (French)
2055 Wyoming Avenue, LaSalle, ON N8H 1P6

Kingsville Public – Dual Track Grades JK-8 (English) / Grades JK-8 (French)
36 Water St., Kingsville, ON N9Y 1J3

Bellewood - French Immersion Centre Grades JK-8 (French)
2500 Labelle, Windsor, ON N9E 1B6

Puce Public - French Immersion Centre - Grades JK-8 (French)
962 Old Tecumseh Road, Emeryville ON N0R 1C0

Secondary French Immersion

Belle River District High School - French Immersion
333 South Street, Belle River ON N0R 1A0

Kingsville District High School - Extended French
170 Main Street East, Kingsville, ON N9Y 1A6

Herman - French Immersion
1930 Rossini Boulevard, Windsor, ON N8W 4P5

Sandwich Secondary - French Immersion
7050 Malden Rd., LaSalle, ON N9J 2T5

Appendix 2

**CONSEIL SCOLAIRE DE DISTRICT DES ÉCOLES CATHOLIQUES
DU SUD-OUEST**

SCHOOL LISTING

École Georges P. Vanier

6200 rue Edgar, Windsor, ON N8T 3P5

École Monseigneur Augustin Caron

8200 Matchette CH, LaSalle, ON N9J 3P1

École Monseigneur Jean Noël

3225 rue California, Windsor, ON N9E 3K5

École Pavillon des Jeunes

326 Rourke Line, Belle Rivière, ON N0R 1A0

École Sainte-Ursule

573 rue Grondin, McGregor, ON N0R 1J0

École séparée Saint-Antoine

1317 rue Lespérance, Tecumseh, ON N8N 1X6

École séparée Saint-Edmond

1880 rue Totten , Windsor, ON N9B 1X3

École séparée Saint-Jean Baptiste

219 rue Brock, Amherstburg, ON N9V 2H3

École séparée Saint-Michel

33 rue Sherman, Leamington, ON N8H 5H6

École séparée Saint Paul

Box 70 840 rue Essex, Pointe au Roches, ON N0R 1N0

École séparée Ste-Marguerite D'Youville

13025 rue St. Thomas, Tecumseh, ON N8N 3P3

École séparée Ste-Thérèse

5305 ch Tecumseh E, Windsor, ON N8T 1C5

École séparée E.J. Lajeunesse

600 E.C. Avenue W., Windsor, ON N9E 1A5

École secondaire L'Essor

13605 ch St. Gregory, Tecumseh, ON N8N 3E4

Appendix 3

WINDSOR-ESSEX CATHOLIC DISTRICT SCHOOL BOARD

SECONDARY FRENCH IMMERSION FEEDER SCHOOLS

School	Feeder Schools
Cardinal Carter High School	St-Michel, St-Ambroise, St-Paul, Kingsville Public (<i>few</i>)
St. Anne High School	St-Antoine, St-Marguerite D'Youville, St-Ambroise (<i>few</i>), Pavillon des Jeunes, Puce Elementary
St. Thomas of Villanova Secondary School	Monseigneur Caron, St-Jean Baptiste, St-Ursule, Monseigneur Jean Noël, Georges Vanier <i>Transfers from LaJeunesse</i>
St. Joseph High School	St. Anne French Immersion, St-Thérèse (6-8), Bellewood, P.B. McCallum, L'Envolée, Monseigneur Jean Noël, Georges Vanier Herman Immersion transfer <i>Transfers from L'Essor, LaJeunesse</i>

Appendix 4

FRENCH AS A SECOND LANGUAGE GRANT STRUCTURE

and

2004-05 WINDSOR-ESSEX CATHOLIC DISTRICT SCHOOL BOARD ALLOCATIONS

Elementary	Enrolment Oct. 31	Factor	Calculated Allocation
Average Program minutes per school day			
20-59 minutes (Gr. 4 to 8 only)	9,400	\$248.73	\$2,338,062
60-149 minutes (Gr. 4 to 8 only)	0	\$283.39	0
150 minutes or more (Gr. 1 to 8 only)	230	\$317.03	\$72,917
75 minutes or more (JK and K only)	80	\$317.03	\$25,362
			\$2,435,341

