



1325 California Avenue
 Windsor, ON N9B 3Y6
 CHAIRPERSON: Barbara Holland
 DIRECTOR OF EDUCATION: Paul A. Picard

REGULAR BOARD MEETING
Tuesday, December 13, 2011 at 7:00 p.m.
Windsor Essex Catholic Education Centre
John Paul II Boardroom

A G E N D A

I	In-Camera Meeting – 6:00 p.m.	Page #
II	Regular Meeting of the Board - 7:00 p.m.	
1.	Call To Order	
2.	Opening Prayer	
3.	Recording of Attendance	
4.	Approval of Agenda	
5.	Questions Pertaining to Agenda	
6.	Disclosure of Interest - <u>Pursuant to the Municipal Conflict of Interest Act.</u>	
7.	Presentations:	
	a. Principal’s Presentation: Our Lady of Mount Carmel (C. Geml)	--
	b. Adult Education Update (C. Geml)	--
8.	Delegations:	
	a. Delegation Regarding Items <u>Not</u> on the Agenda	--
	<i>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.</i>	
	i) Robin Easterbrook, Chair of Windsor Heritage Committee and Lynn Baker, Windsor Region Branch, Architectural Conservancy of Ontario to speak about the St. Bernard Catholic Elementary School closure.	
	b. Delegations Regarding Items <u>On</u> the Agenda	--
	<i>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.</i>	

- | | | |
|-----|--|----------------|
| 9. | Action Items: | |
| | a. Approval of Minutes | |
| | i) Minutes of In-Camera Meeting, November 22, 2011 | -- |
| | ii) Minutes of Regular Board Meeting, November 22, 2011 | 1-6 |
| | iii) Minutes of Organizational Meeting, December 6, 2011 | 7-9 |
| | b. Items from the convened in-camera meeting of December 13, 2011 | -- |
| 10. | Communications: | |
| | a. External (Associations, OCSTA, Ministry): | 10 |
| | i) Memorandum from Ontario Catholic Schools Trustees' Association (OCSTA) dated November 15, 2011, Catholic Education Week – May 6 to May 11, 2012 (P. Picard) | |
| | b. Internal (Reports from Administration) | |
| | i) Report: Administrative Staff Report (J. Bumbacco) | 11-12 |
| | ii) Report: 2011-12 Revised Estimates (M. Iatonna) | <i>Handout</i> |
| 11. | Unfinished Business: <i>None</i> | -- |
| 12. | New Business: | |
| | a. Field Trips: | |
| | i) Report: St. Anne Catholic Secondary School field trip to Los Angeles, California March 12-17, 2012 (J. Bumbacco) | 13-19 |
| | b. Report: Trustee Accidental Death and Dismemberment Insurance – 2012 (M. Iatonna) | 20-28 |
| | c. Report: Ontario School Boards' Insurance Exchange (OSBIE) Insurance Premium – Year 2012 (M. Iatonna) | 29-30 |
| 13. | Committee Reports: <i>None</i> | |
| 14. | Notice of Motion: <i>None</i> | -- |
| 15. | Remarks and Announcements: | |
| | a. Chairperson | |
| | b. Director of Education | |
| | c. Board Chaplain | |
| 16. | Remarks/Questions by Trustees | |
| 17. | Pending Items | |
| | a. Deferred Report: Play Surface Material Standard – Rubber (<i>deferred from April 28, 2009</i>) | -- |
| 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 with the In-Camera Session beginning at 6:00 p.m. and the Public Session beginning at 7:00 p.m.*

- Tuesday, January 17, 2012
- Tuesday, January 31, 2012
- Tuesday, February 14, 2012
- Tuesday, February 28, 2012
- Tuesday, March 13, 2012 (***TENTATIVE – MARCH BREAK***)
- Tuesday, March 27, 2012
- Tuesday, April 10, 2012
- Tuesday, April 24, 2012
- Tuesday, May 8, 2012
- Tuesday, May 22, 2012
- Tuesday, June 12, 2012
- **MONDAY**, June 25, 2012

