



**WINDSOR-ESSEX CATHOLIC  
DISTRICT SCHOOL BOARD**

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

**SPECIAL BOARD MEETING  
Tuesday, February 3, 2009 at 6:00 p.m.  
Windsor Essex Catholic Education Centre  
John Paul II Boardroom**

**A G E N D A**

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. Delegations:
  - a. 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.*
8. Item:
  - a. Deferred Report (*as revised*) from the January 27, 2009 Regular Board Meeting: 1 - 4  
Ad Hoc Elementary French Immersion Study Committee - Final Report
9. Remarks/Questions by Trustees
10. Closing Prayer
11. 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 Alexander  
DIRECTOR OF EDUCATION: Joseph Berthiaume

February 2, 2009

Vittoria Conciatori-Fortier  
St. Mary Catholic School Parent  
12096 County Road #34  
Maidstone, ON N0R 1K0

**BY E-MAIL:**

Dear Mrs. Conciatori-Fortier:

**Re: Request to Appear as a Delegation at the February 3, 2009 Board Meeting**

This letter acknowledges your correspondence dated February 1, 2009 requesting an opportunity to appear as a delegation at the February 3, 2009 Special meeting of the Windsor-Essex Catholic District School Board.

Please be advised that your request has been granted. The Special Meeting begins at 6:00 p.m. in the Board Room at the Windsor Essex Catholic Education Centre located at 1325 California Avenue, Windsor.

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

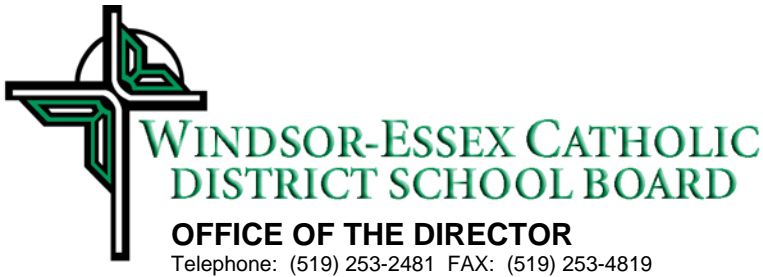
In accordance with the Board By-Laws, the delegation will have **up to ten minutes to make the presentation**, which shall be limited to the nature of the petition.

Please contact the Executive Assistant to the Board at 519-253-2481, extension 1289, if you have any questions about the presentation process.

Sincerely,

Joseph Berthiaume  
**Director of Education**

cc: Fred Alexander, Board Chairperson  
Trustees



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

February 2, 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 February 3, 2009 Board Meeting**

This letter acknowledges your correspondence dated February 2, 2009 requesting an opportunity to appear as a delegation at the February 3, 2009 Special meeting of the Windsor-Essex Catholic District School Board.

Please be advised that your request has been granted. The meeting begins at 6:00 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 Bastien, CSAC Vice-Chair will be present to make a short statement 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.

Please contact the Executive Assistant to the Board at 519-253-2481, extension 1289 if you have any questions about the presentation process.

Sincerely,

Joseph Berthiaume  
**Director of Education**

cc: Fred Alexander, Board Chairperson  
Trustees



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February 2, 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 February 3, 2009 Board Meeting**

This letter acknowledges your correspondence dated February 2, 2009 requesting an opportunity to appear as a delegation at the February 3, 2009 Regular meeting of the Windsor-Essex Catholic District School Board.

Please be advised that your request has been granted. The Special Meeting begins at 6:00 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 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.

Please contact the Executive Assistant to the Board at 519-253-2481, extension 1289 if you have any questions about the presentation process.

Sincerely,

Joseph Berthiaume  
**Director of Education**

cc: Fred Alexander, Board Chairperson  
Trustees



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

**Meeting Date:**  
February 3, 2009  
**Deferred from:**  
January 27, 2009

**AS REVISED & DEFERRED  
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 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.**

**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 synervoice messages to respond and attend the meetings. Two public parent information meetings were held on January 5<sup>th</sup> and 6<sup>th</sup>, 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. 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.
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.

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 X 43 = \$14,507.77), over and above existing funding.