Secondary <i>(Excludes pupils 21 years and over)</i>	Pupil Credits	Factor	Calculated Allocation
Subject of French (Gr. 9 and 10)	2,150	\$63.22	\$135,923
Subject of French (Gr. 11 and 12)	320	\$83.61	\$26,755
Other Subjects taught in French (Gr. 9 and 10)	300	\$104.00	\$31,200
Other Subjects taught in French (Gr. 11 and 12)	110	\$162.12	\$17,833
			\$211,711

TOTAL 2004 – 2005 FRENCH AS A SECOND LANGUAGE ALLOCATION: \$2,648,052

Appendix 5

MINISTRY OF EDUCATION REQUIREMENTS

Grade	Core	Extended	Immersion
	Hours/year	Hours/year	Hours/year
Ministry of Education Elementary Requirements	600 hours	1260 hours	3800 hours
Grade 9-12	A minimum of 1 Core French Language Course	A minimum of 4 French Language Courses Plus 3 subjects taught in French	A minimum of 4 French Language Courses Plus 6 subjects taught in French

The Board awards a ***Certificat d'études en français*** to students who successfully complete the French Immersion program.

Appendix 6

CREDIT COURSES (9-12) OVERVIEW

	Core	Immersion <i>(Minimum of 10 credits required*)</i>
Grade 9	French (FSF 1P/D)	French (FIF 1P/D) Religion (HRE 1OI) Geography (CGE 1DI)
Grade 10	French (FSF 2P/D) <i>(optional)</i>	French (FIF 2P/D) History (CHC 2DI) Religion (HRE 2OI)
Grade 11	French (FSF 3U/O) <i>(optional)</i>	French (FIF 3U) Religion (HRT 3MI)
Grade 12	French (FSF 4U/O) <i>(optional)</i>	French (FIF 4U)

*Choices for the remaining credit in the Immersion Program may include:

- o Career Education (GLC 2OI)
- o Civics (CHV 2OI)
- o Dramatic Arts
- o Religion

Core

1. In order for a student to meet the Ontario Secondary School Diploma requirements, a minimum of one French credit must be successfully completed.

Immersion

1. Students must complete a minimum of 10 courses in French in order to fulfill the Ministry requirements.
2. The requirements of a Board French Immersion Certificate is 10 courses, as defined in French as a Second Language – Core, Extended and Immersion French 2000: ***“Schools may grant a certificate in French Immersion if the student has successfully completed the sequence of four courses in French Immersion and a minimum of six courses taught in French”.***
3. The French Immersion course offerings allow students to select other courses required for admission into the University/College programs of their choice.

Appendix 7

GLOSSARY OF FRENCH TERMS

1. **FFL Program:** French First Language Program in schools, that according to the Charter of Rights and Freedoms, exists to provide a total French education to Francophone families.
2. **FSL Programs -** The FSL Curriculum (Elementary) comprises 3 programs:
 - **Core:** Core French is an average of 40 minutes per day of instruction in French Language Arts. Core French is mandatory from Gr. 4 to 8 for all students and must have accumulated a minimum of 600 hours of French Instruction by the end of Gr. 8.
 - **Extended:** Extended French is a quarter of the day (*75 minutes*) of instruction in French Language Arts and another subject such as Social Studies. Extended French and French Immersion are programs in which French is not only taught as the subject but also serves as the language of instruction in other subjects.
 - **Immersion:** In a French Immersion program, French must be the language of instruction for a minimum of 50 per cent of the total instructional time at every grade level of the program. Immersion programs must include the study French as a second language and the study of at least two other subjects taught in French.
3. **French Immersion Centre:** All classes in the school are Immersion classes from JK to Grade 8.
4. **Dual Track School:** Immersion classes are delivered in a school where a regular English program also exists.
5. **Early Immersion (EFI):** Beginning in Kindergarten or Grade One.
6. **Middle French Immersion (MFI):** Normally beginning by Grade Four or Five.
7. **Late French Immersion (LFI):** Normally beginning by Grade Six or Seven.

ATTACHMENT "B"
Copy of Survey Letter sent to Parents – includes survey results

November 2, 2005

Parents/Guardians

Our school board is considering offering its French Immersion Program at a County school. If numbers warrant it, an Early French Immersion class within an existing county school could be offered next year.

The exact site would be determined by need and interest.

