



1325 California Avenue
Windsor, ON N9B 3Y6
CHAIRPERSON: John Macri
DIRECTOR OF EDUCATION: Joseph Berthiaume

REGULAR BOARD MEETING
Tuesday, September 23, 2008 at 7:00 p.m.
Windsor Essex Catholic Education Centre
John Paul II Boardroom

A G E N D A

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, September 9, 2008 --
 - ii) Minutes of Regular Meeting, September 9, 2008 1 - 5
 - b. Items from the In-Camera Meeting of September 23, 2008 --

10. Communications
 - a. External (Associations, OCSTA, Ministry): None.
 - b. Internal (Reports from Administration)
 - i) Report: Administrative Staff Report (P. Picard) 6 - 7
 - ii) Report: 2007 - 08 Budget Status Report (M. Iatonna) *Handout*
 - iii) Verbal Report: Education Quality and Accountability Office (EQAO) Assessment Results (J. Berthiaume/C. Geml/L. Staudt) --

11. Unfinished Business: None.

12. New Business:
 - a. Field Trips:
 - i) 2008 Fall Muskoka Woods Leadership Experience (C. Geml) 8 - 14
 - ii) 2008 Muskoka Woods Secondary Leadership Experience (L. Staudt) 15 - 28
 - b. Report: Ontario Catholic Schools Trustees' Association 2008-09 Membership Fees (J. Berthiaume) 29
 - c. Report: 2008 Capital Plan (M. Iatonna) (Deleted from agenda)

13. Committee Reports: None.

14. Notice of Motion

15. Remarks and Announcements
 - a. Chairperson
 - b. Director of Education
 - c. Board Chaplain

16. Remarks/Questions by Trustees

17. Pending Items

18. Continuation of In-Camera, if required.

19. Future Board Meetings: (unless stated otherwise all meetings will be held at the Windsor Essex Catholic Education Centre - 1325 California Avenue, Windsor at 7:00 p.m.)
 - Tuesday, October 14, 2008
 - Tuesday, October 28, 2008
 - Tuesday, November 11, 2008
 - Tuesday, November 25, 2008

- **Tuesday, December 9, 2008 (Organizational Meeting - 7:30 p.m./Mass - 6:45 p.m.)**
- Tuesday, December 16, 2008
- Tuesday, January 13, 2009
- Tuesday, January 27, 2009
- Tuesday, February 10, 2009
- Tuesday, February 24, 2009

20. Closing Prayer

21. Adjournment

John Macri
Board Chairperson

Joseph Berthiaume
Director of Education & Secretary-Treasurer



1325 California Avenue
Windsor, ON N9B 3Y6
CHAIRPERSON: John Macri
DIRECTOR OF EDUCATION: Joseph Berthiaume

REGULAR BOARD MEETING
Tuesday, September 9, 2008 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	S. Porcellini
B. Holland	L. Soulliere
C. Janisse	
C. Resendes, Student Trustee	
N. Lau, Student Trustee	
Rev. L. Brunet, Board Chaplain	

Administration:

J. Berthiaume (Resource)	J. Bumbacco
C. Geml	E. Byrne
M. Iatonna	P. Littlejohns
P. Picard	P. Murray
L. Staudt	S. O'Hagan-Wong

Recorder:

D. Steffens

1. Call To Order - Chair Macri called the meeting to order at 7:43 p.m.
2. Opening Prayer - Fr. Brunet opened the meeting with a prayer in memory of Cpl. Andrew Grenon, a former student, who lost his life while on a tour of duty in Afghanistan.
3. Recording of Attendance - All trustees present.
4. Approval of Agenda - Chair Macri noted that the handout pertaining to agenda item 10b(iii) 2007-08 Budget Status Report was at trustee places.

Moved by Trustee DiMenna and seconded by Trustee Holland that the September 9, 2008 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. Blessing of 2008-09 Student Trustees - Fr. Brunet performed a Commissioning and Blessing of the 2008-09 Student Trustees Nils Lau and Chynna Resendes as they commence their duties.
- b. Summer School Program - Joseph Ibrahim, Principal of the Summer School Program was in attendance to present an overview of the 2008 program offerings that provided learning opportunities for 832 students in the area of Improvement Credits, New Credits, Grades 7 and 8 Literacy/Numeracy and English as a Second Language. This year's summer program, administrated through the St. Michael's Alternate High School program, was offered at three high school locations and by E-Learning.

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, August 26, 2008
Moved by Trustee Holland and seconded by Trustee DiMenna that the minutes of the Committee of the Whole Board In-Camera meeting of August 26, 2008 be adopted as distributed. Carried.
 - ii) Minutes of Regular Meeting, August 26, 2008
Moved by Trustee Courtney and seconded by Trustee Keane that the minutes of the Regular Board meeting of August 26, 2008 be adopted as distributed. Carried.
- b. Items from the In-Camera Meeting of September 9, 2008

Vice-Chair Courtney reported the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board meeting on September 9, 2008 pursuant to the Education Act - Section 207, to consider specific personnel, Security of the Property of the Board matters, labour relations matters, litigation matters and other matters permitted or required to be kept private and confidential under the Freedom of Information and Protection of Privacy Act. Trustees Courtney, Keane and Porcellini declared a conflict of interest during the September 9, 2008 In- Camera Session and excused themselves from the relevant discussion items.

Moved by Trustee DiMenna and seconded by Trustee Soulliere that the recommendations and directions of the Committee of the Whole Board at its in-camera meeting of September 9, 2008 be approved. Carried.

Vice-Chair Courtney made the following announcements:

- receipt of the Administrative Staff Report, dated September 9, 2008
- appointment of Patrick Murray to the position of Academic Supervisor - Facilities Services

for a three year renewable term, effective September 9, 2008

- the appointment of Cathy Isabella as Modern Languages Department Head at Catholic Central High School, effective September 1, 2008
- the approval to proceed with a Request for Proposal and/or a quote process for a video surveillance and monitoring system
- the receipt of pending arbitration summaries for OECTA, CAW and CUPE bargaining units

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 September 9, 2008 for information. Carried.

ii) Report: 2007-08 Budget Status Report (*Handout was at trustee places.*)

Trustees received a 2007-08 budget status report projecting a deficit position of \$592,000 at fiscal year-end.