20. Closing Prayer

21. Adjournment

Barbara Holland
Board Chairperson

Paul A. Picard
Director of Education & Secretary of the Board



1325 California Avenue
Windsor, ON N9B 3Y6
CHAIRPERSON: Fred Alexander
DIRECTOR OF EDUCATION: Paul A. Picard

**REGULAR BOARD MEETING
Tuesday, November 22, 2011 at 7:00 p.m.
Windsor Essex Catholic Education Centre
John Paul II Boardroom**

MINUTES

PRESENT

Trustees:

F. Alexander, Chair	J. Macri
J. Courtney	B. Mastromattei
M. DiMenna, Vice-Chair	J. McMahon
F. Favot	L. Soulliere
B. Holland	
J. Najem, Student Trustee	
N. Tavares, Student Trustee	
Rev. L. Brunet, Board Chaplain	

Regrets:

Administration:	P. Picard (Resource)	P. King
	J. Bumbacco	P. Murray
	C. Geml	C. Norris
	M. Iatonna	S. O'Hagan-Wong
	J. Braid	M. Seguin
	E. Byrne	J. Ulicny

Recorder: B. Marshall

1. Call To Order - Chair Alexander called the meeting to order at 7:24 p.m.
2. Opening Prayer - Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance - All trustees present.
4. Approval of Agenda

Moved by Trustee McMahon and seconded by Trustee Soulliere that the November 22, 2011 Regular Board meeting agenda be approved as distributed. Carried

5. Questions Pertaining to Agenda: *None*

6. Disclosure of Interest - Pursuant to the Municipal Conflict of Interest Act.: *None*
7. Presentations:
- a. Facility Partnership Annual Public Announcement

In compliance with *Ministry Memorandum 2010: B1 Encouraging Facility Partnerships*, dated February 11, 2010 and the *Ministry of Education's Facility Partnerships Guideline*, the board held its second annual public meeting in order to exchange information with interested community partners regarding available spaces and/or potential co-build projects and community needs. Presently there is no available space in any of our schools for the purposes identified in the policy. If this changes in the future, appropriate notification will be provided.

8. Delegations: *None*
- a. Delegation Regarding Items Not on the Agenda
- b. Delegations Regarding Items On the Agenda

9. Action Items:
- a. Approval of Minutes
- i) Minutes of In-Camera Meeting, November 8, 2011

Moved by Trustee Soulliere and seconded by Trustee DiMenna that the minutes of the Committee of the Whole Board In-Camera meeting of November 8, 2011 be adopted as distributed. Carried

- ii) Minutes of Regular Board Meeting, November 8, 2011

Moved by Trustee McMahon and seconded by Trustee Macri that the minutes of the Regular Board meeting of November 8, 2011 be adopted as distributed. Carried

- b. Items from the convened in-camera meeting of November 22, 2011

Vice Chair DiMenna reported that the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board meeting on November 22, 2011 pursuant to the Education Act - Section 207, to consider specific personnel, and other matters permitted or required to be kept private and confidential under the Freedom of Information and Protection of Privacy Act.

Moved by Trustee DiMenna and seconded by Trustee Courtney that the recommendations and directions of the Committee of the Whole Board at its in-camera meeting of November 22, 2011 be approved. Carried

Vice Chair DiMenna made the following announcements:

from the November 22, 2011 Committee of the Whole Board in-camera meeting

- receipt of the Administrative Staff Report on hiring, leave of absence, return from leave of absence, retirement and resignation of staff, dated November 22, 2011;
- approval of Remuneration for the Board Chaplain;
- In-Camera Audit Committee Minutes;

- approval to enter into discussions with the Windsor Public Library.

10. Communications:

- a. External (Associations, OCSTA, Ministry): *None*
- b. Report: Administrative Staff Report

Moved by Trustee Holland and seconded by Trustee Mastromattei that the Board receive the Administrative Staff Report on hiring, retirement and resignation of staff dated November 22, 2011 as information. Carried

- c. Report: 2010-11 Special Education Report for the Fiscal Year Ended August 31, 2011

Trustee Soulliere requested the Special Education Advisory Committee (SEAC) also receive this report at its next scheduled meeting.

