



**REGULAR BOARD MEETING
Tuesday, January 27, 2009 at 7:00 p.m.
Windsor Essex Catholic Education Centre
John Paul II Boardroom**

AGENDA

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

Page #

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, January 13, 2009 --
 - ii) Minutes of Regular Meeting, January 13, 2009 1 - 6
 - b. Items from the Re-Convened In-Camera Meeting of January 13, 2009 and the In-Camera Meeting of January 27, 2009 --

10. Communications:
 - a. External (Associations, OCSTA, Ministry):
 - i) Verbal Report: Ontario Catholic Schools Trustees' Association (OCSTA) Chairs, Vice-Chair and Director's Seminar (F. Alexander/J. Berthiaume) --
 - ii) Memorandum from the Ontario Catholic Schools Trustees' Association (OCSTA), dated January 15, 2009 re OCSTA Labour Relations Seminar 7 - 8
 - b. Internal (Reports from Administration):
 - i) Report: Administrative Staff Report (P. Picard) 9 - 10
 - ii) Report: 2008 - 09 Revised Estimates (M. Iatonna) 11 - 12
 - iii) Report: Trustee Attendance July – December 2008 (J. Berthiaume) 13 - 14

11. Unfinished Business: Nil.

12. New Business:
 - a. Field Trips:
 - i) F. J. Brennan Catholic High School - Quebec City (L. Staudt) 15 - 18
 - ii) Assumption College Catholic High School - Cedar Point (L. Staudt) 19 - 21
 - iii) St. Joseph's Catholic High School - Kalamazoo, Michigan (L. Staudt) 22 - 25
 - b. Report: Ad Hoc Elementary French Immersion Study Committee - Final Report (C. Geml) 26 - 29

13. Committee Reports:
 - a. Report: Audit Committee Meeting of January 7, 2009 (M. Iatonna) 30 - 32
 - b. Report: Special Education Advisory Committee Meeting of December 11, 2008 (C. Geml) 33 - 36

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, February 10, 2009
 - Tuesday, February 24, 2009
 - Tuesday, March 10, 2009
 - Tuesday, March 31, 2009
 - Tuesday, April 14, 2009
 - Tuesday, April 28, 2009
 - Tuesday, May 12, 2009
 - Tuesday, May 26, 2009
 - Tuesday, June 9, 2009
 - **Monday**, June 22, 2009
20. Closing Prayer
21. Adjournment

Fred Alexander
Board Chairperson

Joseph Berthiaume
Director of Education & Secretary-Treasurer



**WINDSOR-ESSEX CATHOLIC
DISTRICT SCHOOL BOARD**

OFFICE OF THE DIRECTOR

Telephone: (519) 253-2481 FAX: (519) 253-4819

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

January 26, 2009

Shaun Fuerth
St. Mary Catholic School Advisory Council Member
12096 County Road #34
Maidstone, ON N0R 1K0

BY E-MAIL: _____@_____

Dear Mr. Fuerth:

Re: Request to Appear as a Delegation at the January 27, 2009 Board Meeting

This letter acknowledges your correspondence dated January 26, 2009 requesting an opportunity to appear as a delegation at the January 27, 2009 Regular meeting of the Windsor-Essex Catholic District School Board.

Please be advised that your request has been granted. The public session begins at 7:00 p.m. in the Board Room at the Windsor Essex Catholic Education Centre located at 1325 California Avenue, Windsor.

Your correspondence indicated that in addition to yourself, Roger B., CSAC Vice-Chair, and Christine Z., St. Mary School parent, will be present to speak on the recommendations of the Ad Hoc County French Immersion Committee.




In accordance with the Board By-Laws, the delegation will have **up to ten minutes to make the presentation**, which shall be limited to the nature of the petition.

The Executive Assistant to the Board will be contacting you in order to finalize arrangements for that evening.


Sincerely,



Joseph Berthiaume
Director of Education


cc: Fred Alexander, Board Chairperson
Trustees

From:  "Shaun Fuerth" <____@____> January 26, 2009 9:32:08 AM  

Subject: Request to appear as delegation January 27th, 2009

To:  **Joseph Berthiaume**

Cc:  @  <@>

Attachments:  Attach0.html 7K

Good Morning Mr. Berthiaume,

After reviewing the report for agenda item 12(b) regarding French Immersion at St. Mary Maidstone and on behalf of the St. Mary's C.S.A.C., I would respectfully request to appear as a delegation before the board of trustees tomorrow night to present our views on this proposal.

Presenters will be Roger B., C.S.A.C. vice chair, Christine Z. – St. Mary's Parent, and myself.

In speaking with D Steffens this morning I have confirmed a power point presentation will follow by way of email later this evening.

I can be reached by cellular phone or if unable to reach me there my office number

Thank you in advance for your assistance in this manner.

Shaun Fuerth





**WINDSOR-ESSEX CATHOLIC
DISTRICT SCHOOL BOARD**

OFFICE OF THE DIRECTOR

Telephone: (519) 253-2481 FAX: (519) 253-4819

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

January 27, 2009

Terry Marentette
St. Mary Catholic School Parent
12096 County Road #34
Maidstone, ON N0R 1K0

BY E-MAIL:

Dear Mr. Marentette:

Re: Request to Appear as a Delegation at the January 27, 2009 Board Meeting

This letter acknowledges your telephone call of January 26, 2009 requesting an opportunity to appear as a delegation at the January 27, 2009 Regular meeting of the Windsor-Essex Catholic District School Board.

Please be advised that your request has been granted. The public session begins at 7:00 p.m. in the Board Room at the Windsor Essex Catholic Education Centre located at 1325 California Avenue, Windsor.

You indicated you will be present to speak on the recommendations of the Ad Hoc Elementary French Immersion Committee.

In accordance with the Board By-Laws, the delegation will have **up to ten minutes to make the presentation**, which shall be limited to the nature of the petition.

The Executive Assistant to the Board will be contacting you in order to finalize arrangements for that evening.

Sincerely,

Joseph Berthiaume
Director of Education

cc: Fred Alexander, Board Chairperson
Trustees



**WINDSOR-ESSEX CATHOLIC
DISTRICT SCHOOL BOARD**

OFFICE OF THE DIRECTOR

Telephone: (519) 253-2481 FAX: (519) 253-4819

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

January 27, 2009

Tammy Laforge
St. Mary Catholic School Parent
12096 County Road #34
Maidstone, ON N0R 1K0

BY E-MAIL: _____@_____

Dear Ms. Laforge:

Re: Request to Appear as a Delegation at the January 27, 2009 Board Meeting

This letter acknowledges your correspondence dated January 27, 2009 requesting an opportunity to appear as a delegation at the January 27, 2009 Regular meeting of the Windsor-Essex Catholic District School Board.

Please be advised that your request has been granted. The public session begins at 7:00 p.m. in the Board Room at the Windsor Essex Catholic Education Centre located at 1325 California Avenue, Windsor.

You indicated you will be present to speak on the recommendations of the Ad Hoc Elementary French Immersion Committee.

In accordance with the Board By-Laws, the delegation will have **up to ten minutes to make the presentation**, which shall be limited to the nature of the petition.


The Executive Assistant to the Board will be contacting you in order to finalize arrangements for that evening.

Sincerely,

Joseph Berthiaume
Director of Education

cc: Fred Alexander, Board Chairperson
Trustees

From:  tammy l

January 27, 2009 9:24:37 AM 

Subject: speak to the board

To:  **D Steffens**

I am a very concerned parent at St. Marys School in Maidstone. I have 2 daughters who will be strongly affected by the decision tonight. My girls are grades _ and _ which is the middle of the controversy of French Immersion problem. I would like to speak to Proposal 12b at tonights meeting about the French Immersion program at St. Marys school.

Thank you on behalf of my children and myself

Tammy Laforge



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DISTRICT SCHOOL BOARD**

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

January 27, 2009

Rene Deschamps
Holy Name Catholic School Advisory Council Member
200 Fairview Avenue West
Essex, ON N8M 1Y1

BY E-MAIL

Dear Mr. Deschamps:

Re: Request to Appear as a Delegation at the January 27, 2009 Board Meeting

This letter acknowledges your correspondence dated January 27, 2009 requesting an opportunity to appear as a delegation at the January 27, 2009 Regular meeting of the Windsor-Essex Catholic District School Board.

Please be advised that your request has been granted. The public session begins at 7:00 p.m. in the Board Room at the Windsor Essex Catholic Education Centre located at 1325 California Avenue, Windsor.

Your correspondence indicated that you will be present as vice chair of the Holy Name Catholic School Advisory Committee to speak on the recommendations of the Ad Hoc County French Immersion Committee.

In accordance with the Board By-Laws, the delegation will have **up to ten minutes to make the presentation**, which shall be limited to the nature of the petition.


The Executive Assistant to the Board will be contacting you in order to finalize arrangements for that evening.