Moved by Trustee Holland and seconded by Trustee Soulliere that the Board receive the 2007-08 Budget Status as of September 9, 2008 as information. Carried.

iii) Report: Legal Services - June and July 2008

Moved by Trustee DiMenna and seconded by Trustee Courtney that the Board receive the report Legal Services – June and July 2008 as information. Carried.

11. Unfinished Business: None.

12. New Business: None.

13. Committee Reports: None.

14. Notice of Motion: None.

15. Remarks and Announcements

a. Chairperson Macri offered, on behalf of the Board, condolences to the family and friends of Corporal Andrew Grenon and briefed trustees on his recent conversation with the President and Vice President of the Ontario Catholic Schools Trustees' Association. Trustee Macri thanked everyone for a smooth start to the new year.

b. Director of Education Berthiaume commented on the following activities that support the four pillars of the Board's strategic plan:

- The board's Education Quality and Assessment Office (EQAO) Assessment Results will be released on September 17.

- The board is hosting a Parental Information Session on Combined Classes on September 16 and a teacher workshop on the same topic on September 25.
- Upcoming teacher workshops include: In God's Image for Senior Kindergarten, Literature Circles/book clubs, science, PM benchmark assessment tool, and non-fiction writing.
- The first St. Peter Institute of Catholic Formation session was held last week at the Catholic Education Centre and the Diocese is in process of identifying a date for scheduling an event to celebrate this new partnership initiative.
- An expanded partnership with Windsor Police Services will see three Windsor Police Community Resource Officers dedicated to high schools in the City of Windsor.
- The Director reported that he will be participating in the official dedication of University of Windsor's Alumni Field on Saturday, September 13 and that he has met with new University of Windsor president & vice-chancellor Dr. Alan Wildeman to discuss further partnership opportunities. Dr. Wildeman is looking forward to bringing welcome remarks at this year's system-wide Together in Faith Day that will be held at the University's St. Denis Centre on Friday, November 28.

- c. Board Chaplain Fr. Brunet encouraged everyone to take an opportunity to read the inspirational book *The Last Lecture* and asked everyone to keep a staff member in their prayers.

16. Remarks/Questions by Trustees

- Trustee Porcellini welcomed families and students back to school, thanked Sharp Bus Lines for offering the "First Ride Program" to first time riders and their parents, and commented on the merits of the Windsor Police Community Resource Officers in high schools.
- Trustee Soulliere inquired into receiving statistical information on student demographics enrolled in the International Baccalaureate (IB) academic program at Assumption College.
- Trustee Holland thanked administration for the quick response in providing parental information on student success in combined grades and inquired into receiving information on the integration of faith component when students with the University of Windsor's Faculty of Education program participate in practice teaching.
- Trustee Courtney inquired into the possibility of developing a School Healthy Eating policy and of a possible review of the current transportation policy in relation to walking distance criteria.
- Student Trustee Resendes thanked trustees for the opportunity to serve a second year representing the students of this board.
- Student Trustee Lau thanked Fr. Brunet for the Blessing and Commissioning this evening and indicated he is looking forward to serving as a student trustee.

17. Pending Items: None.

18. Continuation of In-Camera - Not required.

19. Future Board Meetings: (unless stated otherwise all meetings will be held at the Windsor Essex Catholic Education Centre - 1325 California Avenue, Windsor at 7:00 p.m.)

- Tuesday, September 23, 2008
- Tuesday, October 14, 2008
- Tuesday, October 28, 2008

- Tuesday, November 11, 2008
 - Tuesday, November 25, 2008
 - **Tuesday, December 9, 2008 (Organizational Meeting - 7:30 p.m./Mass - 6:45 p.m.)**
 - Tuesday, December 16, 2008
 - Tuesday, January 13, 2009
 - Tuesday, January 27, 2009
 - Tuesday, February 10, 2009
 - Tuesday, February 24, 2009
20. Closing Prayer - Fr. Brunet closed the meeting with a prayer.
21. Adjournment - There being no further business, the Regular Board meeting of September 9, 2008 adjourned at 8:38 p.m.

Not approved.

John Macri
Board Chairperson

Joseph Berthiaume
Director of Education & Secretary-Treasurer



1325 California Avenue
 Windsor, ON N9B 3Y6
 CHAIRPERSON: John Macri
 DIRECTOR OF EDUCATION: Joseph Berthiaume

Meeting Date:
 September 23, 2008

BOARD REPORT

Public **In-Camera**

PRESENTED FOR: Information Approval

PRESENTED BY: Senior Administration

SUBMITTED BY: Joseph Berthiaume, Director of Education
 P. Picard, Superintendent of Human Resources
 J. Bumbacco, Assistant Superintendent, Human Resources
 P. Littlejohns, Manager of Human Resources

SUBJECT: ADMINISTRATIVE STAFF REPORT

RECOMMENDATION:

That the Board receive the *Administrative Staff Report* on hiring, retirement and resignation of staff dated September 23, 2008 for information.

SYNOPSIS:

BACKGROUND COMMENTS:

FINANCIAL IMPACT:

TIMELINES:

APPENDICES:

- Administrative Staff Report dated September 23, 2008

REPORT REVIEWED BY:

<input checked="" type="checkbox"/> EXECUTIVE COUNCIL	Review Date:	September 15, 2008
<input checked="" type="checkbox"/> SUPERINTENDENT	Approval Date:	September 16, 2008
<input checked="" type="checkbox"/> DIRECTOR OF EDUCATION:	Approval Date:	September 17, 2008

September 23, 2008

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

	Employee Name	Position	Location	Date
HIRING:	Marissa Nabbout	Elementary Teacher	Our Lady of the Annunciation	September 3, 2008
	Stephanie Pellett (.50)	Elementary Teacher	St. Mary	September 5, 2008
	Penny King	Manager of Finance	CEC	September 22, 2008
RESIGNATION:	Lisa Martire	Occasional Teacher	Supply	September 2, 2008
RETIREMENT:	Sr. Agnes Hoy	Secondary Teacher	Unassigned	June 30, 2008
	Janice Kuzniar	Elementary Teacher	St. Anthony	December 31, 2008
	Mary-Jane Parent	Elementary Teacher	St. Louis	December 31, 2008
OTHER:	Bakhos Obeid	Custodian	Cardinal Carter	September 12, 2008



1325 California Avenue
Windsor, ON N9B 3Y6
CHAIRPERSON: John Macri
DIRECTOR OF EDUCATION: Joseph Berthiaume

HANDOUT BOARD REPORT

Meeting Date:
September 23, 2008

Public **In-Camera**
PRESENTED FOR: Information Approval
PRESENTED BY: Senior Administration
SUBMITTED BY: Joseph Berthiaume, Director of Education
 Mario latonna, Superintendent of Business
SUBJECT: **2007-08 BUDGET STATUS AS OF SEPTEMBER 22, 2008**

RECOMMENDATION:

That the Board receive the 2007-08 Budget Status as of September 22, 2008 as information.