Transportation would be provided.

The program would begin with Grade 1 in September, 2006 and grow at the rate of one grade per year as the students move through elementary school. This would be an Immersion program, which means that the school itself would be English as would all communication with parents.

The students would receive instruction in some courses in French. Grade one students would receive Math and Religion and Family Life Instruction in English and all other lessons in French.

As part of the consultation process to determine if there is interest in a French Immersion program, we are seeking input from parents of students who are presently in Junior and Senior Kindergarten in our system.

Please complete the survey below and return it to the school before November 7, 2005. If you have any questions please call Rosa V. Cipparone at 253-2481 Ext. 114 .

1) My child(ren) are presently preschool (age) _____ JK ____ SK _____

2)

I am interested in placing my child who will be in Grade 1 in September 2006 (or subsequent years) in a French Immersion program	YES	NO	UNDECIDED	JK/SK#
Queen of Peace	10	17	1	76
St. Joseph	3	22		85
St. Pius X	19	32	2	129
Our Lady of the Annunciation	5	3		33
St. William	14	31		121
St. John de Brebeuf	17	20	1	98
St. Gregory	13	17		89
St. Mary	3	5	1	34
St. Anthony	10	6		40
St. John the Evangelist	13	8	12	33
St. Theresa	8	12	2	21
St. Bernard	9	7		47
Stella Maris	14	26		60
St. Peter	8	33		102
St. John the Baptist	11	0		99
Holy Name	11	21		124
Sacred Heart	9	22	1	103
Holy Cross	27	61		159
Total	204	343	20	1453

3)

I would be willing to have my child bused to another Catholic School within our system for this program.

	YES	NO	UNDECIDED
Queen of Peace	5	19	1
St. Joseph	2	20	3
St. Pius X	9	42	1
Our Lady of the Annunciation	7	1	
St. William	5	39	
St. John de Brebeuf	2	33	1
St. Gregory	5	23	2
St. Mary	1	8	
St. Anthony	5	9	
St. John the Evangelist	3	18	12
St. Theresa	4	14	2
St. Bernard	4	11	1
Stella Maris	2	36	
St. Peter	2	39	
St. John the Baptist	5		
Holy Name	3	29	
Sacred Heart	2	29	1
Holy Cross	9	72	
Total	75	442	24

Other Comments

Thank you

If you wish to be contacted personally with further information about this program, please complete the form below

Name _____

Telephone Number _____

Email Address _____

ATTACHMENT “C”
SUMMARY OF COMMENTS & CONCERNS

The general comments and concerns that arose from the 3 public consultation meetings along with the telephone inquiries are summarized below.

1. It was clearly expressed that the location-site of the program is of paramount importance. Most are reluctant to bus their child outside of their community. The distance and time spent on a bus is of great concern.
2. The viability of the program and the numbers needed to sustain a program was a strong concern. Some questioned class-size and wanted a firm figure from the Board.
3. The need to keep families together and allow the siblings in the other grades to attend the selected schools was expressed.
4. Some parents fear that a long-term commitment from the Board may not be there. What happens long term? Some have seen programs come and go.
5. Parents want some re-assurance from the Board that this will not fall by the wayside due to fiscal constraints or a change in Board or Ministry Policy.
6. Parents want an opportunity for their children to be engaged in French at an early age. There is no option of this in our Board with a Core French start of Grade 4.
7. Parents feel that they have had to sacrifice a Catholic Education for French Immersion if they are not comfortable with a French First Language School.
8. Those that attended the meetings generally felt that we did not reach the greater community and all interested parties. The SK/JK parents of the children in the Public Immersion Schools and the Catholic French Schools needed to be made aware of this initiative.
9. One family feels strongly that the Board needs to risk-take at a certain point -- the “Build It and They Will Come” model -- although the initial feedback is weak, the Board should pursue their plans, even perhaps step back from the initial deadline and take more time.
10. One or two families believe a middle immersion (Grade 4 start) should also be an option.
11. A few families that were parents from the French Catholic system felt that they would better be served in our system, as they are Anglophones.
12. No concern or doubts were expressed regarding the benefits of French Immersion for the students. Many were disappointed to know that their children, Grade 1 and up, will have missed the opportunity.