Moved by Trustee Soulliere and seconded by Trustee DiMenna that the Board receive the Special Education Budget Report for the fiscal year ended August 31, 2011 as information. Carried

- d. Report: 2010-11 School Budget Status Report

Trustees enquired on various schools' deficits and questioned whether schools in a surplus "carry over" the funds to the next year. Executive Superintendent Iatonna explained some of the reasons for the deficits and confirmed the surplus is carried over to the next year.

Moved by Trustee Macri and seconded by Trustee Holland that the Board receive the 2010-11 School Budget Status Report as information. Carried

11. Unfinished Business: *None*

12. New Business:

- a. Field Trips:
 - i) Report: Holy Names Catholic Secondary School's Concert Band, Jazz Band and Choir field trip to Anaheim, California May 17-21, 2012

Moved by Trustee Macri and seconded by Trustee DiMenna that the Board approve the Holy Names Catholic High Schools' Field Trip to Anaheim, California from Thursday, May 17, 2012 to Monday, May 21, 2012. Carried

- ii) Report: Catholic Central Secondary School field trip to Lansing, Michigan for the UN Debate December 1-3, 2011

Moved by Trustee Macri and seconded by Trustee DiMenna that the Board approve the Catholic Central High School Field Trip to Lansing, Michigan for the UN Debate from Thursday, December 1, 2011 to Saturday, December 3, 2011. Carried

- b. Deferred Report: Board Policy Review (*final approval*) Amended Policy SC:04 Field Trip/Excursions Policy

Trustee Favot complimented administration and the field trip committee for this well drafted policy.

Moved by Trustee Holland and seconded by Trustee Macri that the Board provide final approval to Draft Amended Board Policy SC: 04 Field Trips/Excursions;

and, that the Board receive Administrative Procedure Pr SC: 04 Field Trips/Excursions. Carried

- c. Report: 2011-12 Honoraria for Board Members

Moved by Trustee Holland and seconded by Trustee Macri that the Board approve the honoraria for Board Members for the period from December 1, 2011 to November 30, 2012 in the amounts of \$10,294.59 for Trustees, \$13,359.61 for Vice-Chair and \$16,424.63 for Chair. Carried

- d. Report: Janitorial Supplies Extension 2011-12

Trustee Favot suggested the Board investigate an ozone and water chemical-free cleaning product that was recently featured in the media.

Moved by Trustee Holland and seconded by Trustee McMahon that the Board approve an extension to June 30, 2012 of the purchase order contracts for Janitorial Supplies to International Supply Systems Inc., Champion Products, Holland Cleaning Solutions Ltd., Merchants Paper Company Ltd., and Swish Maintenance Ltd. as a charge to Plant Operation Supplies accounts 000-40-340000-1-000, 000-40-340000-4-000, 000-40-340000-5-000 and 000-44-340000-6-000. Carried

- e. Report: 2010-11 Fiscal Year-End Financial Statements

Trustee Soulliere requested administration to draft a letter to the Ministry outlining the Board's displeasure with the current financial statements format.

Moved by Trustee Holland and seconded by Trustee DiMenna that the Board approve the audited 2010-11 Fiscal Year-End Financial Statements. Carried

13. Committee Reports:

- a. Report: Appointment Of Trudy Richards, Representative Autism Ontario, Windsor Essex to the Special Education Advisory Committee (SEAC)

Moved by Trustee DiMenna and seconded by Trustee Favot that the Board approve the appointment of Trudy Richards, representative, Autism Ontario, Windsor Essex to the Special Education Advisory Committee (SEAC) for the balance of the four-year term, December 1, 2010 to November 30, 2014. Carried

- b. Report: Appointment Of Erin Earls, Alternate Representative, Windsor-Essex Down Syndrome Association to the Special Education Advisory Committee (SEAC)

Moved by Trustee Soulliere and seconded by Trustee DiMenna that the Board approve the appointment of Erin Earls, alternate representative, Windsor-Essex Down Syndrome Association to the Special Education Advisory Committee (SEAC) for the balance of the four-year term, December 1, 2010 to November 30, 2014. Carried