SYNOPSIS:

In order to ensure appropriate monitoring of the budget, a regular status report is to be submitted at each meeting of the Board. The current projection indicates that the Board will have a deficit of \$592,000 at year-end.

BACKGROUND COMMENTS:

The 2007-08 Budget Status Report as of September 22, 2008 is provided in the attached Appendix A. There have been no changes to the previous projection since the September 9, 2008 budget status report.

FINANCIAL IMPLICATIONS:

Provided in Appendix A.

TIMELINES:

Not applicable.

APPENDICES:

Appendix A - 2007-08 Budget Status as of September 22, 2008.

REPORT REVIEWED BY:

<input checked="" type="checkbox"/> EXECUTIVE COUNCIL	Review Date:	September 22, 2008
<input checked="" type="checkbox"/> SUPERINTENDENT	Approval Date:	September 22, 2008
<input checked="" type="checkbox"/> DIRECTOR OF EDUCATION:	Approval Date:	September 22, 2008

APPENDIX A
2007-08 BUDGET STATUS
AS OF SEPTEMBER 22, 2008

CATEGORY	2007-08 REVISED BUDGET JAN. 15/08	2007-08 PROJECTION TO YEAR-END AUG. 31/08	2007-08 PROJECTED VARIANCE AT AUG. 31/08
Classroom Teachers	122,772,200	121,834,200	938,000
Supply Teachers	3,336,321	5,118,321	-1,782,000
Teacher Assistants	12,130,000	12,483,000	-353,000
Textbooks & Classroom Supplies	5,158,176	4,604,176	554,000
Computers	1,230,000	1,230,000	0
Professionals & Paraprofessionals	5,249,900	5,449,900	-200,000
Library/Guidance	3,659,256	3,878,256	-219,000
Staff Development	200,000	217,000	-17,000
Department Heads	495,000	617,000	-122,000
Principals & V.P.'s	10,046,500	9,650,500	396,000
School Office	5,235,270	5,252,270	-17,000
Consultants	1,361,963	1,230,963	131,000
Administration	7,162,700	7,109,700	53,000
School Operations & Maintenance	20,501,700	20,839,700	-338,000
Continuing Education	1,440,000	1,534,000	-94,000
Transportation	8,099,000	7,826,000	273,000
Renewal	2,553,411	2,023,411	530,000
TOTALS	210,631,397	210,898,397	-267,000
Overtime	-50,000	0	-50,000
Miscellaneous Accounts	-275,000	0	-275,000
GRAND TOTALS	210,306,397	210,898,397	-592,000

COMMENTS

- There have been no changes in any of the approved budget numbers since the report submitted to the Board on June 21, 2008.
- Comments respecting the categories for which variances are being projected are noted as follows. **There have been no changes since the previous budget status report.**

CLASSROOM TEACHERS

- The positive variance of \$828,000 from the previous budget status report remains unchanged based on a straight-line projection to year-end of additional grants that have been allocated and actual expenditures that have been experienced to date as offset by Ministry grants.
- A further expenditure reduction in the amount of \$110,000 had previously been projected based on the consolidation of 11 sections at the secondary school level commencing in the second semester.
- Therefore, the total positive variance of \$938,000 in this category remains unchanged from the previous budget status report

SUPPLY TEACHERS

- The negative variance of \$1,982,000 from the previous budget status report remains unchanged based on a straight-line projection to year-end of actual expenditures that have been experienced to date.
- The expenditure reduction in the amount of \$200,000 remains unchanged from the previous budget status report, based on the development of revised provisions for the deployment of supply teachers.
- Therefore, the total negative variance of \$1,782,000 in this category remains unchanged from the previous budget status report.

TEACHER ASSISTANTS

- The negative variance of \$353,000 in this category remains unchanged from the previous budget status report based on a straight-line projection to year-end of actual expenditures that have been experienced to date.

TEXTBOOKS AND CLASSROOM SUPPLIES

- The positive variance of \$554,000 in this category remains unchanged from the previous budget status report based on a straight-line projection to year-end of additional grants that have been allocated and actual expenditures that have been experienced to date.

PROFESSIONALS & PARAPROFESSIONALS

- The negative variance of \$200,000 in this category remains unchanged from the previous budget status report based on a straight-line projection to year-end of actual expenditures that have been experienced to date.

LIBRARY AND GUIDANCE

- The negative variance of \$219,000 in this category remains unchanged from the previous budget status report based on a straight-line projection to year-end of actual expenditures that have been experienced to date.

STAFF DEVELOPMENT

- The negative variance of \$17,000 in this category remains unchanged from the previous budget status report based on a straight-line projection to year-end of actual expenditures that have been experienced to date.

DEPARTMENT HEADS

- The negative variance of \$122,000 in this category remains unchanged from the previous budget status report based on a straight-line projection to year-end of actual expenditures that have been experienced to date.

PRINCIPALS AND VICE-PRINCIPALS

- The positive variance of \$396,000 in this category remains unchanged from the previous budget status report based on a straight-line projection to year-end of additional grant revenues that have been announced and actual expenditures that have been experienced to date.

SCHOOL OFFICE

- The positive variance of \$17,000 in this category remains unchanged from the previous budget status report based on a straight-line projection to year-end of actual expenditures that have been experienced to date.

CONSULTANTS

- The positive variance of \$131,000 in this category remains unchanged from the previous budget status report based on a straight-line projection to year-end of actual expenditures that have been experienced to date.

ADMINISTRATION

- The positive variance of \$53,000 in this category remains unchanged from the previous budget status report based on a straight-line projection to year-end of actual expenditures that have been experienced to date.

SCHOOL OPERATIONS AND MAINTENANCE

- The negative variance of \$300,000 remains unchanged from the previous budget status report for snow removal.
- The negative variance of \$70,000 remains unchanged from the previous budget status report for Windsor Utilities Commission water rates due to the unexpected increase in rates announced in 2007 after the budget was set.