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:
November 22, 2005

Public **In-Camera**

PRESENTED FOR: Information Approval

PRESENTED BY: Senior Administration

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

SUBJECT: OSBIE INSURANCE PREMIUM – YEAR 2006

RECOMMENDATION:

That the Board approve payment for the Ontario School Boards' Insurance Exchange Insurance Premium for the year 2006.

BACKGROUND:

The Insurance Policy with the Ontario School Boards' Insurance Exchange is due for renewal on January 1, 2006.

FINANCIAL:

The premium for 2006 is \$402,172 as compared to \$358,772 for the calendar year 2005 representing an increase of 12%. The breakdown of the premium by type of coverage is as follows:

	<u>2006</u>	<u>2005</u>
Boiler & Machinery	\$5,813	\$6,670
Crime	14,489	13,604
Fleet & Auto	26,677	24,764
Liability	274,145	232,833
Property	81,048	80,901
	<u>\$402,172</u>	<u>\$358,772</u>

COMMENTS:

TIMELINES:

APPENDICES:



Windsor-Essex Catholic District School Board

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Michael B. Moher, Director of Education

John Macri, Board Chairperson

BOARD REPORT

Meeting Date:
November 22, 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

SUBJECT: **ST. JOSEPH'S CATHOLIC HIGH SCHOOL**
- Quebec City - February 19 to 22, 2006

RECOMMENDATION:

That the Board approve the St. Joseph's Catholic High School – Quebec City field trip for February 19 to 22, 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
- Letter from M. Maillet dated October 31, 2005
- Itinerary



Request for Approval of Field Trip

School	St. Joseph's H.S.		Date of Trip	Ex. mm/dd/yyyy 02/19/2006 - 02/22/2006	
Destination	Quebec City		Mode of Transportation	Coach	
School Departure Time	5:00 am	School Arrival Time	5:00 pm	Name of Carrier	TBA
# of Male Students	18	Grade of Students	9-12	Number of Supervisors	Female <input type="text" value="1"/> Male <input type="text" value="2"/>
# of Female Students	18	Personal Cost Per Student	\$470.00	Travel Company Involved	Keating Tours
Total Cost Per Student	\$470.00				

EDUCATIONAL RATIONALE

Name of Teacher	Patrick Weston
Purpose of Trip	Cultural Enrichment
Relationship to Students' Program/Course	Expand knowledge of Canada and Francophone culture
Pre-Trip Preparation(s) by Students	Meeting with parents and students, studentt orientation
Follow-Up Activities Planned	Class discussions, share films and pictures
If Activity is Occuring over a Weekend Indicate Plans for Students to Attend a Eucharistic Celebration	Arrangements for church on Saturday night - St. Theresa's

Date Submitted	11/01/2005	Name of Teacher	Patrick Weston
Approval Date	11/02/2005	Name of Principal	Kevin Mulvey
Approval Date	11/04/2005	Name of Superintendent	Joseph Berthiaume
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.

M. Maillet, Windsor, Oct 31st/05

Mr. Berthiaume, Superintendent -

The purpose of this letter is to ask permission for our annual Quebec trip planned for Sunday February 19th/06 to Wednesday February 22nd/06. In the past, our St. Joseph students have found this to be an enriching experience from a cultural, linguistic and an historic point of view. Some of the activities "Keating Educational Tours" have planned for the students are: historical tours, presentations, outdoor activities, skating, tubing at a winter theme park, skiing in the Laurentian mountains and traditionnal sugar shack dining. As a group, we plan to attend Saturday evening mass February 18th at St Thérèse Parish on Norman Rd. There will be three teachers; Mr.Weston, Mrs. Teti and myself supervising a maximum of 35 students and travel will be by bus. Thank you for your consideration of our Quebec trip.

Sincerely,

Marc Maillet
Pat Weston
Cindi Teti

**SUGGESTED QUEBEC CITY FOUR-DAY SKI ITINERARY
ST. JOSEPH HIGH SCHOOL
FEBRUARY 19-22, 2006**

DAY ONE

6:30 am Depart school by luxury motor coach. Lunch and rest stops are made en route. We recommend that students bring a lunch from home.