- c. Report: Audit Committee Meeting of September 26, 2011 and the Annual Audit Committee Report

Moved by Trustee Holland and seconded by Trustee Mastromattei that the Board receive the Audit Committee Minutes of September 26, 2011 as information; and,

That the Board receive the 2010-11 Annual Audit Committee Report as information. Carried

14. Notice of Motion: *None*

15. Remarks and Announcements:

- a. Chairperson Alexander, on behalf of the board, expressed gratitude to Jill Braido, Communication Coordinator for her years of service.
- b. Director of Education Picard provided comment on recent activities supporting the Board's strategic priorities namely;
Catholic Faith Formation: Met with Bishop Fabbro this morning at St. Peter's Seminary.
Employee Development And Student Achievement Initiatives: On November 21st the New Teacher Induction Program held a workshop; Principal's mentoring continues; An Aboriginal in-service for grade 10 History/Civics and LST teachers November 29th; Occasional teachers will once again be able to view the Epi-Pen demonstration tomorrow.
Celebrating Achievements: Thanked the staff and students for the numerous events and assemblies that occurred during anti-bullying week.
Miscellaneous: Student Senate Day and the Catholic School Council Commissioning Ceremony will be held December 15th; Attended the Ontario Catholic School Trustees' Association Labour Relations Seminar last week; Also, will be attending the OFSAA Girls AAAA Basketball Banquet held at the St. Clair College Centre for the Arts.
- Director Picard also acknowledged the efforts of Jill Braido, Communications Coordinator, who recently accepted a position with the City of Windsor.
- c. Board Chaplain Brunet commented on Jill Braido's commitment to Catholicity and wished her well.

16. Remarks/Questions by Trustees

Trustee McMahon also congratulated Jill Braido and commented on the St. Gregory Catholic Elementary grade 8 students on the living monument and congratulated the high school students who participated in the anti-bullying Flash Mob to Stand Up to Bullying recently held at the Devonshire Mall.

Student Trustee Najem commented on the third Student Senate meeting, the Student Senate Faith Day, St. Joseph Catholic Secondary School cancer relay, and the Flash Mob to Stand Up to Bullying at the Devonshire Mall.

Student Trustee Tavares commented on a University of Windsor presentation to secondary school students, specifically student senate, to incorporate a greater sense of community between the University and secondary school leaders; and mentioned secondary school semi formals were held last Friday.

17. Pending Items
 - a. Deferred Report: Play Surface Material Standard – Rubber (*deferred from April 28, 2009*)
18. Continuation of In-Camera, if required. - *Not required.*
19. Future Board Meetings: *Unless stated otherwise, all meetings will be held at the Windsor Essex Catholic Education Centre - 1325 California Avenue, Windsor with the In-Camera Session beginning at 6:00 p.m. and the Public Session beginning at 7:00 p.m.*
 - Tuesday, December 6, 2011 – **Organizational Meeting 7:30 pm**
 - Tuesday, December 13, 2011
 - Tuesday, January 17, 2012
 - Tuesday, January 31, 2012
 - Tuesday, February 14, 2012
 - Tuesday, February 28, 2012
 - Tuesday, March 13, 2012 (**TENTATIVE – MARCH BREAK**)
 - Tuesday, March 27, 2012
 - Tuesday, April 10, 2012
 - Tuesday, April 24, 2012
 - Tuesday, May 8, 2012
 - Tuesday, May 22, 2012
 - Tuesday, June 12, 2012
 - **MONDAY**, June 25, 2012
20. Closing Prayer – Fr. Brunet closed the meeting with a prayer.
21. Adjournment - There being no further business, the Regular Board meeting of November 22, 2011 adjourned at 8:10 p.m.

Not Approved

Fred Alexander
Board Chairperson

Paul A. Picard
Director of Education & Secretary of the Board



1325 California Avenue
Windsor, ON N9B 3Y6
Chairperson: Barbara Holland
DIRECTOR OF EDUCATION: Paul A. Picard

ORGANIZATIONAL MEETING
Tuesday, December 6, 2011 at 7:30 p.m.
Windsor Essex Catholic Education Centre
1325 California Avenue, Windsor
(Mass Assumption Chapel at 6:45 p.m.)