- The negative variance of \$93,000 from the previous budget status report on all other items in this category remains unchanged based on a straight-line projection to year-end of actual expenditures that have been experienced to date.
- The positive variance of \$125,000 remains unchanged from the previous budget status report for the final instalment of the grant from Natural Resources Canada for previous energy retrofit projects.
- The total negative variance of \$338,000 in this category remains unchanged from the previous budget status report.

CONTINUING EDUCATION

- The negative variance of \$94,000 in this category remains unchanged from the previous budget status report based on a straight-line projection to year-end of actual expenditures that have been experienced to date.

TRANSPORTATION

- The positive variance of \$273,000 in this category remains unchanged from the previous budget status report based on a straight-line projection to year-end of additional grant revenues that have been allocated and actual expenditures that have been experienced to date.

RENEWAL

- The positive variance of \$530,000 remains unchanged from the previous budget status report by deferring two roofing projects from the capital renewal budget, St. Gabriel at \$375,000 and St. William at \$155,000, in order to offset the projected negative variance in the School Operations and Maintenance category.

NOTES

- Since overtime is included in a number of categories, the overtime reduction approved by the Board has been shown separately at the bottom of the attached table. The allocation of the overtime budget reduction has not been made to specific categories. Therefore, the overtime reduction is being shown as a \$50,000 negative variance to better reflect the impact on the projections to year-end.
- The reduction in miscellaneous accounts approved by the Board has also been shown separately at the bottom of the attached table. The allocation of this reduction has not been made to specific categories. Therefore, the reduction in miscellaneous accounts is being shown as a \$275,000 negative variance to better reflect the impact on the projections to year-end.

SUMMARY

- **The projection of the entire Board budget to year-end remains unchanged from the previous budget status report at a negative variance of \$592,000.**
-



1325 California Avenue
Windsor, ON N9B 3Y6
CHAIRPERSON: John Macri
DIRECTOR OF EDUCATION: Joseph Berthiaume

Meeting Date:
September 23, 2008

BOARD REPORT

Public **In-Camera**
PRESENTED FOR: Information Approval
PRESENTED BY: Senior Administration
SUBMITTED BY: Joseph Berthiaume, Director of Education
 Cathy Geml, Superintendent of Education
SUBJECT: **2008 FALL MUSKOKA WOODS LEADERSHIP EXPERIENCE**

RECOMMENDATION:

That the Board approve the *2008 Fall Muskoka Woods Leadership Experience* field trip.

SYNOPSIS: This report seeks Board approval to conduct the 2008 Fall Muskoka Leadership Experience at the Muskoka Woods Sports Resort. Two four-day sessions, planned to run from October 14 to October 20, will provide students an opportunity to develop leadership skills through physical challenges and recreation.

BACKGROUND COMMENTS: This trip is in relation to the students' program/courses. The curriculum connections are provided in the attachment: Muskoka Woods Leadership Experience (MWLE) Ontario Curriculum Connections.

The focus of the experience will be on the development of life skills such as leadership, communication, environmental and self-awareness, cooperation, self-confidence, self-esteem and effective decision-making.

The objectives of the program include:

- Promote the awareness and importance of youth participation in outdoor recreational activities (Healthy Active Living)
- Provide our students with the opportunity for leadership training and the development of cooperative skills (teamwork)
- Provide our students with the opportunity for personal growth and confidence through recreational activities
- Create a Christian environment that is supportive, encouraging and that challenges students and staff to "do their best"

The 2008 Fall Muskoka Woods Leadership Experience will accommodate 17 elementary schools and 8 secondary schools with a total of approximately 1000 students. The ratio of supervision is approximately 10 students per supervisor.

The adequacy of the supervision for the students participating in this learning experience has been reviewed by the Superintendent of Education to ensure compliance with the criteria set out in Board Policy SC:04 Field Trips.

2008 Fall Muskoka Woods Leadership Experience Staff Community

- Muskoka Woods Staff
- WECDSB Teaching and Support Staff
- Cardinal Carter Secondary Leadership Students
- Assumption Secondary Leadership Students
- F. J. Brennan Secondary Leadership Students
- Catholic Central Secondary Leadership Students
- Holy Names Secondary Leadership Students
- St. Anne Secondary Leadership Students
- St. Joseph’s Secondary Leadership Students
- St. Thomas of Villanova Secondary Leadership Students
- Father Jim Roche
- Windsor Paramedic Bike Patrol Association
- University of Windsor Students/ Faculty of Education

FINANCIAL IMPACT:

The total cost which includes accommodations, meals, program fees and transportation are as follows:

Elementary Student:	\$385.00
Secondary Student:	\$250.00
Teaching Staff & University Students:	\$140.00

TIMELINES:

Secondary Schools Leadership Community (October 13 to October 20, 2008)

Cardinal Carter, Assumption College High School, F. J. Brennan, Catholic Central, Holy Names, St. Anne, St. Joseph’s and St. Thomas of Villanova

1st Session (October 14 to October 17, 2008)

St. Christopher, St. William, St. Jules, St. Alexander, St. Peter, St. Gregory, St. Rose, St. Gabriel

2nd Session (October 17 to October 20, 2008)

St. Pius X, St. Maria Goretti, H. J. Lassaline, St. Bernard (A), Sacred Heart, Our Lady of Annunciation, St. John the Baptist, St. Mary, St. James

APPENDICES:

- Letter from the Muskoka Woods Leadership Experience Organizing Team, dated September 8, 2008
- Muskoka Woods Leadership Experience (MWLE) Ontario Curriculum Connections
- Typical Daily Itinerary and “Bottom Line” Information Sheet

REPORT REVIEWED BY:

<input checked="" type="checkbox"/> EXECUTIVE COUNCIL	Review Date:	September 15, 2008
<input checked="" type="checkbox"/> SUPERINTENDENT	Approval Date:	September 16, 2008
<input checked="" type="checkbox"/> DIRECTOR OF EDUCATION:	Approval Date:	September 17, 2008



September 8, 2008

Dear Mr. Berthiaume:

We are writing on behalf of the attached list of schools for permission to attend the Muskoka Woods Sports Resort. Our objectives include:

- promote the awareness and importance of youth participation in outdoor recreational activities
- provide our students with the opportunity for leadership training and the development of cooperative skills (teamwork)
- provide our students with the opportunity for personal growth and confidence through recreational activities
- create a Catholic Christian environment that is supportive, encouraging and that challenges students and staff to 'do their best'

This fall we are pleased to accommodate 17 elementary schools and 8 secondary schools with a total of approximately 1,000 students. Please find attached our Muskoka Woods Leadership Experience package and the *Request for Approval of Field Trip Forms* from the interested schools.