6:30 pm Upon arrival in Quebec City, check in to your accommodation. **Meet your bilingual Keating Tour guide at the hotel.**

Dinner

8:30 pm Historical Animation of Upper Town conducted by your Keating Tour Guide. Stops include the beautifully lit-up National Assembly, Dufferin Terrace, Chateau Frontenac, famous architecture such as Aux Anciens Canadiens, gates and walls of Vieux Quebec, rue du tresor (artist's street) and the most photographed cannonball in Quebec.

Overnight at your accommodation. Night supervision is from 10 pm – 6 am.

DAY TWO

Breakfast

9:00 am Enjoy skiing at Stoneham Ski Resort, the third largest ski resort in the province of Quebec. The 300-acres of skiing terrain is spread over four mountains and offers a large variety of well-groomed and closely monitored trails. Ski lessons are included and all lessons are based on the student's ability.

Lunch at Stoneham. (Additional cost)

1:30 pm After lunch, return to the slopes for more fun!

5:45 pm Enjoy dinner at an Erabliere (sugar shack)

Evening Traditional music and dancing, a taffy pull, sleigh ride and more! (Included with the meal plan)

Overnight at your accommodation. Night supervision is from 10 pm – 6 am.

DAY THREE

Breakfast

9:00 am Spirit of Lower Town including l'escalier Casse-cou (breakneck stairs), Place Royale, Notre-Dame-des-Victoires church and quartier du Petit Champlain.

10:30 am Enjoy the Quebec Experience – a multi-media trip into Quebec's history.



- 11:30 am Board the bus and drive through the lovely countryside of Cote de Beaupre along le Chemin Royale, Canada's oldest road.
- Lunch on the Beaupre Coast. (Additional cost)
- 1:30 pm Visit the Basilica of Ste-Anne-de-Beaupre.
- 3:00 pm Picture stop at Montmorency falls.
- 3:30 pm Depart for Village des Sports.
- 4:30 pm An afternoon of outdoor fun at Village des Sports where students can enjoy more than 30 snow slides including the exclusive "Tornado" which spirals as it descends. Hook inner tubes onto a gently moving ski lift to be towed back to the top.
- 6:00 pm Dinner at Village des Sports, followed by more outdoor fun!
- 8:30 pm Return to Upper Town.
- Evening Students enjoy an evening of bilingual, interactive improv. No scripts, no lines, no scenes, just all the spontaneity and surprise you can expect from an improv evening, with an interactive twist to keep the audience on their toes.

Overnight at your accommodation. Night supervision is from 10 pm – 6 am.

DAY FOUR

Breakfast

- 8:00 am Board the motor coach with luggage and depart for your school.
- 12:00 pm Stop at St. Joseph's Oratory in Montreal for a visit.
- Lunch and dinner stops are made en route. (Additional cost)
- 11:00 pm Approximate arrival time at your school.

This is an outline, which may be given to the students' parents. Please feel free to give us your input prior to our finalizing the details. Your final itinerary will be similar however the sequence of activities may be different. Schools travelling with more than one coach will have a separate itinerary for each coach and whenever possible, their activities will be together.



Windsor-Essex Catholic District School Board

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Telephone (519) 253-2481 Fax: (519) 253-0620

Michael B. Moher, Director of Education

John Macri, Board Chairperson

BOARD REPORT

Meeting Date:
November 22, 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

SUBJECT: **HOLY NAMES CATHOLIC HIGH SCHOOL**
- New York City - May 9 to 12, 2006

RECOMMENDATION:

That the Board approve the Holy Names Catholic High School field trip to New York City field trip for May 9 to 12, 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
- Rationale for Trip
- Itinerary



Request for Approval of Field Trip

School	Holy Names High School		Date of Trip	Ex. mm/dd/yyyy 05/09/06 to 05/12/06	
Destination	New York City		Mode of Transportation	Coach	
School Departure Time	6am	School Arrival Time	8pm	Name of Carrier	Laidlaw
# of Male Students	25	Grade of Students	11-12	Number of Supervisors	Female <input type="text" value="4"/> Male <input type="text" value="1"/>
# of Female Students	25	Personal Cost Per Student	\$853.00	Travel Company Involved	Nova Tours
Total Cost Per Student	\$853.00				

EDUCATIONAL RATIONALE

Name of Teacher Daniella Czudner, Liana Cote, Sean Radigan

Purpose of Trip to bring literature/drama to life through a Broadway play and visit to Central Park

Relationship to Students' Program/Course supplements several areas of senior English and Drama curriculum

Pre-Trip Preparation(s) by Students read Catcher in the Rye, study perspective, elements of drama

Follow-Up Activities Planned write a critique/review of the play, photo essay

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

Date Submitted	10/24/2005	Name of Teacher	Daniella Czudner, Liana Cote
Approval Date		Name of Principal	Jim Minello
Approval Date		Name of Superintendent	Joseph Berthiaume
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.