MINUTES

PRESENT

Trustees:

F. Alexander	J. Macri
J. Courtney (<i>participated electronically</i>)	B. Mastromattei
M. DiMenna	J. McMahan
F. Favot	L. Soulliere
B. Holland	
J. Najem, Student Trustee	
N. Tavares, Student Trustee	
Rev. L. Brunet, Board Chaplain	

Regrets:

Administration:

P. Picard (Resource)	P. Murray
C. Geml	S. O'Hagan-Wong
J. Bumbacco	M. Seguin
M. Iatonna	J. Shea
E. Byrne	J. Ulicny

Recorder:

B. Marshall

1. Call To Order/Welcome - In accordance with Section Two of the Board By-laws, Paul Picard, Director of Education called the meeting to order at 7:32 p.m. and presided over the meeting until the election of the Chair.
2. Opening Prayer/Re-Commissioning - Fr. Brunet opened the meeting with a prayer and led a re-commissioning prayer reaffirming trustees' commitment to the provision of Catholic education.
3. Recording of Attendance - All trustees present. Trustee Courtney participated electronically.

4. Election of Chair

The Director of Education asked trustees to approve the appointment of two scrutineers.

Moved by Trustee Favot and seconded by Trustee Soulliere that the Board approve the appointment of Fr. Brunet and Executive Superintendent Iatonna as scrutineers. Carried

As Presiding Officer, Director Picard invited trustees who wished to serve as Chair to stand and declare their candidacy. The following trustees declared their candidacy:

- Trustee Holland

After three requests by Director Picard inviting those who wished to stand to do so, there were no further declarations and the Director called that nominations be closed.

Moved by Trustee Alexander and seconded by Trustee DiMenna that nominations for the position of Chair be closed. Carried

Trustee Holland was acclaimed to the position of Chairperson.

At this point, Trustee Holland assumed the Chair and proceeded with election of the Vice-Chair.

5. Election of Vice-Chair

Chair Holland invited trustees who wished to serve as Vice-Chair to stand and declare their candidacy. The following trustees rose and declared their candidacy:

- Trustee DiMenna

After three requests by the Chair inviting those who wished to stand to do so there were no further declarations and the Chair called that the nominations be closed.

Moved by Trustee Alexander and seconded by Trustee Favot that nominations for the position of Vice-Chair be closed. Carried

Trustee DiMenna was acclaimed to the position of Vice-Chair.

Vice Chair DiMenna thanked trustees for their confidence in her efforts, pledges constant communication as the board approaches this difficult year and is also confident trustees will continue to be respectful toward each other, making the very best decisions for our system.

6. Chairperson's Address – Chair Holland addressed the Board and thanked her colleagues for their continued support and endorsement. Chair Holland mentioned it is an honour and humbling experience to serve the Catholic education community.

At this point, Trustee Alexander brought to the attention of the board that no woman has served as the Chair since the amalgamation of the Essex and Windsor Separate school boards, and the first time a woman chair and vice chair serving at the same time.

Fr. Brunet found Trustee Alexander's comments fitting as December 6th is the anniversary of the Montreal Massacre where fourteen women were killed for anti-feminist reasons.

7. Establishment of Committees - Chair Holland asked trustees to review the present list of Committee appointments and to contact Administrative Assistant with their preferences as soon as possible. Committee appointments will be confirmed at a future meeting.
8. Next Regular Meeting of the Board: Tuesday, December 13, 2011
9. Closing Prayer – Fr. Brunet closed the meeting with a prayer and thanked the former Chairperson, Trustee Alexander for his leadership, commitment and has been a strong advocate to Catholic education for many years. Fr. Brunet wished Trustee Alexander good health.
10. Adjournment – There being no further business, the Organizational Meeting of December 6, 2011 adjourned at 7:46 p.m. at the call of the Chair.