Sincerely,

Joseph Berthiaume
Director of Education

cc: Fred Alexander, Board Chairperson
Trustees

From:  **RENE DESCHAMPS**

January 27, 2009 9:50:05 AM 

Subject: January 27 adgenda

To:  **D Steffens**

I , Rene Deschamps, Vice-chair of the S.A.C. of Holy Name School , Essex respectfully request to be put on the agenda for the January 27, 2009 Board meeting. I would like to speak on the decision of the Adhoc committe on the French Immersion Program and how it will effect the future growth of our school's population and to create discuss on future expansion of our school.

Respectfully Rene Deschamps



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DISTRICT SCHOOL BOARD**

OFFICE OF THE DIRECTOR

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

January 27, 2009

Tanya Jobin
St. Mary Catholic School Parent
12096 County Road #34
Maidstone, ON N0R 1K0

Dear Ms. Jobin:

Re: Request to Appear as a Delegation at the January 27, 2009 Board Meeting

This letter acknowledges your telephone call of January 27, 2009 requesting an opportunity to appear as a delegation at the January 27, 2009 Regular meeting of the Windsor-Essex Catholic District School Board.

Please be advised that your request has been granted. The public session begins at 7:00 p.m. in the Board Room at the Windsor Essex Catholic Education Centre located at 1325 California Avenue, Windsor.

You indicated you will be present to speak on the recommendations of the Ad Hoc Elementary French Immersion Committee.

In accordance with the Board By-Laws, the delegation will have **up to ten minutes to make the presentation**, which shall be limited to the nature of the petition.

The Executive Assistant to the Board will be contacting you in order to finalize arrangements for that evening.

Sincerely,

Joseph Berthiaume
Director of Education

cc: Fred Alexander, Board Chairperson
Trustees



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DISTRICT SCHOOL BOARD**

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

January 27, 2009

Dana O'Neil
St. Mary Catholic School Parent
12096 County Road #34
Maidstone, ON N0R 1K0

BY E-MAIL: _____@_____

Dear Ms. O'Neil:

Re: Request to Appear as a Delegation at the January 27, 2009 Board Meeting

This letter acknowledges your correspondence dated January 26, 2009 requesting an opportunity to appear as a delegation at the January 27, 2009 Regular meeting of the Windsor-Essex Catholic District School Board.

Please be advised that your request has been granted. The public session begins at 7:00 p.m. in the Board Room at the Windsor Essex Catholic Education Centre located at 1325 California Avenue, Windsor.

You indicated you will be present to speak on the recommendations of the Ad Hoc Elementary French Immersion Committee.


In accordance with the Board By-Laws, the delegation will have **up to ten minutes to make the presentation**, which shall be limited to the nature of the petition.


The Executive Assistant to the Board will be contacting you in order to finalize arrangements for that evening.

Sincerely,

Joseph Berthiaume
Director of Education

cc: Fred Alexander, Board Chairperson
Trustees

From:  <__@_____.com>

Jan 26, 2009 10:58:34 PM 

Subject: request to speak at board meeting 01-27-09

To:  **Joseph Berthiaume**  d_s@wecdsb.on.ca

Attachments:  Attach0.html

1K

Hello, I am requesting to speak at Tuesday January 27th 2009's Borad meeting. I would like to speak to item 12. B on the agenda, the Ad Hoc Elementary French Immersion Committee's final report.
Thank you, Dana O'Neil

So many new options, so little time. [Windows Live Messenger.](#)



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

REGULAR BOARD MEETING
Tuesday, January 13, 2009 at 7:00 p.m.
Windsor Essex Catholic Education Centre
John Paul II Boardroom

MINUTES

PRESENT

Trustees:

- | | |
|--------------------------------|---------------|
| F. Alexander, Chair | P. Keane |
| J. Courtney | J. Macri |
| M. DiMenna, Vice-Chair | S. Porcellini |
| C. Janisse | L. Soulliere |
| C. Resendes, Student Trustee | |
| N. Lau, Student Trustee | |
| Rev. L. Brunet, Board Chaplain | |

Regrets:

B. Holland

Administration:

- | | |
|--------------------------|----------------|
| J. Berthiaume (Resource) | J. Bumbacco |
| C. Geml | E. Byrne |
| M. Iatonna | P. King |
| P. Picard | P. Littlejohns |
| L. Staudt | P. Murray |

Recorder:

D. Steffens

1. Call To Order - Chair Alexander called the meeting to order at 7:23 p.m.
2. Opening Prayer - Fr. Brunet opened the meeting with a prayer, reading of intentions and a reflection.
3. Recording of Attendance - Trustee Holland sent regrets due to illness.
4. Approval of Agenda - Chair Alexander noted that a revised page 53 of 63 pertaining to Agenda Item 12b Financial Statements for the Fiscal Year Ended August 31, 2008 was at trustee places.

Moved by Trustee Janisse and seconded by Trustee DiMenna that the January 13, 2009 Regular Board meeting agenda be approved as amended. Carried.

5. Questions Pertaining to Agenda - None.
6. Disclosure of Interest - Pursuant to the Municipal Conflict of Interest Act. - None.

7. Presentations:

- a. OECTA/OCSTA Additional Qualifications Religious Education Course Presentation: "Learning Together in Faith and Service"

Trustees received a presentation providing an overview of the local OECTA/OCSTA Additional Qualifications Religious Education Course: "Learning Together in Faith and Service." The Ontario English Catholic Teachers' Association (OECTA), in collaboration with the Ontario Catholic Schools Trustees' Association (OCSTA), provide Additional Qualification courses in religious education in Ontario. These courses leading to specialist certification are available for Catholic teachers throughout the province during the fall, spring and summer terms pending the interest and support of the local school boards.

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, December 16, 2008
Moved by Trustee DiMenna and seconded by Trustee Soulliere that the minutes of the Committee of the Whole Board In-Camera meeting of December 16, 2008 be adopted as distributed. Carried.
- ii) Minutes of Regular Meeting, December 16, 2008
Moved by Trustee Keane and seconded by Trustee Macri that the minutes of the Regular Board meeting of December 16, 2008 be adopted as distributed. Carried.

- b. Items from the In-Camera Meeting of January 13, 2009

Vice-Chair DiMenna reported the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board meeting on January 13, 2009 pursuant to the Education Act - Section 207, to consider specific personnel other matters permitted or required to be kept private and confidential under the Freedom of Information and Protection of Privacy Act.

Moved by Trustee DiMenna and seconded by Trustee Macri that the recommendations and directions of the Committee of the Whole Board at its in-camera meeting of January 13, 2009 be approved. Carried.

Vice-Chair DiMenna made the following announcements:

- receipt of the Administrative Staff Report, dated January 13, 2009
- the following elementary principal and vice principal placements effective February 2, 2009:
 - **Velma Cocchetto-Picco**, Principal, from St. Peter School to Our Lady of Lourdes School
 - **Joe Iacono**, Principal, from Stella Maris School to St. John the Baptist School
 - **Jean Pierre Beauregard**, Principal, from Holy Name School to St. Peter School
 - **Joni Ouellette**, Principal, from St. Alexander School to Holy Name School

- **Kelly Riley**, *Acting* Principal at St. Rose School to Principal at St. Rose School
- **Bill Vaillancourt**, Vice Principal at Immaculate Conception School to *Acting* Principal at St. Alexander School
- **Bridget Russo**, Vice Principal at Our Lady of Perpetual Help School to *Acting* Principal at Stella Maris School
- **Mike Cusinato**, Teacher at Notre Dame School to Vice Principal at Immaculate Conception School
- **Fred Macapagal**, Teacher at Our Lady of Perpetual Help School to Vice Principal at Our Lady of Perpetual Help School
- the following secondary principal and vice principal placements effective January 29, 2009:
 - **Jim Minello**, Principal at Holy Names High School to St. Anne's High School
 - **Kevin Hamlin**, Vice Principal at Holy Names High School to Principal at Holy Names High School
 - **Laura (Porfilio) Guglietta**, Teacher at St. Michael's Alternative Secondary School to Vice Principal at Holy Names High School.

10. Communications:

a. External (Associations, OCSTA, Ministry):

- i) Letter from the Ministry of Education, dated December 22, 2008 re: Invitations to Chairs to attend Governance Review Committee Meeting
Moved by Trustee Porcellini and seconded by Trustee Soulliere that the correspondence from the Ministry of Education, dated December 22, 2008 re: Invitations to Chairs to attend Governance Review Committee Meeting be received as information. Carried.
- ii) Memorandum from the Ontario Catholic Schools Trustees' Association, dated January 7, 2009 re: Impact on Trustee Candidates - Initial Proposed Accessible Information and Communications Standard
Moved by Trustee Porcellini and seconded by Trustee Courtney that the correspondence from the Ontario Catholic Schools Trustees' Association, dated January 7, 2009 re: Impact on Trustee Candidates - Initial Proposed Accessible Information and Communications Standard be received as information. Carried.

b. Internal (Reports from Administration):

- i) Report: Administrative Staff Report
Moved by Trustee Janisse and seconded by Trustee Macri that the Board receive the Administrative Staff Report on hiring, retirement and resignation of staff dated January 13, 2009 for information. Carried.
- ii) Report: Legal Services - November 2008
Moved by Trustee DiMenna and seconded by Trustee Soulliere that the Board receive the report Legal Services – November 2008 as information. Carried.

iii) Report: Fundraising Principal Reporting Compliance

Trustees received an administrative report providing a summary of compliance by principals to the reporting requirements of Board Policy SC:02 Fund Raising. A further report will be provided that will include additional information about the various reporting methods.