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,

The Team
Paul Picard
Cathy Geml
Therese Barichello
Steve Freeman
Jim McMahon
Gregory Peck

Our Muskoka Community #1

Tuesday, October 14th to Friday, October 17th

St. Christopher
St. William
St. Jules
St. Alexander
St. Peter
St. Gregory
St. Rose
St. Gabriel

Our Muskoka Community #2

Friday, October 17th to Monday, October 20th

St. Pius
St. Maria Goretti
H.J. Lassaline
St. Bernard (A)
Sacred Heart
Our Lady of Annunciation
St. John the Baptist
St. Mary
St. James

Our Muskoka Staff Community

Monday, October 13th to Monday, October 20th

Muskoka Woods Staff
WECDSB Teaching Staff
St. Joseph's Secondary Leadership Students
Assumption Secondary Leadership Students
F.J. Brennan Secondary Leadership Students
Holy Names Secondary Leadership Students
St. Thomas of Villanova Secondary Leadership Students
St. Anne's Secondary Leadership Students
Catholic Central Secondary Leadership Students
Cardinal Carter Secondary Leadership Students
Father Jim Roche
Windsor Paramedic Bike Patrol Association
University of Windsor Students/Faculty of Education

Bottom Line

Elementary Students - 3 nights/4 days

Accommodations, meals and program fees per student	\$295.00
Transportation via highway coach	\$90.00
Total cost per student	\$385.00

Secondary Students – 7 nights/8 days

Accommodations, meals and program fees per student	\$160.00
Transportation via highway coach	\$90.00
Total cost per student	\$250.00

Teaching Staff

Accommodations, meals and fun	\$50.00
Transportation via highway coach	\$90.00
Total cost per staff/University students	\$140.00

Muskoka Woods Leadership Experience (MWLE) Ontario Curriculum Connections

Health & Physical Education Ontario Curriculum

Physical Activity – the MWLE experience is designed to help students learn how to participate in a wide variety of activities, while developing the personal movement proficiency necessary to enjoy life fully.

Active Living – the MWLE focuses on active participation, physical fitness, and safety. It addresses the knowledge and skills related to lifelong participation in a variety of sport and recreation activities.

Living Skills – the MWLE helps students develop a positive “sense of self”, as well as effective decision making, conflict resolution, communication, and interpersonal skills.

Choices Into Action: Guidance and Career Education Program Policy for Ontario Elementary and Secondary Schools

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

The MWLE is designed to develop leadership & cooperative skills in order to be successful in the twenty-first century.

- 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 ‘Catholic Christian’ setting.

A Muskoka Day



- 6:00 a.m. Fresh air BUGLE Wake-Up/grooming/cabin cleaning and inspection
- 8:00 a.m. Prayer, hearty breakfast & morning announcements
- 9:00 a.m. Activity period #1
- 10:00 a.m. Activity period #2
- 11:00 a.m. Activity period #3
- 12:00 p.m. Activity period #4
- 1:00 p.m. Prayer, lunch & afternoon announcements
- 2:00 p.m. Activity period #5
- 3:00 p.m. Activity period #6
- 4:00 p.m. Activity period #7
- 5:00 p.m. Activity period #8
- 6:00 p.m. Prayer, dinner & evening announcements
- 7:30 p.m. Evening program
- 9:30 p.m. **HOMEWORK** & snack
- 11:00 p.m. Lights out!!!



1325 California Avenue
 Windsor, ON N9B 3Y6
 CHAIRPERSON: John Macri
 DIRECTOR OF EDUCATION: Joseph Berthiaume

Meeting Date:
 September 23, 2008

BOARD REPORT

Public **In-Camera**
PRESENTED FOR: Information Approval
PRESENTED BY: Senior Administration
SUBMITTED BY: Joseph Berthiaume, Director of Education
 Linda Staudt, Superintendent of Education
SUBJECT: **MUSKOKA WOODS SECONDARY LEADERSHIP EXPERIENCE**

RECOMMENDATION:

That the Board approve the Muskoka Woods Secondary Leadership Experience field trip of November 3 – November 7, 2008 for the following secondary schools:

Assumption College Catholic High School, F.J. Brennan Catholic High School, Cardinal Carter Catholic Secondary School, Catholic Central High School, Holy Names Catholic High School, St. Anne Catholic High School, St. Joseph’s Catholic High School, St. Michael’s Alternative High School and St. Thomas of Villanova Catholic Secondary School.

SYNOPSIS:

This experience provides students an opportunity to develop their leadership skills through physical challenges and recreation. The focus of the experience will be on the development of life skills such as leadership, communication, environmental and self-awareness, cooperation, self-confidence, self-esteem and effective decision making.

BACKGROUND COMMENTS:

This leadership experience is in relation to the students’ program and addresses the fourth Pillar of the Ministry Student Success Initiative: Community, Culture and Caring.

FINANCIAL IMPACT:

None

TIMELINES:

- Monday, November 3 through Friday, November 7, 2008.

APPENDICES:

- Muskoka Woods Secondary Leadership Itinerary
- Requests for Approval of Field Trip – SC:04 Form A

REPORT REVIEWED BY:

- EXECUTIVE COUNCIL
- SUPERINTENDENT
- DIRECTOR OF EDUCATION:

Review Date: September 15, 2008

Approval Date: September 16, 2008

Approval Date: September 17, 2008

Muskoka Woods Youth of Promise 2008 Program
--

Day 1

11:30	Arrive and drop luggage in cabins
12:00	Lunch Grace Dining Room Etiquette
12:45 - 1:00	Orientation Tour of Muskoka Woods
1:00 - 2:30	Rotation #1
2:30-3:30	Rotation #2
3:30 - 4:00	Cabins Dress for hike Water bottle and flashlight needed
4:00 - 5:00	Sunset Hike to Echo Lake Prayer service at top Return to cabins-Freshen up for dinner
6:00 - 7:00	Dinner Grace Dinner activity
7:00 - 8:00	Evening Program-Part 1 (A Frame) Slide Show Muskoka Guest Speaker Prayer Meditation
9:00 - 9:15	Snack
9:15 - 10:15	Debriefing with School Group
10:15 - 11:00	Ready for Bed Lights Out at 11:00!