Not Approved

Barbara Holland
Board Chairperson

Paul A. Picard
Director of Education & Secretary of the Board



Ontario Catholic School
Trustees' Association

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Toronto, Ontario M4R 1K8
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ocsta@ocsta.on.ca www.ocsta.on.ca

Nancy Kirby, *President*
Marino Gazzola, *Vice President*
Kevin Kobus, *Executive Director*

November 15, 2011

MEMORANDUM

TO: Chairpersons and Directors of Education
-All Catholic District School Boards

FROM: Noel P. Martin, Director, Catholic Education

SUBJECT: **Catholic Education Week – May 6 to May 11, 2012**
“Catholic Education: *Walking in the Light of Christ*”

“Your word is a lamp to my feet and a light to my path” (Psalm 119:105)

There is no doubt that nature is battering down the hatches in expectation of a typical Canadian winter. The deciduous trees are still vividly beautiful, but my basil plant has yielded to the initial touch of frost. The new school year is two months old. Halloween has come and gone and the malls have already sprouted their garlands and tinsel!

And in our Catholic schools, we are continuing to walk in the Light of Christ. The imagery of Christ as being the Light of the World is most compellingly articulated in the Gospel of John. Although the other evangelists make several references to ‘light’, it is John’s Gospel that Jesus proclaims, “I am the Light of the World”.

In our mission of leading and safeguarding publicly-funded Catholic education, we need to remind ourselves that we are walking in the Light of Christ. The young people entrusted to our care, need to see us as one of the beacons that lights their walking to Christ. We do this as fellow-travelers with their parents and their pastors. *“The people who sat in darkness have seen a great light.”* (Matthew 4:16) In the sometimes bewildering darkness that is our modern world, with its alluring promises and uncertain ‘certainties’, there is a great need that on their life’s journey, our students and indeed most of all, those who work for them with us, are encouraged and directed to walk in the Light that is Christ.

They deserve this of us.

Catholic Education week begins on Sunday, May 6, 2012.

Included with this memo are two copies of the Advance Kit for Catholic Education Week. The Advance Kit is designed to help adult groups (trustees, school board staff, Catholic school advisory councils, parent groups, parish groups, associations, etc) prepare for Catholic Education Week with prayer services and reflection activities, beginning in Advent. School Resource Kits will be sent by the end of February, 2012. The Advance Kit is available on the OCSTA website at www.ocsta.on.ca.

Please provide copies of this memo and attachments to all principals, religious education consultants, chaplains, communication officers, school councils and other appropriate staff.



1325 California Avenue
 Windsor, ON N9B 3Y6
 CHAIRPERSON: Barbara Holland
 DIRECTOR OF EDUCATION: Paul A. Picard

Meeting Date: December 13, 2011

BOARD REPORT

Public **In-Camera**
PRESENTED FOR: Information Approval
PRESENTED BY: Senior Administration
SUBMITTED BY: Paul A. Picard, Director of Education
 Jamie Bumbacco, Executive Superintendent of Human Resources
 Patrick Murray, Superintendent, Human Resources
 Colleen Norris, Manager of Human Resources & Policy Development
SUBJECT: **ADMINISTRATIVE STAFF REPORT**

RECOMMENDATION:

That the Board receive the *Administrative Staff Report* on hiring, retirement and resignation of staff dated December 13, 2011 for information.

SYNOPSIS:

BACKGROUND COMMENTS:

FINANCIAL IMPACT:

TIMELINES:

APPENDICES:

- Administrative Staff Report dated December 13, 2011

REPORT REVIEWED BY:

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL:	Review Date:	December 6, 2011
<input checked="" type="checkbox"/>	EXECUTIVE SUPERINTENDENT:	Approval Date:	December 6, 2011
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	December 6, 2011