Moved by Trustee Janisse and seconded by Trustee Soulliere that the Board receive the report on Fundraising Principal Reporting Compliance as information. Carried.

11. Unfinished Business:

- a. Notice of Motion Trustee Porcellini (Deferred from December 16, 2008) - Trustee Porcellini reported that following deferral of the initial notice of motion at the December 16 Board meeting and discussion with members of administration, she reworded the motion as follows:

Moved by Trustee Porcellini and seconded by Trustee Soulliere that the By-Law Review Committee, as part of the upcoming review of the Board By-Laws - Respecting the Operational Procedures of the Board, consider revisions to the provisions of Section 3:04 Emergency Meetings, to ensure, wherever possible, that emergency electronic votes, as ruled by the Chair, be preceded by opportunity for substantive debate by and between Trustees and that public notice, as is practicable in the circumstances, of such emergency electronic vote be posted on the Board website prior to the vote to provide notice to the public and opportunity for comment; and, that, in conjunction with the By-Law Review, Board Policy T:04 Electronic Participation in Board Meetings be referred for review through the Board's Policy Review process to ensure conformity with the Board By-Laws and current legislative requirements. The policy review is to include input from members of the Board By-Law Review Committee. Carried.

12. New Business:

- a. Field Trips:
- i) Stella Maris Catholic Elementary School - Bark Lake Leadership & Conference Centre, Haliburton
Moved by Trustee Janisse and seconded by Trustee Porcellini that the Board approve the Stella Maris Catholic Elementary School field trip to Bark Lake Leadership and Conference Centre in Haliburton, Ontario from May 20 to May 22, 2009. Carried.
- b. Report: Financial Statements for the Fiscal Year Ended August 31, 2008 - *A revised page 53 of 63 was provided.*

Trustees received the audited Financial Statements for the fiscal year ending August 31, 2008 and the Auditors' Report that indicated the audit of the 2007-08 financial statements revealed no material concerns with the statements as prepared by Board administration. Administration will be providing follow-up reports concerning special education and specific financial implications at a future date.

Moved by Trustee Porcellini and seconded by Trustee DiMenna that the Board receive the Financial Statements for the fiscal year ended August 31, 2008 as information. Carried.

- c. Report: Trustee Group Accident Insurance 2009
Moved by Trustee DiMenna and seconded by Trustee Keane that the Board approve payment in the amount of \$570.24, including PST, to Industrial Alliance Pacific Insurance and Financial Services Inc. for the Trustee Group Accident Insurance, including Student Trustees, for the year 2009. Carried.
- d. Report: Computerized Maintenance Management System - Request for Proposal Process

Superintendent Iatonna reported that the board currently lacks a comprehensive computerized management system for the tracking of inventory components, maintenance activities and work order history for its buildings and major equipment. It is recommended to issue a request for proposal (RFP) in order to seek a third-party, web-based system for this purpose and an RFP be issued immediately upon approval to proceed by the Board. Depending on the number of submissions and the scheduling of system demonstrations, it is anticipated that a recommendation would be provided to the Board in Spring 2009. Administration will inquire into the possibility of obtaining additional Ministry funding to assist with the information technology costs of implementing the tracking and recording of tangible capital assets as part of its financial responsibilities.

Moved by Trustee Janisse and seconded by Trustee DiMenna that the Board approve proceeding with a Computerized Maintenance Management System Request for Proposal. Carried.

13. Committee Reports:

- a. Verbal Report: Audit Committee Meeting of January 7, 2009 - Superintendent Iatonna reported that the Audit Committee met on January 7, 2009 to receive the Audit Report from the external Auditors. Minutes of the meeting will be presented at a later date.
- b. Report: Special Education Advisory Committee (SEAC) Meeting Minutes of October 23, 2008
Moved by Trustee DiMenna and seconded by Trustee Soulliere that the Board receive the Minutes of the October 23, 2008 Special Education Advisory Committee meeting as information. Carried.
- c. Verbal Report: Ad Hoc Elementary French Immersion Study Committee - Status Report

Trustee DiMenna, Chair of the Ad Hoc Elementary French Immersion Study Committee reported that the public meetings held on January 5 and 6 were well attended by the school community. A full report will be presented at the January 27, 2009 public meeting.

14. Notice of Motion: None.

15. Remarks and Announcements:

- a. Chairperson Alexander commented on the Premier's Awards for Teaching Excellence recognizing educators and staff who excel at unlocking the potential of Ontario's young people and encouraged the Catholic community to submit nominations for worthy individuals in their Catholic schools. Chairperson Alexander indicated the 2009 Trustee Committee appointment listing was at trustee places.

- b. Director of Education Berthiaume provided comment on the following activities that support the four pillars of the Board's strategic plan: student achievement initiatives, Catholic faith formation, community partnerships, and employee development. Director Berthiaume congratulated principals D. Kennedy, B. Rivait and J. Shea on being appointed to the Deputy Minister of Education's Principal Congress, and congratulated members of Learning Support Services and Student Success on their new monthly newsletter "*With Student Learning in Mind*" that focuses on various areas of curriculum planning.
- c. Board Chaplain Fr. Brunet - No comments this evening.
16. Remarks/Questions by Trustees:
- Trustee Porcellini reported that planning is in process for the 3rd Annual Catholic Central High School Bursary Dinner that will be held in May.
 - Trustee Courtney congratulated student artists at St. Joseph Catholic Elementary School for their art work that is on display in the school hallways, and asked that an issue concerning custodial supplies be followed up at Holy Cross school.
 - Student Trustee Resendes wished secondary students good luck during their upcoming exams.
17. Pending Items: None.
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 at 7:00 p.m.)
- Tuesday, January 27, 2009
 - Tuesday, February 10, 2009
 - Tuesday, February 24, 2009
 - Tuesday, March 10, 2009
 - Tuesday, March 31, 2009
 - Tuesday, April 14, 2009
 - Tuesday, April 28, 2009
 - Tuesday, May 12, 2009
 - Tuesday, May 26, 2009
 - Tuesday, June 9, 2009
 - **Monday**, June 22, 2009
20. Closing Prayer - Fr. Brunet closed the meeting with a prayer.
21. Adjournment - There being no further business, the Regular Board meeting of January 13, 2009 adjourned at 8:27 p.m.

Not approved.

Fred Alexander
Board Chairperson

Joseph Berthiaume
Director of Education & Secretary-Treasurer



Ontario Catholic School
Trustees' Association

January 15, 2009

MEMO TO: Chairs and Directors of Education
All Member Boards & School Authorities

FROM: Mike Riley, Coordinator Labour Relations

RE: OCSTA Labour Relations Seminar

The OCSTA Labour Relations Seminar will be held on **February 27, 2009** at the Doubletree by Hilton – Toronto Airport from 7:30 a.m. (Registration and Buffet Breakfast) to 3:15 p.m. The first plenary session begins at 8:30 a.m.

Preliminary Program:

Included with this memo is a copy of the Preliminary Program. Topics to be discussed during the Seminar include: *Trustees' Perspective on Labour Relations*, *Strategies to Resolve Labour Issues*, *Collective Bargaining: Theory vs Practice* and *Implementing and Managing the Collective Agreements: Challenges and Opportunities*. Please share this information with all board trustees, Human Resources personnel and other board personnel who may benefit from this seminar.

Registration Fee:

\$120.00 + GST \$6.00 = \$126.00

Seminar Cancellation Policy:

The deadline date for cancellation and full refund of all registration fees is February 13, 2009. An administrative fee of \$50.00 will be charged for cancellations received after February 13, 2009 and before close of business on February 20, 2009. No refunds will be made for cancellations received after February 20, 2009. All cancellation notices must be submitted in writing to Pam DeNobrega by Fax (416-932-9459) or E-mail: pdenobrega@ocsta.on.ca.

Registration Form:

Please complete the attached registration form and return it along with a cheque for the registration fee to:

Pam DeNobrega
OCSTA
20 Eglinton Avenue West
Toronto, Ontario, M4R 1K8
E-mail: pdenobrega@ocsta.on.ca
Fax: 416-932-9459

Please make cheques payable to OCSTA.

Hotel Accommodation:

The Doubletree by Hilton - Toronto Airport has set aside a block of rooms that will be held until February 13, 2009. The special room rate for OCSTA delegates starts at \$134.00 per night plus applicable taxes. Please make your reservations directly with the hotel by calling 1-800-668-3656 or 416-244-1711.