Day 2

7:00 am	Wake Up!
8:00 – 8:45	Breakfast Grace
8:45 – 12:45	Rotation 1 Activities
12:45 – 1:30	Lunch Grace
1:30 – 5:30	Rotation 2 Activities
5:30 – 6:00	Cabin Time Freshen up for evening activities and dinner
6:00 – 7:00	Dinner Grace Dinner Activities
7:00 – 8:00	Mass - A Frame
8:00 – 9:00	Entertainment
9:00 – 9:15	Presentation to Muskoka Woods
9:15- 9:45	Slide Show
9:45 – 10:15	Snack
10:15 – 11:00	Cabin Time Pack for the next day! Cabin activities- letter writing
11:00	Lights Out!

Day 3

7:00 – 8:00	Wake Up! Pack and clean cabin Cabin Inspection
8:00 – 9:00	Breakfast Grace, Final Thank Yous, 3 Positives and a Wish
9:00 – 10:30	School Debriefing Time Pictures
10:30 – 11:00	Board Busses for Home

YOU DON'T HAVE TO BE THE BEST,

JUST DO YOUR BEST!!!

MUSKOKA SPIRIT!!!!

Printed by:

September 16, 2008 11:47:35 AM

Title: **Muskoka Woods Secondary Leadership Experience : Windsor-Essex CDSB**

Page 1

**Windsor-Essex Catholic District School Board Field Trip Approval Form**

September 16, 2008 9:33:33 AM

SC:04 Form A 2008 v.1

▼ Subject: Muskoka Woods Secondary Leade...

From: **Celeste DiPonio**To: **Debi Steffens** **Kathy Furlong**

Teacher: Kevin Roberts School: Assumption College Catholic High S...

Destination Name: Muskoka Woods Sports Resort Name of Carrier: Erie

Mode of Transportation: Highway Coach Travel Company Involved:

Departure Date: Nov 5, 2008 Return Date: Nov 7, 2008

Time of Departure from School: 5am Approximate Time of Return to School: 4pm

Number of Male Students: 20 Number of Female Students: 15

Total Cost Per Student: \$78.93 Personal Cost Per Student: \$50

Grade of Students: 11 and 12 Number of Supervisors: Male: 2 Female: 2

Purpose of Trip/Excursion: Leadership Training/Recreation/Personal Growth

Relationship to Students' Program/Course: *Maximum 200 characters.*

Cross-Curricular - Health and Physical Education/Religion/English/Arts

Pre-Trip/Excursion Preparation(s) by Students: *Maximum 200 characters.*

Leadership lessons/Itinerary Organization

Follow-up Activities Planned: *Maximum 200 characters.*

School leadership initiatives will occur once a month throughout the school year

If activity is occurring over a weekend Indicate plans for students to attend a eucharistic celebration:

Fr. Jim Roche will celebrate the Eucharist

Date Submitted: Sep 12, 2008 Teacher: Kevin RobertsApproval Date: Sep 12, 2008 Principal: Sherrilynn Colley-VeghApproval Date: Sep 15, 2008 Superintendent: Linda StaudtApproval Date: Trustee (per SO):

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

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip/excursion. 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, 2000.

Muskoka Wood

September 16, 2008 11:45:47 AM

Title: **Muskoka Woods Secondary Leadership Experience : Windsor-Essex CDSB**

Page 1



Windsor-Essex Catholic District School Board Field Trip Approval Form

September 16, 2008 9:23:00 AM

SC:04 Form A 2008 v.1

Subject: Muskoka Woods Secondary Leade...

From: Celeste DiPonio

To: Debi Steffens

Kathy Furlong

Teacher: Rick Gori School: Cardinal Carter Secondary School

Destination Name: Muskoka Woods Sports Resort Name of Carrier: Erie

Mode of Transportation: Highway Coach Travel Company Involved:

Departure Date: Nov 3, 2008 Return Date: Nov 5, 2008

Time of Departure from School: 6am Approximate Time of Return to School: 5pm

Number of Male Students: 8 Number of Female Students: 8

Total Cost Per Student: \$78.93 Personal Cost Per Student: \$50.00

Grade of Students: 11 and 12 Number of Supervisors: Male: 1 Female: 1

Purpose of Trip/Excursion: Leadership Training/Recreation/Personal Growth

Relationship to Students' Program/Course: *Maximum 200 characters.*

Cross Curricular - Health & Physical Education/Religion/English/Arts

Pre-Trip/Excursion Preparation(s) by Students: *Maximum 200 characters.*

Leadership Lessons/Itinerary Organization

Follow-up Activities Planned: *Maximum 200 characters.*

School leadership initiatives will occur once a month for the school year

If activity is occurring over a weekend Indicate plans for students to attend a eucharistic celebration:

Fr. Jim Roche will celebrate the Eucharist

Date Submitted: Sep 12, 2008 Teacher: Rick Gori

Approval Date: Sep 12, 2008 Principal: Leo Clarke

Approval Date: Sep 15, 2008 Superintendent: Linda Staudt

Approval Date: Trustee (per SO):

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

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip/excursion. 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, 2000.



Windsor-Essex Catholic District School Board Field Trip Approval Form

September 16, 2008 9:14:39 AM

SC:04 Form A 2008 v.1

Subject: Muskoka Woods Secondary Leade...

From: Celeste DiPonio

To: Debi Steffens

Kathy Furlong

Teacher: Stephanie Houlahan School: Catholic Central High School

Destination Name: Muskoka Woods Sports Resort Name of Carrier: Erie

Mode of Transportation: Highway Coach Travel Company Involved:

Departure Date: Nov 5, 2008 Return Date: Nov 7, 2008

Time of Departure from School: 5am Approximate Time of Return to School: 4pm

Number of Male Students: 20 Number of Female Students: 15

Total Cost Per Student: \$78.93 Personal Cost Per Student: \$50.00

Grade of Students: 11 and 12 Number of Supervisors: Male: 2 Female: 2

Purpose of Trip/Excursion: Leadership Training/Recreation/Personal Growth

Relationship to Students' Program/Course: *Maximum 200 characters.*

Cross Curricular - Health and Physical Education/Religion/English/Arts

Pre-Trip/Excursion Preparation(s) by Students: *Maximum 200 characters.*

Leadership lessons/Itinerary Organization

Follow-up Activities Planned: *Maximum 200 characters.*

School leadership initiatives will occur each month throughout the school year

If activity is occurring over a weekend Indicate plans for students to attend a eucharistic celebration:

Fr. Jim Roche will celebrate the Eucharist

Date Submitted: Sep 12, 2008 Teacher: Stephanie Houlahan

Approval Date: Sep 12, 2008 Principal: Darlene Kennedy

Approval Date: Sep 15, 2008 Superintendent: Linda Staudt

Approval Date: Trustee (per SO):

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

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip/excursion. 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, 2000.