December 13, 2011

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

	Employee Name	Position	Date
HIRING	Angus, Heather	Occasional Teacher	December 5, 2011
	Beneteau, Joseph	Occasional Teacher	December 5, 2011
	Bergeron, Jill	Educational Assistant	November 28, 2011
	Ciliberto, Tanya	Educational Assistant	November 28, 2011
	Daher, Monique	Educational Assistant	November 28, 2011
	Ferrarelli, Rita	Educational Assistant	November 28, 2011
	Freeman, Patrick	Occasional Teacher	November 21, 2011
	Goodman, Carrie	Educational Assistant	November 28, 2011
	MacLeod, Andrew	Occasional Teacher	November 21, 2011
	Macri, Adam	Occasional Teacher	November 21, 2011
	Marier, Katie	Occasional Teacher	November 21, 2011
	McCart, Stephen	Occasional Teacher	November 21, 2011
	Pavao, Stephanie	Educational Assistant	November 28, 2011
	Ramos, Alex	Health & Safety Specialist	December 6, 2011
	Ricciuti, Jennifer	Educational Assistant	November 28, 2011
	Sawchuk, Darlene	Educational Assistant	November 28, 2011
	Thompson, Joanne	Educational Assistant	November 28, 2011
	Youssef, Christina	Educational Assistant	November 28, 2011
RETIREMENT:	Chevalier, Steve	Secondary Teacher	January 31, 2012
	Olivito, Geraldine	Consultants' Secretary	January 31, 2012
	Walton, Edward	Maintenance	January 31, 2012
	West, Hal	Custodian	October 14, 2011
RESIGNATION:	Braido, Jill	Communications Coordinator	December 2, 2011
	Folkerlinga, Carol	Supervisor of Accounting	December 2, 2011



1325 California Avenue
Windsor, ON N9B 3Y6
CHAIRPERSON: Barbara Holland
DIRECTOR OF EDUCATION: Paul A. Picard

Meeting Date:
December 13, 2011

HANDOUT BOARD REPORT

Public **In-Camera**

PRESENTED FOR: Information Approval

PRESENTED BY: Senior Administration

SUBMITTED BY: Paul A. Picard, Director of Education
Mario Iatonna, Executive Superintendent of Business

SUBJECT: 2011-12 REVISED ESTIMATES

RECOMMENDATION:

That the Board receive the administration report on the 2011-12 Revised Estimates as information.

SYNOPSIS:

This report is being presented to update the Board on the submission of the 2011-12 Revised Estimates to the Ministry of Education.

BACKGROUND COMMENTS:

The Board previously submitted the 2011-12 Estimates to the Ministry by the June 30, 2011 deadline for submissions. The Estimates reflected the Board's approved operating budget for the 2011-12 fiscal year based on enrolment and expenditure projections made at the time the Estimates were prepared.

The Ministry requires boards to subsequently submit Revised Estimates that are adjusted based on actual October 31st enrolment and that take into account any other changes that may have arisen since the preparation of the original Estimates. Administration has now completed preparation of the Revised Estimates and will be filing them with the Ministry by the December 15, 2011 deadline.

FINANCIAL IMPACT:

The 2011-12 Estimates originally established the monthly funding transfers that the Board has received in the current fiscal year from the Ministry. These transfers will be adjusted upward based on the 2011-12 Revised Estimates submission due to approximately 279 more students than the enrolment originally projected in June. The actual grant funding that will be received by the Board is to be determined upon submission of the 2011-12 Financial Statements to the Ministry in November 2012.

With increased enrolment, there are increased costs for additional teachers and associated expenses. Furthermore, there are other costs that have arisen in the normal course of business since the start of the school year. These expenditures largely offset the enhanced grant funding. Therefore, the Revised Estimates reflect an in-year balanced position.

Notwithstanding the above, there remains an approximate \$2.5 million accumulated year-over-year budget deficit that was identified through the recent completion of the 2010-11 Financial Statements. A further report on the Board's projections to year-end 2011-12 is planned to be provided to the Board in January 2012.

TIMELINES:

The 2011-12 Revised Estimates are required to be filed with the Ministry of Education by December 15, 2011.

APPENDICES:

None.