Special Meal Requirements:

If you have any dietary restrictions, please contact Margaret Binns, Office Administrator, at 416-932-9460 ext. 228 by February 18, 2009.

Thank you for your support and participation. We look forward to seeing you at the Seminar!



LABOUR RELATIONS SEMINAR

BUILDING LABOUR RELATIONSHIPS

**February 27, 2009
Preliminary Program**

7:30 a.m.	Registration & Breakfast
8:30 a.m.	Opening Prayer, Introductions
8:45 a.m.	Marshall Jarvis, Executive Director OECTA
9:30 a.m.	Panel: Pat Daly, Paul Whitehead <i>"Trustees' Perspective on Labour Relations"</i>
10:30 a.m.	Nutrition Break
11:00 a.m.	Panel: Reg Pearson, Bruce Janisse, Ministry of Labour <i>"Strategies to Resolve Labour Issues"</i>
12:00 p.m.	Lunch
1:00 p.m.	Speaker: Claire Vachon <i>"Collective Bargaining: Theory vs Practice"</i>
1:45 p.m.	Nutrition Break
2:00 p.m.	Panel: Peter Derochie, Bob Dubniak, Wally Easton, Jim LoPresti <i>"Implementing and Managing the Collective Agreements: Challenges and Opportunities"</i>
3:00 p.m.	Wrap up



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

Meeting Date:
 January 27, 2009

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 January 27, 2009 for information.

SYNOPSIS:

BACKGROUND COMMENTS:

FINANCIAL IMPACT:

TIMELINES:

APPENDICES:

- Administrative Staff Report dated January 27, 2009

REPORT REVIEWED BY:

<input checked="" type="checkbox"/> EXECUTIVE COUNCIL	Review Date:	January 19, 2009
<input checked="" type="checkbox"/> SUPERINTENDENT	Approval Date:	January 19, 2009
<input checked="" type="checkbox"/> DIRECTOR OF EDUCATION:	Approval Date:	January 19, 2009

January 27, 2009

Windsor-Essex Catholic District School Board Administrative Staff Report

	Employee Name	Position	Date
HIRING:	Robert Adams	Part-Time Custodian	January 7, 2009
	Bradley Allsop	Part-Time Custodian	January 7, 2009
	Thomas Bedard	Part-Time Custodian	January 7, 2009
	Denis Bircakovic	Part-Time Custodian	January 7, 2009
	Kim Guiney	Part-Time Custodian	January 7, 2009
	Jennifer Groves	Secondary Teacher	January 29, 2009
	Gregory Lemay	Part-Time Custodian	January 7, 2009
	Jeffrey Leavoy	Part-Time Custodian	January 7, 2009
	Stephanie Mordus	Occasional Teacher	January 5, 2009
	Taunia Pikhjac Phillips	Secondary Teacher	January 29, 2009
	Loni Lee Portman	Part-Time Custodian	January 7, 2009
	Lindsey Templeton	Elementary Teacher	January 6, 2009
RESIGNATION:			
RETIREMENT:	Christine Aytoun	Secondary Teacher	January 31, 2009
	John Byrne	Secondary Principal	February 28, 2009
	David Bornais	Elementary Principal	January 31, 2009

OTHER:



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

Meeting Date:
 January 27, 2009

BOARD REPORT

Public **In-Camera**
PRESENTED FOR: Information Approval
PRESENTED BY: Senior Administration
SUBMITTED BY: Joseph Berthiaume, Director of Education
 Mario Iatonna, Superintendent of Business
SUBJECT: **2008-09 REVISED ESTIMATES**

RECOMMENDATION:

That the Board receive the 2008-09 Revised Estimates report as information.

SYNOPSIS:

The Ministry of Education requirements stipulate that all school boards must submit Revised Estimates for their 2008-09 budgets based on actual October 31, 2008 enrolment numbers. The Revised Estimates for the Windsor-Essex Catholic District School Board (WECDSB) were submitted to the Ministry on January 16, 2009.

BACKGROUND COMMENTS:

The original 2008-09 Estimates for the WECDSB Budget were submitted in June 2008 and were based on a projected enrolment decline from the previous year of 950 students. The 2008-09 Revised Estimates have now been submitted to reflect a projected enrolment decline of 896 students. Both projections reflect average daily enrolment, which is the average of the actual enrolments on October 31, 2008 and March 31, 2009. The average daily enrolment decline is still a projection, until the March 31, 2009 actual numbers are determined.

In addition to the change in enrolment projection, the Revised Estimates have been adjusted to take into account Ministry grant funding and other program announcements that have taken place since preparation of the original Estimates. These adjustments have been made consistent with maintaining the original targets approved by the Board for addressing the Board's accumulated budget deficit by the end of 2009-10 as detailed in previous budget reports.

FINANCIAL IMPLICATIONS:

Provided in the Background Comments section.

TIMELINES:

The Ministry of Education date for submission of Revised Estimates was established as December 12, 2008. Board administration had previously advised the Ministry that the Board would be unable to comply with this date given the changeover in staffing in the Business Department. Ordinarily, Ministry rules require the withholding of 50% in funding transfers to the Board if the Revised Estimates are not submitted by December 31, 2008. However, given the Board's staffing circumstances and the Board's ongoing efforts in addressing its financial situation, the Ministry determined that the Board would be given some consideration.

Although a complete reprieve was not granted, the Ministry advised that it would only be providing the Board a 2% increase in overall funding instead of the 3% increase resultant from the settling of union contracts on time. Upon submission of the Revised Estimates to the Ministry, any funds withheld would then be forwarded to the Board. With the submission having taken place on January 16, 2008 and based on the timing of transfer payments to the Board, any withholding of funds by the Ministry is likely to have a negligible impact on the Board.

APPENDICES:

None.

REPORT REVIEWED BY:

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL	Review Date:	January 19, 2009
<input checked="" type="checkbox"/>	SUPERINTENDENT	Approval Date:	January 19, 2009
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	January 19, 2009



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

Meeting Date:
 January 27, 2009

BOARD REPORT

Public **In-Camera**
PRESENTED FOR: Information Approval
PRESENTED BY: Senior Administration
SUBMITTED BY: Joseph Berthiaume, Director of Education
SUBJECT: **TRUSTEE ATTENDANCE – AUGUST TO DECEMBER 2008**

RECOMMENDATION:

That the Board receive the report *Trustee Attendance – August to December 2008* as information.

SYNOPSIS: In accordance with the Board motion of December 16, 2003, this report provides a summary of trustee and student trustee attendance at regularly scheduled board meetings during the months of August to December 2008.

BACKGROUND COMMENTS: Nine regularly scheduled Board meetings were held during the period of August to December 2008, including the Organizational meeting that was held on December 9.

The chart provided below summarizes attendance during the reporting period.

Trustee	Meetings Attended
Fred Alexander	8
Joan Courtney	7
Mary DiMenna	9
Barbara Holland	9
Chris Janisse	8
Patrick Keane	9
John Macri	8
Shannon Porcellini	9
Lisa Soulliere	9

Student Trustee 2008 - 2009	Meetings Attended
Nils Lau	9
Chynna Resendes	7

FINANCIAL IMPACT: Not applicable.

TIMELINES: The report on trustee attendance for the period of January to July 2009 will be submitted to the Board at its August 25, 2009 meeting.

APPENDICES:

- None

REPORT REVIEWED BY:

- EXECUTIVE COUNCIL
- SUPERINTENDENT
- DIRECTOR OF EDUCATION:

Review Date: January 19, 2009
Approval Date: --
Approval Date: January 19, 2009



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

Meeting Date:
 January 27, 2009

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: **FIELD TRIP: F. J. BRENNAN CATHOLIC HIGH SCHOOL
 - Quebec City, Quebec**

RECOMMENDATION:

That the Board approve the F. J. Brennan Catholic High School field trip to Quebec City, Quebec from Monday, May 4 – Thursday, May 7, 2009.

SYNOPSIS: In accordance with Board Policy SC:04 Field Trips, this report seeks Board approval for 24 Grade 10 French Curriculum students to experience authentic cultural events and practice valid communication in the target language.

BACKGROUND COMMENTS: This field trip request is in compliance with the Field Trip policy.

FINANCIAL IMPACT: Approximately \$600.00 per student.