**TIMELINES:**

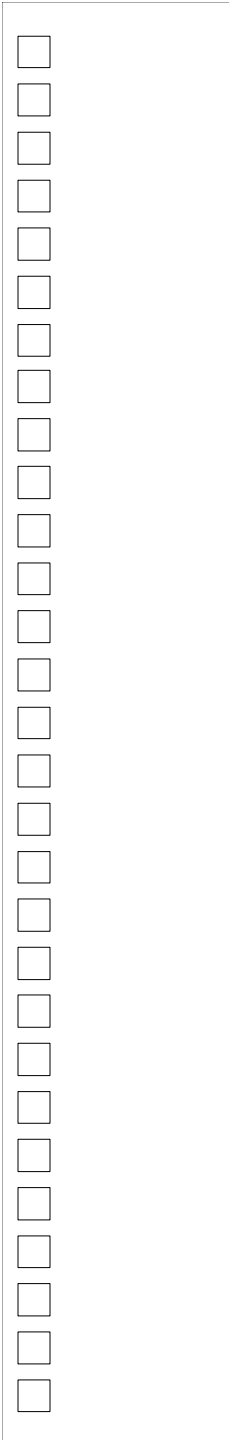
Pending Board approval, implementation, marketing and planning to begin immediately in preparation for the launch of JK/SK registration in February with full implementation for the September 2009 school year.

**APPENDICES:** None

**REPORT REVIEWED BY:**

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL	Review Date:	January 28, 2009
<input checked="" type="checkbox"/>	SUPERINTENDENT	Approval Date:	January 28, 2009
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	January 28, 2009





# County Elementary French Immersion Program

February 3, 2009

At the January 27, 2009 meeting of the Board, in public session the recommendation of the Ad Hoc Elementary French Immersion Committee was deferred to February 3, 2009 for consultation and data collection.



# Public Meetings

- Thursday, January 29, 2009
- **St. Mary School Community** (6:00-8:00pm)
- **Holy Name School Community** (7:00-9:20pm)
- -review of recommendations and process
- Friday, January 30, 2009
- **St. John the Evangelist School Community**
  - (7:00 – 9:30)
- Possible implications of Ad Hoc F.I. Committee on the St. John Evangelist School Community



# St. Mary Community Meeting

-review of process leading up to decision

-reasons for recommendations of the St. Mary School site

- significant projected enrolment decline
- lowest FTE population in the system
- close proximity to existing program
- central to the County (Hwy.#3)
- existing child care
- available space
- space for expansion
- no competing French Immersion or French as First Language site nearby



# Holy Name School Community Meeting

-questions arising from the January 27, 2009 Ad Hoc F.I. Committee recommendations

- accommodating the County French Immersion Program
- Holy Name School accommodation issues, including boundaries
- transportation issues
- special education issues
- parish/school commitment



# Why a single track option?

- Success of the St. Anne Elementary French Immersion Program
- Loss of Catholic students to French Language Programs
- More cost effective



# Why the St. Mary School site?

- Provides a venue for a long term commitment to a County French Immersion Program
- Provides a long term commitment to the St. Mary community to ensure the longevity of St. Mary Catholic School
- Encourages growth in the catchment area of the school
- Provides a unique and innovative learning opportunity for 4 & 5 year-olds, including child care

# St. Mary Transportation Estimates

Holy Name Statistics:

Current Enrolment 42  
 Current Bus Riders 33  
 Current cost of transportation (riding Holy Name routes)  
 2009/2010 Projected cost of 2 buses for relocation to St. Mary

Assumptions: Expansion of program and growth of +20 students with same busses.