9/16/2008 9

Tuesday, September 16, 2008 9:25:10 AM

Title: **Muskoka Woods Secondary Leadership Experience : Windsor-Essex CDSB**

Page 1



Windsor-Essex Catholic District School Board Field Trip Approval Form

SC:04 Form A 2008 v.1

Send

▼ Subject: Muskoka Woods Secondary Leade...
To:  **Debi Steffens**

From:  **Celeste DiPonio**
Kathy Furlong

Teacher:	<input type="text" value="Amy Facchineri"/>	School:	<input type="text" value="F.J. Brennan Catholic High School"/>
Destination Name:	<input type="text" value="Muskoka Woods Sports Resort"/>	Name of Carrier:	<input type="text" value="Erie"/>
Mode of Transportation:	<input type="text" value="Highway Coach"/>	Travel Company Involved:	<input type="text"/>
Departure Date:	<input type="text" value="Mon, Nov 03, 2008"/>	Return Date:	<input type="text" value="Wed, Nov 05, 2008"/>
Time of Departure from School:	<input type="text" value="6am"/>	Approximate Time of Return to School:	<input type="text" value="5pm"/>
Number of Male Students:	<input type="text" value="8"/>	Number of Female Students:	<input type="text" value="8"/>
Total Cost Per Student:	<input type="text" value="\$78.93"/>	Personal Cost Per Student:	<input type="text" value="\$50.00"/>
Grade of Students:	<input type="text" value="11 and 12"/>	Number of Supervisors: Male:	<input type="text" value="1"/>
		Female:	<input type="text" value="1"/>
Purpose of Trip/Excursion:	<input type="text" value="Leadership Training/Recreation/Personal Growth"/>		

Relationship to Students' Program/Course: Maximum 200 characters.

Cross Curricular - Health & Physical Education/Religion/English/Arts

Pre-Trip/Excursion Preparation(s) by Students: Maximum 200 characters.

Leadership Lessons/Itinerary Organization

Follow-up Activities Planned: Maximum 200 characters.

School leadership initiatives will occur each month throughout the school year

If activity is occurring over a weekend Indicate plans for students to attend a eucharistic celebration:

Fr. Jim Roche will celebrate the Eucharist

Date Submitted:	<input type="text" value="Fri, Sep 12, 2008"/>	Teacher:	<input type="text" value="Amy Facchineri"/>
Approval Date:	<input type="text" value="Fri, Sep 12, 2008"/>	Principal:	<input type="text" value="Denise Deziel"/>
Approval Date:	<input type="text" value="Mon, Sep 15, 2008"/>	Superintendent:	<input type="text" value="Linda Staudt"/>
Approval Date:	<input type="text"/>	Trustee (per SO):	<input type="text"/>

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

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip/excursion. 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, 2000.

Printed by:

September 16, 2008 11:46:02 AM

Title: **Muskoka Woods Secondary Leadership Experience : Windsor-Essex CDSB**

Page 1



Windsor-Essex Catholic District School Board Field Trip Approval Form

September 16, 2008 9:26:24 AM

SC:04 Form A 2008 v.1

▼ Subject: Muskoka Woods Secondary Leade...

From: **Celeste DiPonio**

To: **Debi Steffens**

Kathy Furlong

Teacher: Kim Gilbert School: Holy Names Catholic High School

Destination Name: Muskoka Woods Sports Resort Name of Carrier: Erie

Mode of Transportation: Highway Coach Travel Company Involved:

Departure Date: Nov 3, 2008 Return Date: Nov 5, 2008

Time of Departure from School: 6am Approximate Time of Return to School: 5pm

Number of Male Students: 8 Number of Female Students: 8

Total Cost Per Student: \$78.93 Personal Cost Per Student: \$50.00

Grade of Students: 11 and 12 Number of Supervisors: Male: 1 Female: 1

Purpose of Trip/Excursion: Leadership Training/Recreation/Personal Growth

Relationship to Students' Program/Course: *Maximum 200 characters.*

Cross Curricular - Health & Physical Education/Religion/English/Arts

Pre-Trip/Excursion Preparation(s) by Students: *Maximum 200 characters.*

Leadership Lessons/Itinerary Organization

Follow-up Activities Planned: *Maximum 200 characters.*

School leadership activities will occur each month throughout the school year

If activity is occurring over a weekend Indicate plans for students to attend a eucharistic celebration:

Fr. Jim Roche will celebrate the Eucharist

Date Submitted: Sep 12, 2008 Teacher: Kim Gilbert

Approval Date: Sep 12, 2008 Principal: Jim Minello

Approval Date: Sep 15, 2008 Superintendent: Linda Staudt

Approval Date: Trustee (per SO):

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

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip/excursion. 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, 2000.

Printed by:

September 16, 2008 11:46:25 AM

Title: **Muskoka Woods Secondary Leadership Experience : Windsor-Essex CDSB**

Page 1

**Windsor-Essex Catholic District School Board Field Trip Approval Form**

September 16, 2008 9:27:39 AM

SC:04 Form A 2008 v.1

▼ Subject: Muskoka Woods Secondary Leade...

From: **Celeste DiPonio**To: **Debi Steffens** **Kathy Furlong**

Teacher: Barb Carlton

School: St. Anne Catholic High School

Destination Name: Muskoka Woods Sports Resort

Name of Carrier: Erie

Mode of Transportation: Highway Coach

Travel Company Involved:

Departure Date: Nov 3, 2008



Return Date: Nov 5, 2008



Time of Departure from School: 6am

Approximate Time of Return to School: 5pm

Number of Male Students: 8

Number of Female Students: 8

Total Cost Per Student: \$78.93

Personal Cost Per Student: \$50.00

Grade of Students: 11 and 12

Number of Supervisors: Male: 1 Female: 1

Purpose of Trip/Excursion: Leadership Training/Recreation/Personal Growth

Relationship to Students' Program/Course: *Maximum 200 characters.*

Cross Curricular - Health & Physical Education/Religion/English/Arts

Pre-Trip/Excursion Preparation(s) by Students: *Maximum 200 characters.*

Leadership Lessons/Itinerary Organization

Follow-up Activities Planned: *Maximum 200 characters.*

School leadership initiatives will occur each month throughout the school year

If activity is occurring over a weekend Indicate plans for students to attend a eucharistic celebration:

Fr. Jim Roche will celebrate the Eucharist

Date Submitted: Sep 12, 2008



Teacher: Barb Carlton

Approval Date: Sep 12, 2008



Principal: John Byrne

Approval Date: Sep 15, 2008



Superintendent: Linda Staudt

Approval Date:



Trustee (per SO):

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

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip/excursion. 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, 2000.