TIMELINES: Monday, May 4 – Thursday, May 7, 2009

APPENDICES:

- Request for Approval of Field Trip - Form A
- Itinerary

REPORT REVIEWED BY:

<input checked="" type="checkbox"/> EXECUTIVE COUNCIL	Review Date:	January 19, 2009
<input checked="" type="checkbox"/> SUPERINTENDENT	Approval Date:	January 19, 2009
<input checked="" type="checkbox"/> DIRECTOR OF EDUCATION:	Approval Date:	January 19, 2009



Windsor-Essex Catholic District School Board Field Trip Approval Form

SC:04 Form A 2008 v.1

▼ Subject: Field Trip/Excursion Approval Form
 To: D Steffens
 Linda Staudt

From: **Celeste DiPonio**
 Linda Staudt
 Denise Deziel
 Marty O'Gorman

Teacher: Martin O'Gorman School: F. J. Brennan
 Destination Name: Quebec City, Quebec Name of Carrier: Shoreline
 Mode of Transportation: Bus Travel Company Involved: Shoreline
 Departure Date: Mon, May 04, 2009 Return Date: Thu, May 07, 2009
 Time of Departure from School: 5am Approximate Time of Return to School: 11pm
 Number of Male Students: 6 Number of Female Students: 18
 Total Cost Per Student: 600.00 Personal Cost Per Student: 600.00
 Grade of Students: grade 10 Number of Supervisors: Male: 1 Female: 1

Purpose of Trip/Excursion: to visit an authentic French city

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

this trip will provide students an opportunity to visit important historical sites, experience authentic cultural events, and most importantly practise valid communication in the target language

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

developing language structures necessary for effective communication during trip
 research history prior to visit
 listen to relevant audio material-music etc

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

students are to create a journal of their trip including photographs to be presented in class

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

Date Submitted: Mon, Jan 05, 2009 Teacher: Marty O'Gorman
 Approval Date: Mon, Jan 05, 2009 Principal: Denise Deziel
 Approval Date: Tue, Jan 06, 2009 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.

F. J. Brennan
Educational Field to Quebec City

Teacher chaperone: Martin O’Gorman
 Mrs. Bev O’Gorman

Dates: May 4 to May 7

We have been planning this trip since June, 2008.
 The trip is being organized to enhance both the language and cultural components of the grade ten French program. The students will explore Quebec and their understanding of the fascinating French culture will come alive through music, dance, food, and history.

Itinerary: Monday, May 4, 2009

- 5:30am assemble at Brennan High School
- 5:45am load bus (Badder Bus Lines)
- 6:00am departure for Quebec City
 12hrs including stops along the way
- 6:00 pm approximate arrival in Quebec city
 Check in at: Hotel Le Saint-Paul
 229 Rue Le Saint-Paul
 Quebec City, QB
 418-694-4414
- 6:30pm dinner at one of the restaurants in the area
- 8:00pm French club meeting at hotel organized by Mr. O’Gorman
- 10:00pm Students in rooms
 Hallway security begins
 Guard will identify himself/herself before starting duty

Tuesday, May 5, 2009

- 8:00am Breakfast at le Parlementaire restaurant at the Quebec National Assembly
- 9:00am visit of the Quebec National Assembly
- 10:00am Sightseeing tour of historic and modern Quebec.
 A guided walking tour of Quebec city. The group will visit the Plains of Abraham, Cape Diamond, Joan of Arc Gardens, Grande Allee, Parliament, Place d’Armes, Chateau Frontenac, and Place Royale
- 12:30pm lunch in Old Quebec
- 2:00pm Afternoon activity at the Martello Tower on the Plains of Abraham
 Carleton Martello Tower dates from the war of 1812 and played a pivotal role in bridging conflicts up until the Second World War. The site features an audio-visual presentation, a restored powder magazine, a restored barracks room, and

exhibits in the tower. Visitors will also marvel at the spectacular view of the city of Saint John and its harbour.

6:00pm Dinner at l'Erabliere Le Relais des Pins on the isand of Orleans, a local sugar shack for an evening of great food and dancing the old fashioned way.

10:00pm return to hotel and hallway security begins

Wednesday, May 6 2009

8:00am Breakfast is served in the hotel

9:00am Guided tour of Ste. Anne de Beaupre, its shrine and stop en route at les ateliers Albert Gilles Copper museum, l'atelier Pare woodcarvings, at the Montmorency Falls and Marie's Bake Ovens.

1:00pm Sightseeing in Old Quebec with chaperones and visit of Les Galeries de la capitale. Lunch in Old Quebec.

5:30pm Dinner at le Petit Coin Breton restaurant in Old Quebec. The group will have a selection of Creperie for the main entrée.

7:00pm Boat ride on the

9:30pm Departure for the hotel

11:30pm Hallway security begins

Thursday, May 7, 2009

7:00am Breakfast is served at the hotel

8:00am Room check

check out of hotel

9:00am visit of Quebec's tallest building l'observatoire de la Capitale.

A view from the top of Quebec City's highest building and look at 400 years of history in a single glance.

10:30am Departure for Brennan High School

11:00pm The approximate time of arrival at F.J. Brennan

Cost: Quad Occupancy

605.00

30.25 gst

635.25

Students also need money for two dinners, all lunches and shopping or souvenirs.

We will be doing a fundraiser starting February 1st. Local Merchants have donated all prizes and the tickets for the raffle are being donated by Allegra Printing. Any money raised will go directly to offset the students' cost for the trip.

Thanks, Marty O'Gorman



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

Meeting Date:
 January 27, 2009

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: **FIELD TRIP: ASSUMPTION COLLEGE CATHOLIC HIGH SCHOOL - Cedar Point, Sandusky, Ohio**

RECOMMENDATION:

That the Board approve the Assumption College Catholic High School Field trip to Cedar Point scheduled for Monday, May 18, 2009.

SYNOPSIS: In accordance with Board Policy SC:04 Field Trips, this report seeks board approval for approximately 155 secondary students to attend a day-trip to Sandusky, Ohio.

BACKGROUND COMMENTS: This trip is a culminating curriculum activity for students to experience Healthy Active Living, while demonstrating the social skills required working effectively in groups and developing positive relationships.

FINANCIAL IMPACT: Cost per student is approximately \$70.00.

TIMELINES: May 18, 2009

APPENDICES:

- Request for approval of Field Trip – Form A
- Itinerary

REPORT REVIEWED BY:

<input checked="" type="checkbox"/> EXECUTIVE COUNCIL	Review Date:	January 19, 2009
<input checked="" type="checkbox"/> SUPERINTENDENT	Approval Date:	January 19, 2009
<input checked="" type="checkbox"/> DIRECTOR OF EDUCATION:	Approval Date:	January 19, 2009



Windsor-Essex Catholic District School Board Field Trip Approval Form

SC:04 Form A 2008 v.1

Subject: Field Trip/Excursion Approval Form

From: Celeste DiPonio

To: D Steffens
Linda Staudt

Linda Staudt
Sherrilynn Colley-Vegh
Bryan Dufour

Teacher: Bryan Dufour

School: Assumption

Destination Name: Cedar Point

Name of Carrier:

Mode of Transportation: Bus

Travel Company Involved: Badder

Departure Date: Mon, May 18, 2009

Return Date: Mon, May 18, 2009

Time of Departure from School: 7:00 am

Approximate Time of Return to School: 9:00 pm

Number of Male Students: approx 100

Number of Female Students: approx 100

Total Cost Per Student: 70.00

Personal Cost Per Student: 70.00

Grade of Students: 9-12

Number of Supervisors: Male: 5 Female: 5

Purpose of Trip/Excursion: Culminating excursion for Healthy Active Living and Physics

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

The excursion will be an opportunity for students to experience healthy living while demonstrating the social skills required to work effectively in groups and develop positive relationships.

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

Preparing the students for the day. Assuring the students are aware of rules and regulations and have all proper materials needed for the excursion.

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

None required, but may be implemented by the teachers of the participating students.

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

Date Submitted: Fri, Nov 14, 2008

Teacher: Bryan Dufour

Approval Date: Tue, Jan 06, 2009

Principal: S. Vegh

Approval Date: Thu, Jan 08, 2009

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.

**Cedar Point – Itinerary
Monday, May 18, 2009**

6:30 am – Teachers/Chaperones report to Assumption High School

6:40 am – Students report to the school

6:50 am – Students begin to board the buses (Badder bus Co.) in the side parking lot. Students must show proof of citizenship to the teacher **prior** to boarding the bus. Teachers/chaperones will take attendance.

7:00 am – Buses depart from Assumption

9:15 am – Arrival at Cedar Point. Tickets will be distributed by the chaperone as the students get off the buses.

6:45 pm – Teachers / Chaperones report back to the buses.

7:00 pm – Students report back to the buses. Teachers/chaperones will take attendance.

7:15 pm – Buses depart from Cedar Point

9:30 pm – Return to Assumption High School. Teacher-in-charge remains at school until all students have left the premises.

Additional Notes:

Buses – Badder Bus Company 519-776-4358

Out-of-country insurance – CAA 1 866 923-4077



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

Meeting Date:
 January 27, 2009

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: **FIELD TRIP: ST. JOSEPH'S CATHOLIC HIGH SCHOOL
 - Kalamazoo, Michigan - Model United Nations Debate**

RECOMMENDATION:

That the Board approve the St. Joseph's Catholic High School field trip to Kalamazoo, Michigan from Tuesday, March 3 to Saturday, March 7, 2009.