Rationale for NYC Field Trip

Grade 11 University Preparation

Media Studies – p.21

“analyze the relationship between media works and their audiences”
(target audiences chosen by advertising campaigns. Identify demographic profile of the target audience for *Wicked*.)

Language – p. 19

“communicate orally in large and small groups for a variety of purposes, using appropriate academic and theoretical language.”

(FOLLOW UP DISCUSSION RE: PERSPECTIVE)

Literature Studies & Reading – p. 14

“compare their own ideas, values, and perspectives with those expressed or implied in a text (eg. Analyze the thinking and response of a fictional character in a crisis and compare them with their own probable reaction; debate two different interpretations of a literary work using specific references to the text to support their arguments.)” **To be done at the site of Holden Caulfield’s epiphany in *The Catcher in the Rye*.**

Understanding Elements of Style – p.15

“analyze how language and syntax are used in texts to create a voice appropriate to the purpose and audience.”

Grade 12 University Preparation

Literature Studies and Reading

2.1 “analyze and assess how key elements of challenging plays and essays reinforce the works themes and ideas.”

1.1 “analyze and assess ideas, themes, concepts and arguments in print and electronic texts (eg. Assess how the use of multiple perspectives in a novel contributes to its theme...)”

3.1 “analyze how language and syntax are used in texts to create particular effects (eg. Analyze how language is used to create pathos in a play...)”

Language

2.1 “Communicate orally in large and small groups for a variety of purposes, with a focus on challenging and extending the ideas of others; using academic and theoretical concepts and language; and discussing the coherence, relevance, strengths and weaknesses of ideas and arguments.”

2.2 “ Communicate orally in group discussions applying such skills as the following:

leading and contributing to productive discussion...
generating ideas, contributing information
connecting ideas and arguments to other knowledge; making inferences...”

Media

1.2 “explain how representation, form, style, and technique in media works convey messages with social, ideological, and political implications.”

1.3 “explain the relationship between media works and their audiences.”

Cost

Since the cost of such a trip is quite high the organizer plan to hold several fundraising events during 2nd semester in order to offset the cost.

October 21, 2005

**Proposal Between Holy Names High School & Ambassatours Gray Line
New York City Tour**

Tour Inclusions:

- Transportation via 1 X 55 passenger Motorcoach including Driver's accommodations
- 3 Nights accommodation in New York
- 1 Security Guard at hotel each night from 11:00 p.m. to 5:00 a.m.
- 3 Continental Breakfasts
- 2 Dinners
- Guided city tour of New York City with a walk through Central Park
- Admission to a Broadway Show
- Visit the Statue of Liberty, includes ferry ride to island where the students will get off and walk around the statue. they may or may not have access to inside depending on if it is open at that time.
- Admission to Empire State Building
- Admission to Metropolitan Museum of Art
- 5 Chaperones traveling complimentary in 2 twin rooms and 1 single room
- All taxes and gratuities on included meals
- All Applicable Taxes

Not Included in Tour Package:

- Customary gratuity for tour guide & driver
- Any additional sightseeing admissions not stated in tour inclusions
- Any additional meals not stated in tour inclusions

Price Per Person based on QUAD accommodations in Manhattan

- \$891.00 per person based on 45 paying passengers (5 chaperones)
- \$853.00 per person based on 50 paying passengers (5 chaperones)

Price Per Person based on QUAD accommodations in Secaucus

- \$788.00 per person based on 45 paying passengers (5 chaperones)
- \$756.00 per person based on 50 paying passengers (5 chaperones)

General Terms & Conditions:

- This price quote is based on this itinerary and the above number of passengers only; if modifications to the tour are necessary, than it's possible the price will change. **This price quote is based on availability at the time of booking.**
- Ambassatours Gray Line *highly recommends* the purchase of Trip Cancellation and or Medical Insurance. Insurance must be purchased at the time of booking and is nonrefundable. Copies of the policy will be given to the Group Leader.
- All ideas and concepts detailed in this proposal have been developed exclusively for Holy Names High School. This proposal remains the property of Ambassatours Gray Line and no part of this proposal may be reproduced or disclosed to our competitors or any third party.