Windsor-Essex Catholic District School Board Field Trip Approval Form

September 16, 2008 9:28:59 AM

SC:04 Form A 2008 v.1

▼ Subject: Muskoka Woods Secondary Leade...

From: **Celeste DiPonio**

To: **Debi Steffens**

Kathy Furlong

Teacher: Bernard Howes School: St. Joseph Catholic High School

Destination Name: Muskoka Woods Sports Resort Name of Carrier: Erie

Mode of Transportation: Highway Coach Travel Company Involved:

Departure Date: Nov 3, 2008 Return Date: Nov 5, 2008

Time of Departure from School: 6am Approximate Time of Return to School: 5pm

Number of Male Students: 8 Number of Female Students: 8

Total Cost Per Student: \$78.93 Personal Cost Per Student: \$50.00

Grade of Students: 11 and 12 Number of Supervisors: Male: 1 Female: 1

Purpose of Trip/Excursion: Leadership Training/Recreation/Personal Growth

Relationship to Students' Program/Course: *Maximum 200 characters.*

Cross Curricular - Health & Physical Education/Religion/English/Arts

Pre-Trip/Excursion Preparation(s) by Students: *Maximum 200 characters.*

Leadership Lessons/Itinerary Organization

Follow-up Activities Planned: *Maximum 200 characters.*

School leadership initiatives that will occur each month throughout the school year

If activity is occurring over a weekend Indicate plans for students to attend a eucharistic celebration:

Fr. Jim Roche will celebrate the Eucharist

Date Submitted: Sep 12, 2008 Teacher: Bernard Howes

Approval Date: Sep 12, 2008 Principal: Michael Seguin

Approval Date: Sep 15, 2008 Superintendent: Linda Staudt

Approval Date: Trustee (per SO):

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

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip/excursion. 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, 2000.

Printed by:

September 16, 2008 11:45:14 AM

Title: **Muskoka Woods Secondary Leadership Experience : Windsor-Essex CDSB**

Page 1



Windsor-Essex Catholic District School Board Field Trip Approval Form

September 16, 2008 9:21:33 AM

SC:04 Form A 2008 v.1

Send

▼ Subject: Muskoka Woods Secondary Leade...

From: **Celeste DiPonio**
Kathy Furlong

To: **Debi Steffens**

Teacher: Rhonda Bentley, John Laporte School: St. Michael Victoria and Essex Cam...

Destination Name: Muskoka Woods Sports Resort Name of Carrier: Erie

Mode of Transportation: Highway Coach Travel Company Involved:

Departure Date: Nov 5, 2008 Return Date: Nov 7, 2008

Time of Departure from School: 5am Approximate Time of Return to School: 4pm

Number of Male Students: 5 Number of Female Students: 5

Total Cost Per Student: \$78.93 Personal Cost Per Student: \$50.00

Grade of Students: 11 and 12 Number of Supervisors: Male: 1 Female: 1

Purpose of Trip/Excursion: Leadership Training/Recreation/Personal Growth

Relationship to Students' Program/Course: *Maximum 200 characters.*

Cross Curricular - Health and Physical Education/Religion/English/Arts

Pre-Trip/Excursion Preparation(s) by Students: *Maximum 200 characters.*

Leadership Lessons/Itinerary Organization

Follow-up Activities Planned: *Maximum 200 characters.*

School leadership initiatives will occur each month throughout the school year

If activity is occurring over a weekend Indicate plans for students to attend a eucharistic celebration:

Fr. Jim Roche will celebrate the Eucharist

Date Submitted: Sep 12, 2008 Teacher: Rhonda Bentley, John L...

Approval Date: Sep 12, 2008 Principal: Ron Donalson

Approval Date: Sep 15, 2008 Superintendent: Linda Staudt

Approval Date: Trustee (per SO):

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

Send signed form to School Superintendent, school should retain a copy, Superintendent will return copy upon approval of trip/excursion. 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, 2000.



1325 California Avenue
 Windsor, ON N9B 3Y6
 CHAIRPERSON: John Macri
 DIRECTOR OF EDUCATION: Joseph Berthiaume

Meeting Date:
 September 23, 2008

BOARD REPORT

Public **In-Camera**

PRESENTED FOR: Information Approval

PRESENTED BY: Senior Administration

SUBMITTED BY: Joseph Berthiaume, Director of Education

SUBJECT: **ONTARIO CATHOLIC SCHOOL TRUSTEES' ASSOCIATION (OCSTA) 2008-09 MEMBERSHIP FEES**

RECOMMENDATION:

That the Board renew its annual membership fees with the Ontario Catholic School Trustees' Association (OCSTA) and that payment be processed for the OCSTA invoice dated September 1, 2008.

SYNOPSIS: The Board's annual membership fees for the Ontario Catholic School Trustees' Association (OCSTA) are due in the fall of each school year.

BACKGROUND COMMENTS: The Ontario Catholic School Trustees' Association (OCSTA) services to member boards include: government relations, political advocacy, labour relations and communications services. Last year's membership fees were \$77,424.00 based on the 2006-07 enrolment figure of 25,350. This year's membership fee of \$75,794.00 follows the same formula as last year based on the 2007-08 enrolment figure of 24,631.

FINANCIAL IMPACT: Monies are available within the approved budget lines.

TIMELINES: Payment is due upon receipt of invoice.

APPENDICES:

- None.

REPORT REVIEWED BY:

<input checked="" type="checkbox"/> EXECUTIVE COUNCIL	Review Date: September 15, 2008
<input type="checkbox"/> SUPERINTENDENT	Approval Date: --
<input checked="" type="checkbox"/> DIRECTOR OF EDUCATION:	Approval Date: September 17, 2008