SYNOPSIS: In accordance with Board Policy SC:04 Field Trips, this report seeks Board approval for 12 students, who are members of the Model United Nations Debate Team to compete with students from across the United States. They will be debating topics that are presently being debated by United Nations in New York.

BACKGROUND COMMENTS: This field trip request is in compliance with the Field Trip policy.

FINANCIAL IMPACT: Approximately \$200.00 per student.

TIMELINES: Tuesday, March 3 to Saturday, March 7, 2009.

APPENDICES:

- Request for Approval of Field Trip - Form A
- Field Trip Itinerary

REPORT REVIEWED BY:

<input checked="" type="checkbox"/> EXECUTIVE COUNCIL	Review Date:	January 19, 2009
<input checked="" type="checkbox"/> SUPERINTENDENT	Approval Date:	January 19, 2009
<input checked="" type="checkbox"/> DIRECTOR OF EDUCATION:	Approval Date:	January 19, 2009



Windsor-Essex Catholic District School Board Field Trip Approval Form

SC:04 Form A 2008 v.1

▼ Subject: Field Trip/Excursion Approval Form
 To: **D Steffens**
 Linda Staudt

From: **Celeste DiPonio**
Mike Seguin (Principal)
 Annie Touma

Teacher: Annie M. Touma School: St. Joseph's High School
 Destination Name: Kalamazoo Michigan Name of Carrier: none
 Mode of Transportation: Bus Travel Company Involved: Greyhound
 Departure Date: Tue, Mar 03, 2009 Return Date: Sat, Mar 07, 2009
 Time of Departure from School: 5:30 am Approximate Time of Return to School: 1:00 am
 Number of Male Students: 6 Number of Female Students: 6
 Total Cost Per Student: \$ 390.00 Personal Cost Per Student: \$200.00
 Grade of Students: 9 to 12 Number of Supervisors: Male: 1 Female: 1

Purpose of Trip/Excursion: Compete in Model Un Debate for members of the debate team

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

Members of the Model United Nations Debate Team will compete with students from across the United States. Students will debate topics that are presently being debated by United Nations in New York.

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

Weekly meetings for planning, researching, writing of position papers and resolutions to be submitted to the planning committee of the MAMUN debate, and practice debates to prepare for the competition.

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

Weekly meetings to review what was accomplished and to possibly prepare to attend the SOMA Debate taking place at the University of Toronto in April 2009.

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

Students will return home Saturday night and will be home to attend mass on Sunday.

Date Submitted: Tue, Jan 13, 2009 Teacher: Annie Touma
 Approval Date: Mon, Jan 19, 2009 Principal: Mike Seguin
 Approval Date: Mon, Jan 19, 2009 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.

St. Joseph's Catholic High School - Model United Nations Debate Team**ITINERARY****Departure Schedule: Tuesday March 3, 2009**

5:00am meet at bus station downtown
 5:30 am bus leaves for Kalamazoo Michigan
 11:30 am bus arrives in Kalamazoo Michigan
 11:45 am group arrives at the Radisson Plaza Hotel to check into rooms.
 12:30 noon meet in hotel lobby for lunch meet in hotel
 1:00 pm to 5:00pm shopping as group in the downtown stores.
 5:30 pm return to hotel rooms
 6:00 pm meet for dinner
 7:30 pm to 8:30pm registration for debate- picks up information packages / ID for debate.
 9:00 pm to 11:00 pm entertainment - comedian in the hotel
 11:00 pm curfew to be in hotel rooms- prepare for debates - sleep

Wednesday March 4, 2009

8:00am – 9:00am	Breakfast in the hotel.
9:00am - 10:30am	General Assembly all delegates.
10:30am- 11:00 am	Break
11:00 am – 12:30 noon	Delegates meet in their committees.
12:30 noon – 1:30pm	Lunch
1:30pm – 5:30pm	Delegates meet in their committees.
5:30pm – 7:00pm	Dinner
7:00pm – 9:30pm	Delegates meet in their committees.
9:30pm – 10:00pm	Break and change for social activities in the hotel.
10:00pm – 11:30 pm	Hotel Activities -Trivia, games and swimming
12:00midnight	Curfew- All students must be in their assigned rooms.

Thursday March 5, 2009

8:00am – 9:00am	Breakfast in the hotel.
9:00am – 12:00 noon	Delegates meet in their committees.
12:00noon – 1:00pm	Lunch
1:00pm – 5:00 pm	Delegates meet in their committees.
5:00pm – 7:00 pm	Dinner
7:00pm – 9:30pm	Delegates meet in their committees.
9:30pm – 10:00pm	Break and change for social activities in the hotel.
10:00pm – 12:00midnight	Hotel Activity - MAMUN idol contest.
12:30 midnight	Curfew- All students must be in their assigned rooms.

Friday March 6, 2009

8:00am – 9:00am	Breakfast in the hotel.
9:00am – 12noon	Delegates met in their committees.
12:00noon – 1:00pm	Lunch
1:00pm – 5:30pm	Delegates in their committees.
5:30pm – 7:00pm	Dinner
7:00pm – 9:30pm	Delegates in their committees.

9:30pm – 10:00pm	Break and change for social activities in the hotel.
10:00pm – 12:00midnight	Hotel Activity- Dance with DJ.
12:30midnight	Curfew - All students in their assigned rooms.

Saturday March 7, 2009

8:00am – 9:00 am	Breakfast in the hotel.
9:00am – 12:00noon	Delegates in their committees.
12:00noon – 1:00pm	Lunch
1:00pm - 3:00pm	General Assembly- All delegates.
3:00pm – 4:00pm	Awards Ceremony.

Return Schedule: Saturday March 7, 2009

4:00 pm – 5:00 pm – take luggage into hotel holding area until we are ready to leave for bus station.

5:00 pm meet in hotel lobby to have dinner together as a group.

5:30 – 7:00pm walk to downtown restaurant for dinner as a group.

7:30 pm arrive back at hotel to pick up luggage and leave for bus station.

8:00 pm arrive at bus station.

8:30 pm bus leaves for Detroit and than to Windsor.

1:00 am arrive in Windsor Bus Depot – parents to pick up students for home.



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

Meeting Date:
 January 27, 2009

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: **AD HOC ELEMENTARY FRENCH IMMERSION COMMITTEE
 FINAL REPORT**

RECOMMENDATION:

That the Board approve the following Ad Hoc Elementary French Immersion Committee recommendations:

The designation of St. Mary Elementary School as the permanent site for a single track French Immersion school with full-time JK/SK to commence in September 2009 (including Implementation Recommendations);

and, that the Board approve the dissolution of the Ad Hoc Elementary French Immersion Committee in accordance with Board By-Law 4:03;

and, that the Board approve the establishment of a standing French Immersion Committee which will develop Terms of Reference to be approved by the Board.

SYNOPSIS: On February 12, 2008 the decision was made to commit to continuing at the Holy Name School site for one year and to strike an Ad Hoc Elementary French Immersion Committee to study the locations and delivery of the County French Immersion Program and report its recommendations to the Board in October 2008. The Ad Hoc Committee met on March 4, April 9, May 16, September 29 and October 22, 2008, January 8 and January 20, 2009.

BACKGROUND INFORMATION: On January 31, 2006 the Board approved the initiation of a French Immersion Program in the County. In September 2006, a Grade 1 French Immersion class commenced at Holy Name Elementary School with 15 students. Of the 15 students, 2 were from another school other than Holy Name School. One student came

from Queen of Peace School and the other from the French Catholic Board, Ecole St. Ursule. Of this initial class all but one returned to continue French Immersion in Gr. 2, with one additional transfer student, maintaining the number of students at 15 for September 2007.

On April 24, 2007 at the Regular Board meeting the Trustees approved the continuing of the French Immersion Program for one year at the Holy Name Elementary School site and to direct administration to begin examining the feasibility of additional sites for French Immersion in the County with the possibility of beginning in September 2008.

May 16, September 29, and October 22, 2008 Ad Hoc Elementary French Immersion Committee meetings were held.

On February 12, 2008 the Board approved the County Elementary French Immersion Program remaining at the Holy Name Elementary School site for one year and that a committee be struck to study the feasibility for continuation and possible expansion of the County French Immersion Program.

On April 1, 2008 the Board received a verbal report from the Ad Hoc Elementary French Immersion Committee Initial Report as information.

On October 28, 2008 In-camera meeting the Board received the recommendations of the Ad Hoc County Elementary French Immersion Committee as information to be approved in principle and the decision was made to second Therese Barichello to the position of Principal, Special Assignment for the period of December 1, 2008 to August 31, 2009 for the purpose of studying the optimal provision of elementary French Immersion in the County.