**Year 1 2009-10**

**Year 2 2010-11**

**Year 3 2011-12**

Total Students Transported	French Imm Total Program Per day	Cost per Student Per day
33	\$120.55	\$3.65
42	\$420.86	\$10.02
62	\$420.86	\$6.79
82	\$420.86	\$5.13
102	\$420.86	\$4.13



# St. Mary Dual Track Model

2009-2010

<i>Track</i>	<i>Classrooms</i>	<i>Cost per classroom</i>	<i>Total</i>
English	7	\$78,000.00	\$546,000.00
F. I.	5	\$78,000.00	\$390,000.00
		Staff Costs	\$936,000.00
		2 portables (x \$30,000.00)	\$ 60,000.00
		Transportation	\$80,000.00
<b>Total Cost</b> (2009/2010)			<b>\$1,076,000.00</b>

# St. Mary Dual Track Model

2010-2011

<i>Track</i>	<i>Classrooms</i>	<i>Cost per classroom</i>	<i>Total</i>
English	7	\$78,000.00	\$ 546,000.00
F. I.	7	\$78,000.00	\$ 546,000.00
		Staff Costs	\$1,092,000.00
		2 portables (x\$30,000.00)	\$ 60,000.00
		Transportation	\$ 70,000.00
<b>Total Cost (2010/2011)</b>			<b>\$1,222,000.00</b>

# St. Mary Dual Track Model

2011-2012

<i>Track</i>	<i>Classrooms</i>	<i>Cost per classroom</i>	<i>Total</i>
<b>English</b>	<b>7</b>	<b>\$78,000.00</b>	<b>\$ 546,000.00</b>
<b>F. I.</b>	<b>9</b>	<b>\$78,000.00</b>	<b>\$ 702,000.00</b>
	<b>Staff Costs</b>		<b>\$1,248,000.00</b>
	<b>2 portables (x \$30,000.00)</b>		<b>\$ 60,000.00</b>
	<b>Transportation</b>		<b>\$ 60,000.00</b>
<b>Total Cost</b>	<b>(2011/2012)</b>		<b>\$1,368,000.00</b>

# St. Mary Single Track Proposal

2009-2010

<i>Track</i>	<i>Classrooms</i>	<i>Cost per classroom</i>	<i>Total</i>
<b>English</b>	<b>5</b>	<b>\$78,000.00</b>	<b>\$390,000.00</b>
<b>F. I.</b>	<b>5</b>	<b>\$78,000.00</b>	<b>\$390,000.00</b>
	<b>Staff Cost</b>		<b>\$780,000.00</b>
	<b>No portables</b>		
	<b>Transportation</b>		<b>\$80,000.00</b>
<b>Total Cost</b>	<b>(2009/2010)</b>		<b>\$860,000.00</b>

# St. Mary Single Track Proposal

2010-2011

<i>Track</i>	<i>Classrooms</i>	<i>Cost per classroom</i>	<i>Total</i>
<b>English</b>	<b>4</b>	<b>\$78,000.00</b>	<b>\$312,000.00</b>
<b>F. I.</b>	<b>7</b>	<b>\$78,000.00</b>	<b>\$546,000.00</b>
	<b>Staff Cost</b>		<b>\$858,000.00</b>
	<b>1 portable ( x \$30,000.00)</b>		<b>\$ 30,000.00</b>
	<b>Transportation</b>		<b>\$ 70,000.00</b>
<b>Total Cost</b>	<b>(2010/2011)</b>		<b>\$958,000.00</b>

# St. Mary Single Track Proposal

2011-2012

<i>Track</i>	<i>Classrooms</i>	<i>Cost per classroom</i>	<i>Total</i>
<b>English</b>	<b>4</b>	<b>\$78,000.00</b>	<b>\$312,000.00</b>
<b>F. I.</b>	<b>7</b>	<b>\$78,000.00</b>	<b>\$546,000.00</b>
	<b>Staff Costs</b>		<b>\$858,000.00</b>
	<b>No portables</b>		
	<b>Transportation</b>		<b>\$ 60,000.00</b>
<b>Total Cost</b>	<b>(2011/2012)</b>		<b>\$918,000.00</b>

# 4 Year Cost Comparison

Year	Single Track	Dual Track
2009-2010	\$860,000.00	\$1,076,000.00
2010-2011	\$958,000.00	\$1,222,000.00
2011-2012	\$918,000.00	\$1,368,000.00
2012-2013	\$849,000.00	\$1,446,000.00
Total Cost	\$3,585,000.00	\$5,112,000.00

4 Year projected cost savings \$1,527,000.00 for single track school.