Ambassatours Gray Line – 2631 King Street Halifax, NS B3K 4T7
Phone: 1-800-565-7173 Fax: 902-423-5522

October 21, 2005

Unauthorized use of this proposal is strictly prohibited. In addition, all documents, written proposals and other materials submitted to the client by Ambassatours Gray Line shall be returned upon request. Should you wish to produce the concepts included in this proposal without retaining Ambassatours Gray Line permission, a **Consultation Fee of \$1000.00** will be required.

Rough Itinerary:

Day 1: Travel from Windsor, ON to New York City

**Day 2: Become acquainted with New York City this morning with a guided tour of the city with a walk through Central Park. Have some free time for lunch and exploring before getting a great view of the city from the Empire State Building.
Return to your hotel to freshen up. This evening have a group dinner before attending a Broadway show!
(Continental Breakfast, Dinner)**

**Day 3: This morning visit the Metropolitan Museum of Art before a quick lunch on your own.. This afternoon the group will be taking the Ellis Island ferry to get a close up view of the Statue of Liberty. The rest of the afternoon will be free to explore on your own.
Have a group dinner before returning to your hotel for the evening.
(Continental Breakfast, Dinner)**

**Day 4: Travel home today with fond memories of New York City.
(Continental Breakfast)**

**Proposal For:
Holy Names High School
Contact: Danielle Czudner
Phone: 519-996-2504
Fax: 519-966-2506**

**Ambassatours Gray Line - 2631 King Street Halifax, NS B3K 4T7
Phone: 1-800-565-7173 Fax: 902-423-5522**



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:
November 22, 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: **SPECIAL EDUCATION ADVISORY COMMITTEE MEETING
- OCTOBER 6, 2005**

RECOMMENDATION:

That the Board receive the minutes of the October 6, 2005 Special Education Advisory Committee meeting as information.

BACKGROUND:

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

FINANCIAL:

n/a

COMMENTS:

n/a

TIMELINES:

Meeting date: October 6, 2005

APPENDICES:

- Minutes of the October 6, 2005 Special Education Advisory Committee (SEAC) meeting



Windsor-Essex Catholic District School Board

1325 California Ave., Windsor, ON N9B 3Y6

Phone: (519) 253-2481

Fax: (519) 253-0620

SPECIAL EDUCATION ADVISORY COMMITTEE MEETING

Thursday, October 6, 2005 – 7:00 P.M.

Windsor Essex Catholic Education Centre

1325 California Avenue, Windsor

MINUTES

Present:	Jennifer Jaco-McKay	Association for Bright Children (Chair)
	Lisa Soulliere	Trustee Member (Vice-Chair)
	Mary DiMenna	Trustee Member
	Michelle Mastellotto	Down Syndrome Parent Association
	Laurie Golocevac	Autism Society
	Bev Clarke	Learning Disabilities
	Claudio Del Duca	High School Council
	Rita Raniwsky	Principals' Association
	Janet Ouellette	Superintendent of Education
	Cathy Geml	Supervisor of Special Education

1. Call to order – J. Jaco-McKay
2. Opening Prayer – SEAC prayer together
3. Welcome/Introductions
Principal Course candidate – Danielle Desjardins
Proposed Down Syndrome Association alternate – Paula Nantais Murphy
4. Recording of Attendance – regrets from M. Friesen
5. Approval of Agenda
Addition – New Business: B Clarke - Ontario Association of Education
Advocates document
Motion by L. Soulliere and M. Mastellotto that the Agenda be approved with the above addition. Carried.
6. Disclosure of Pecuniary Interest - None
7. Presentation: Gifted – Jennifer Jaco-McKay
Although the area chapter of Association for Bright Children is small, Jennifer Jaco-McKay gave an informative presentation on gifted children and their

involvement with special education. She noted that these students are often inattentive and act out because they are so far ahead of the class and so under-served. They often start out the year very enthusiastic but quickly lose interest because they are not being identified and not receiving the appropriate programming with other students who are like themselves. Students with ADD in addition to giftedness are doubly hard to serve in the school system. With the Board's inclusionary model, our classroom teachers need encouragement, and a place to access resources. Information on inclusion for gifted children was distributed.