To date, Principal Barichello has used the following means to acquire information; phone calls, emails, school visits, surveys, contact with Ministry of Education and the Canadian Parents for French Organization (CPF), consultation with principals, School Councils, teachers, consultants, transportation department, Superintendents, Trustees, as well as doing research and investigation to past practice and policy. School personnel and parents were advised of the survey and the meetings through the School's website and through two synervice messages to respond and attend the meetings. Two public parent information meetings were held on January 5th and 6th, 2009 at the Essex Civic Centre. Both meetings were well attended (40 and 28 respectively). The Ad Hoc French Immersion Committee was in attendance at both meetings, as well as Principal Barichello.

At these two public meetings, Principal Barichello reviewed the results of the surveys, questions and concerns from the public were addressed and their recommendations noted.

On Thursday, January 8, 2009 the Ad Hoc Elementary French Immersion Committee met to review the findings and make recommendations to the Board at the January 27, 2009 Board meeting.

After extensive discussion, consultation and consideration, the following are the recommendations of the Ad Hoc Elementary French Immersion Committee.

IMPLEMENTATION RECOMMENDATIONS:

- 1) The immediate commencement of planning for the transition of the St. Mary School site to a single track French Immersion school.

- 2) The implementation of full day, every day JK and SK at St. Mary School with on-site before and after school child-care.
- 3) The approval of an open boundary for French Immersion at St. Mary Elementary School for all County schools effective the start of the 2009-2010 school year.
- 4) Transportation will be provided if families have children at St. Mary School and want to go to Holy Name School, the Board would agree to bus them to that site. If families at Holy Name School have students in JK to Gr. 4 for French Immersion at the St. Mary School site but also have older siblings remaining at the Holy Name School site, the Board agrees to bus the older siblings to the St. Mary School site (English).
- 5) Transportation will be provided from centralized locations pending enrolment numbers.
- 6) The transfer of existing French Immersion students in Grades 1 to 3 from Holy Name School (Essex) to St. Mary School (in Grades 2 to 4 in 2009-2010).
- 7) For the 2009-10 school year, the St. Mary School site will be JK-4 French Immersion and Grades 5-8, English with planned expansion of French Immersion by one grade upwards each subsequent year.
- 8) Effective for the 2009-10 school year, the Holy Name School site JK- Gr.8 will be English.
- 9) The retention of the English track students currently in Grades 4 to 7 at St. Mary School 2008-09, space permitting. If space does not allow all or a portion of these students to remain, then the lower grades would be transferred first to Holy Name School. The intent would be to allow existing English track students at St. Mary School to finish their elementary education at St. Mary School, if at all feasible.
- 10) Principal Barichello will submit regular status reports to administration and the Board on the planning and implementation of the proposed St. Mary French Immersion School site.

The approval of the above recommendations should assure the community of the Board's ongoing commitment to French Immersion in the County of Essex.

FINANCIAL IMPACT:

Estimated expenses:

- a) Transportation for Holy Name School and St. Mary School students to their respective sites. The financial implications of transportation to be determined at a later date. As a point of reference, the current cost per student attending the St. Anne French Immersion Program is approximately \$740.00 per student annualized. Discussions will be ongoing with the Transportation department in order to minimize overall transportation costs.
- b) Staffing for Grades 1-4 will follow the normal staffing and funding protocol. The additional staffing required to accommodate a full-time JK/SK program must be realized through alternate means and will be determined during preparation of the 2009-10 Operating Budget.

- c) Capital cost for retrofitting St. Mary School.
 - a. \$60,000 - \$80,000 for the façade
 - b. \$50,000 for washrooms
 - c. \$7,500 for signage
 - d. \$10,000 for painting the interior of the school
 Total estimate = \$147,500.
- d) Cost of an additional JK/SK classroom(s) -approximately \$15,000 x 2 = \$30,000. JK/SK French Immersion program costs, including resources and materials will be approximately \$5,000 per classroom.
- e) Advertising and marketing costs - approximately \$30,000 to be funded from the Special Board Approval budget line
- f) Child Care and before and after school programs would continue to be provided at the St. Mary School site, therefore there should be no additional costs to the Board.

Annual Revenues:

- a) French Immersion Grant \$337.39 per student per year (for the 2008-09 school year at the Holy Name School site, $\$337.39 \times 43 = \$14,507.77$), over and above existing funding.

TIMELINES:

Pending Board approval, implementation, marketing and planning to begin immediately in preparation for the launch of JK/SK registration in February with full implementation for the September 2009 school year.

APPENDICES: None

REPORT REVIEWED BY:

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL	Review Date:	January 19, 2009
<input checked="" type="checkbox"/>	SUPERINTENDENT	Approval Date:	January 21, 2009
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	January 21, 2009

**PROPOSED AMENDMENTS TO THE AD HOC FRENCH IMMERSION
COMMITTEE FINAL REPORT**

REVISED RECOMMENDATION:

That the Board approve the following Ad Hoc Elementary French Immersion Committee recommendations:

The designation of St. Mary Elementary School as the permanent site for a single track French Immersion school with full-time JK/SK to commence in September 2009 (including Implementation Recommendations);

***and*, that the Board approve the dissolution of the Ad Hoc Elementary French Immersion Committee in accordance with Board By-Law 4:03;**

***and*, (REVISED) that the Board approve the establishment of a system-wide standing French Immersion Committee which will develop Terms of Reference to be approved by the Board. Included in the Terms of Reference will be provisions for the Holy Name and St. Mary School Communities to advise the committee of ongoing issues and concerns with respect to the transition issues related to single/dual track French Immersion at the St. Mary Catholic school site.**

REVISED IMPLEMENTATION RECOMMENDATIONS:

1. The immediate commencement of planning for the transition of the St. Mary School site to a single track French Immersion school.
2. Full day French Immersion Junior and Senior Kindergarten at St. Mary Elementary School to begin in September 2009, with on-site before and after school child-care.
3. The approval of an open boundary for French Immersion at St. Mary Elementary School for all County schools effective the start of the 2009-2010 school year.
4. A dual track French Immersion/English Language Instruction program will be provided at St. Mary Elementary from Grades 1 – 8 effective September, 2009. In each succeeding year, one English Language grade will be eliminated. (i.e. 2010-2011 – grade 1, 2011-2012 – grade 2, etc.)
5. Effective for the 2009-2010 school year, the Holy Name School site Junior Kindergarten to Grade 8 will be English language.

HANDOUT - January 27, 2009

6. The transfer of existing French Immersion students in Grades 1 to 3 from Holy Name School (Essex) to St. Mary School (in Grades 2 to 4 in 2009-2010).
7. A parent of any French immersion student transferring from Holy Name to St. Mary who has an older child in an English language grade at Holy Name may elect to transfer that student to the St. Mary English track. Transportation will be provided by the Board.
8. Transportation for French Immersion students will be provided from centralized locations outside the Holy Name and St. Mary boundaries pending enrolment numbers.
9. Principal Barichello will submit regular status reports to administration and the Board on the planning and implementation of the St. Mary French Immersion School site.



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

Meeting Date:
 January 27, 2009

BOARD REPORT

Public **In-Camera**

PRESENTED FOR: Information Approval

PRESENTED BY: Senior Administration

SUBMITTED BY: Joseph Berthiaume, Director of Education
 Mario latonna, Superintendent of Business

SUBJECT: **AUDIT COMMITTEE REPORT – NOTES FROM THE MEETING OF JANUARY 7, 2009**

RECOMMENDATION:

That the Board receive the Notes from the Audit Committee Meeting of January 7, 2009 as information.

SYNOPSIS: The Audit Committee was established by Board resolution at the June 26, 2006 Board Meeting and the Board approved the Committee’s Terms of Reference at the August 29, 2006 Board Meeting. The Audit Committee members for the 2006 - 2010 election term consist of Trustees Soulliere, DiMenna and Porcellini. The chair for the 2008 calendar year is Trustee Porcellini.

BACKGROUND COMMENTS: In accordance with the Board By-Laws, committees are to report meeting activities either verbally or in writing. Notes from the January 7, 2009 meeting are attached.

FINANCIAL IMPACT: None.

TIMELINES: N/A

APPENDICES: Notes from the January 7, 2009 Audit Committee Meeting

REPORT REVIEWED BY:

<input checked="" type="checkbox"/> EXECUTIVE COUNCIL	Review Date:	January 26, 2009
<input checked="" type="checkbox"/> SUPERINTENDENT	Approval Date:	January 21, 2009
<input checked="" type="checkbox"/> DIRECTOR OF EDUCATION:	Approval Date:	January 21, 2009



1325 California Avenue
 Windsor, ON N9B 3Y6
 CHAIRPERSON: Fred Alexander
 DIRECTOR OF EDUCATION: Joseph Berthiaume
 Telephone: (519) 253-2481 FAX: (519)985-2924

AUDIT COMMITTEE

Wednesday, January 7, 2009 at 6:00 p.m.
Windsor Essex Catholic Education Centre
1325 California Avenue, Windsor
St. Thomas Aquinas Meeting Room

NOTES

PRESENT:

Trustee Committee Members:

M. DiMenna
S. Porcellini

Administration:

M. Iatonna
P. King

Guests: (Present from 6:02 p.m. to 6:27 p.m.)