8. Approval of Minutes – September 8, 2005
Motion by L. Soulliere and M. DiMenna that the Minutes of the September 8, 2005 meeting be approved as printed and distributed. Carried.
9. Business Arising - None
10. Information Items
 - Overview of Key Messages – OCSTA – Special Education
 - My Life, My Decisions Conference
 The above information items were received.
11. Report from Chair – None
12. Report from Trustees

M. DiMenna: The Minutes of the June 8th SEAC meeting were received at the September 27th Board meeting. An update on the implementation of recommendations from the 2003 Expert Panel review of Special Education was received, along with a presentation on the Ministry's "Education for All" document which will move the focus from formal identification to an outcomes-based approach using differentiated instruction for students with special education needs in Kindergarten to Grade 6.

L. Soulliere: The OCSTA information item is a summary of information meetings held for trustees in September. She still has a notice of motion to the Board about the hiring of two additional psychologists, and requests any information members may have on the level of service provided by other boards to assist in presenting this motion. J. Jaco-McKay will provide information.
13. Report from Superintendent/Supervisor
 - Special Education Plan
 C. Geml presented a summary of each subject area covered in the proposed 2005 Special Education Plan, provided the web site visually, and responded to questions concerning the document. A Minority Report can be submitted from a representative association, and SEAC can submit a Majority Report to the Board concerning the Plan. SEAC will have input into this year's Amendments to the Plan, and a request was made to amend the Behaviour Interventions booklet to include strategies for dealing with students who are gifted, to be

presented at the next meeting. The Learning Disabilities Association feels that a full range of placement options is needed for students with learning disabilities, and have submitted a Minority Report to the Board. Mention of the GEMS program in the Placement Chart under giftedness was questioned.

Motion by M. Mastellotto and M. DiMenna that the Special Education Advisory Committee accept the Special Education Plan for 2005 and forward it to the Board. Carried. Abstention: B. Clarke.

Motion by L. Soulliere and M. DiMenna that the Minority Report from the Learning Disabilities Association be received as information. Carried.

The staff members were thanked for their work on the Plan and for placing it on the Board's web site for public accessibility.

14. New Business

B. Clarke introduced the document, Ontario Association for Education Advocates (attached).

Superintendent Ouellette joined the meeting.

B. Clarke distributed an information report on the process for input into the Special Education Plan. Discussion was held on a process for future evaluation of proposed documents for the Plan, and on a communication process to parents of students with specific learning disabilities. C. Geml noted that individualized programs do not allow for a general road map as each student has different needs, thus the I.E.P.

Brief discussion was held on the "Education for All" document, copies distributed, and Superintendent Ouellette noted that a presentation will be made at the November SEAC meeting

Following further discussion on the process for reviewing the Special Education Plan, a decision was made to review proposed documentation changes by administration. It was also suggested that associations may present at meetings, and that schools could also do presentations highlighting their successes.

Superintendent Ouellette presented a brief outline of MISA, which is the government's attempt to bring Boards in line technologically to give the Ministry of Education the data they want. By the end of the three-year process, the Ministry will be able to ask specific questions re data and boards will make information available on line.

15. Association Reports

M. Mastellotto: The books from the Down Syndrome Association should be available within the next couple of weeks.

L. Golocevac announced a workshop at Caboto Club on Oct. 21-23. Autism Society will pay \$200 per teacher from our Board. All teachers are welcome to attend the monthly workshops held at the Autism Centre.

The Coordinators were thanked for attending the meeting.

Next meeting: November 10, 2005.

16. Closing Prayer - Hail Mary

17. Adjournment

On motion by L. Soulliere and M. Mastellotto, the meeting adjourned at 9:15 p.m. Carried.

**NEXT MEETING
CATHOLIC EDUCATION CENTRE**

**NOVEMBER 10, 2005
7:00 P.M.**

Patricia Hickmott
Recording Secretary

/psh/M06seac/2005 11 11