Lindsay Rounding, Representative from Graham, Settrington, McIntosh, Driedger & Hicks

Regrets:

L. Soulliere
J. Berthiaume

Recorder:

C. Racine

1. Call to Order and Opening Prayer – The meeting convened at 6:04 p.m. and opened with a prayer.
2. Recording of Attendance – Trustee Soulliere sent regrets.
3. Approval of Agenda/Questions Pertaining to Agenda

Moved by Trustee DiMenna that the agenda be approved. **Carried.**

4. Disclosure of Interest – Pursuant to the Municipal Conflict of Interest Act - Trustee Porcellini disclosed interest in relation to In-Camera agenda item 5 (3) and did not participate in the discussion or review of documentation.

Moved by Trustee DiMenna that pursuant to the Education Act – Section 207 and as authorized by Board By-Law 4:15/5, the Audit Committee go into a meeting which is closed to the public to discuss other protected information matters. **Carried.**

Superintendent latonna and Manager King left the meeting at 6:07 p.m.

5. **(In-Camera) i) Discussion with External Auditor and Trustees**

Superintendent latonna and Manager King re-entered the meeting at 6:27 p.m.

ii) Other Business

Moved by Trustee DiMenna that the Audit Committee move out of In-Camera. **Carried.**

(Public) i) Election of Chair

Deferred to next meeting.

6. **Other Business/Questions** - None.

7. **Pending Items**

8. **Future Scheduled Meeting Dates:**
To Be Determined.

9. **Closing Prayer and Adjournment** – The meeting adjourned at 7:14 p.m.

Distribution:

- Audit Committee Members (Trustees DiMenna, Porcellini and Soulliere)
- Trustees and Director of Education
- Administrative Resource to the Committee: M. latonna, P. King



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

Meeting Date:
 January 27, 2009

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: **SPECIAL EDUCATION ADVISORY COMMITTEE (SEAC)**
Meeting of December 11, 2008

RECOMMENDATION:

That the Board receive the Minutes of the December 11, 2008 Special Education Advisory Committee meeting as information.

SYNOPSIS: The Special Education Advisory Committee (SEAC) is an advisory committee mandated through the Education Act as a standing committee of each school board. All minutes of the Special Education Advisory Committee are to be received by the Board.

BACKGROUND COMMENTS: The Special Education Advisory Committee reports to the school board and makes recommendations to the board regarding special education programs and services. Regulation 464/97 sets out requirements for school boards with respect to Special Education Advisory Committees and outlines their role, membership, and scope of activities. The regulation requires SEACs to meet at least ten times in each school year.

FINANCIAL IMPACT: n/a

TIMELINES: The next SEAC meeting occurred on Thursday, January 15, 2008 at the Catholic Education Centre. Minutes will be provided following approval by SEAC.

APPENDICES:

- Special Education Advisory Committee Minutes of December 11, 2008

REPORT REVIEWED BY:

<input checked="" type="checkbox"/> EXECUTIVE COUNCIL	Review Date:	January 19, 2009
<input checked="" type="checkbox"/> SUPERINTENDENT	Approval Date:	January 19, 2009
<input checked="" type="checkbox"/> DIRECTOR OF EDUCATION:	Approval Date:	January 19, 2009



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, December 11, 2008 – 6:00 P.M.

Windsor Essex Catholic Education Centre

1325 California Avenue, Windsor

Blessed Marie Rose Durocher Meeting Room

MINUTES

Present:	Lisa Soulliere	Trustee Member (Chair)
	Mary DiMenna	Trustee
	Cathy Geml	Superintendent, Learning Support Services
	Bev Clarke	Learning Disabilities Association (Vice-Chair)
	Melanie Allen	VIEWES
	Claudio DelDuca	High School Council
	Anne Marie Drkulec	Integration Action for Inclusion
	Rita Raniwsky	Principals' Association (ex-officio)
	Lana Vince	From Ensemble
	Fred Alexander	Chairman of the Board
	Simone Lira	Recording Secretary

1. Call to order – As the Chair, Trustee Soulliere was arriving late, Trustee DiMenna, and newly elected Vice-Chair of the Board called the meeting to order.
2. Opening Prayer
3. Welcome/Introductions – Trustee DiMenna introduced a new member to SEAC, Melanie Allen from VIEWES – Support for the Families of Blind & Visually Impaired Children
4. Recording of Attendance
Regrets from Cas Graham-Stuart, Paula Nantais-Murphy and Sonia Sovran
5. Approval of Agenda
Motion by Bev Clarke and seconded by Anne Marie Drkulec that the Agenda be approved as printed and circulated. Carried
6. Agenda Questions from Observers – None
7. Disclosure of Pecuniary Interest – None
8. Approval of Minutes – October 23, 2008
Motion by Anne Marie Drkulec and seconded by Bev Clarke that the Minutes be approved. Carried
9. Business Arising from Minutes – None
10. Information Items –

- Lana Vince, a member from Ensemble did a presentation on the organization. The Ensemble (meaning “all together”) tag line is – “Making Connections, Inspiring Strength”. Lana has utilized the support of Ensemble in the past in regard to her own son and has since become a parent consultant for the organization.
- Lisa Raffoul and Marilyn Godard, both parents of children with disabilities, established Ensemble eight years ago. The organization is funded and supported by Community Living Essex County, although they are completely independent.
- Ensemble empowers parents and families with children who have disabilities by making available to them resources and tools that provide ideas, coping mechanisms and guidance. The premise is one of parents mentoring other parents who have been or are in a similar situation, creating a condition where parents can speak openly and honestly with one another and share in their experiences.
- Some Ensemble resources include an informative website, with free downloads such as *Tips for Positive School Experience*, various projects including *Create a File (for organizing child records)* and *Project High Five*. Some of the books available for purchase or borrowing include *Ring of Friendship* and *Special Kids, Special Parents*. Ensemble is a parent mentoring service for parents of various cultures, with the hope of translating their literature into 10 different languages. As well, they organize presentations, one of which was entitled *Preparing for Change* geared toward preschool aged children and preparing them for transition into school.

11. Report from Chair

- Trustee Soulliere reported on the Auditor General’s Report, which came out on Monday. In it was a section on Special Education, which seemed to focus on communication with parents, the IPRC and IEP Processes and report cards.
- Trustee Soulliere asked that it be put on our Agenda for the next meeting once Simone sent the document to the SEAC members.

Report from Trustees

- From the Board Meeting of November 25, Trustee DiMenna reported on the ratification of four-year collective agreements with the OECTA - Elementary, Secondary and Occasional Teachers, the CUPE - Educational Assistant Group and Special Services Unit and the CAW - Custodians and Maintenance, and Office, Clerical and Technician units.
- At the meeting in November, Trustees received the Principal and Vice-Principal Placements, effective January 1, 2009.
- The Trustees are pleased to announce the following: Payment of \$3,332.00 on behalf of the Board’s School Advisory Committees, annual membership fees with the Ontario Association of Parents in Catholic Education
- Payment in the amount of \$572,481.16 for the Ontario School Boards’ Insurance Exchange (OSBIE) for the 2009 school year.
- The Board approved the appointment of Melanie Allen, representing the community agency VIEWS – Support for the Families of Blind and Visually Impaired Children, to the Special Education Advisory Committee for the balance of the four year term ending November 30, 2010.
- Therese Barichello has been seconded to the position of Elementary Principal, Special Assignment for the period of December 1, 2008 to August 31, 2009 for the purpose of studying the optimal provision of elementary French Immersion in the County.

13. Report from Superintendent
 - Superintendent Geml reported on the PALS Program as having very positive results. She advised that she would come back to SEAC with presentations at the February meeting.
 - There have been significant gains to grade 3. As a Board, we have been asked to present at the AERO Conference, the CASA Conference in Halifax, the Regional Coordinator's Conference and the Regional Curriculum Superintendents in February 2009. The London Catholic District School Board and the Thunder Bay Catholic District School Board have both visited our Board to observe PALS. As a result of monitoring the program system-wide, we are getting measurable stats so that we can see the gains made. The PALS program has been recognized as a best practice. Rita Raniwsky gave testimony to the positive results of her students working with their peers, and showing not just positive reading change, but self-esteem improvement.
 - Cathy reported that we have initiated a new system audit of our IEPs that involves monthly meetings with school personnel and various Learning Support Staff at the Catholic Education Centre. The school staffs bring to the table what they are struggling with and spend time with Board staff to review IEPs.
14. New Business - None
15. Association Reports - None
16. Closing Prayer

Fred Alexander was asked to say the closing prayer. Trustee Alexander thanked everyone from SEAC and advised that the Board is grateful for all that the members do for the students with special needs. He wished everyone a blessed Christmas. The Our Father was recited.
17. Adjournment

The meeting adjourned at 6:50 p.m.
Date of the next meeting is Thursday, January 15, 2009 in the Blessed Marie Rose Durocher Meeting Room