REPORT REVIEWED BY:

<input checked="" type="checkbox"/>	EXECUTIVE COUNCIL	Review Date:	December 13, 2011
<input checked="" type="checkbox"/>	EXECUTIVE SUPERINTENDENT	Approval Date:	December 13, 2011
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	December 13, 2011



1325 California Avenue
 Windsor, ON N9B 3Y6
 CHAIRPERSON: Barbara Holland
 DIRECTOR OF EDUCATION: Paul Picard

Meeting Date:
 December 13, 2011

BOARD REPORT

Public **In-Camera**
PRESENTED FOR: Information Approval
PRESENTED BY: Senior Administration
SUBMITTED BY: Paul Picard, Director of Education
 Jamie Bumbacco, Executive Superintendent of Human Resources
SUBJECT: **ST. ANNE SECONDARY SCHOOL –**
- Field Trip Los Angeles, California, March 12 to 17, 2012

RECOMMENDATION:

That the Board approve the St. Anne Catholic Secondary School’s field trip to Los Angeles, California, March 12 to 17, 2012

SYNOPSIS: In accordance with Board Policy SC:04 Field Trips, this report seeks Board approval for approximately 13 secondary students to travel to Los Angeles, California to experience the broadcasting and film making industry by attending workshops and by using equipment used by the professionals.

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

FINANCIAL IMPACT: \$1,790.00 per student

TIMELINES: March 12 to 17, 2012

APPENDICES:

- Request for Approval Field Trip – SC:04 Form A
- Itinerary

REPORT REVIEWED BY:

<input checked="" type="checkbox"/> EXECUTIVE COUNCIL:	Review Date: November 21, 2011
<input checked="" type="checkbox"/> EXECUTIVE SUPERINTENDENT:	Approval Date: November 21, 2011
<input checked="" type="checkbox"/> DIRECTOR OF EDUCATION:	Approval Date: November 21, 2011



Windsor-Essex Catholic District School Board Field Trip Approval Form

Thursday, November 17, 2011 3:50:14 PM

SC:04 Form A 2008 v.1

Send

Subject: Field Trip/Excursion Approval Form

From: **Dino Quenneville**

To: **Beth Marshall**

Sherrilynn Colley-Vegh
Jim Nehmetallah

Teacher: J. Nehmetallah

School: Ste. Anne Catholic High School

Destination Name: Los Angeles, CA, USA

Name of Carrier: EF Tours

Mode of Transportation: Air

Travel Company Involved: EF Tours

Departure Date: Mon, Mar 12, 2012

Return Date: Sat, Mar 17, 2012

Time of Departure from School: TBD

Approximate Time of Return to School: TBD

Number of Male Students: 5

Number of Female Students: 8

Total Cost Per Student: 1790

Personal Cost Per Student: 1790

Grade of Students: 11 & 12

Number of Supervisors: Male: 1 Female: 2

Purpose of Trip/Excursion: To experience film making on location and explore career opportunities

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

Students will experience the broadcasting and film making industry in Hollywood California as they attend workshops and use the equipment used by professionals. They will explore career opportunities

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

Research the area, companies and studios to visit as they prepare questions to ask while planning for a multi day excursion.

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

Students will keep a daily journal of their experience to culminate in an essay on their return.

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

No Sunday during travel - EF is paying for 3 chaperones - during break no coverage required

Date Submitted: Fri, Oct 14, 2011

Teacher: Jim Nehmetallah

Approval Date: Thu, Nov 17, 2011

Principal: S. Vegh

Approval Date: Thu, Nov 17, 2011

Superintendent: Pat Murray

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.

Lights, Camera, Los Angeles

School: École Secondaire Ste. Anne Catholic High School
Dates: Monday, March 12th 2012 to Saturday, March 17th , 2012
Participants: 13 Students (8 Female, 5 Male) and 3 Chaperones
Locations: Los Angeles, Calif
Lodging/Meals: Throughout their travel students will be staying in hotels (either 2, 3 or 4 to a room) and all breakfast and dinners are included.
Mass: **The students will not be travelling on a Sunday so they will enjoy mass with family and friends at home.**

Itinerary: See attached appendices from EF Tours

Rationale:

This 6 day trip provides students with the unique opportunity to;

1. Visit locations with great importance in the broadcasting and filmmaking industry. Los Angeles and Hollywood Calif is the centre of the universe for this industry.
2. Explore this career further by watching professionals at work in the make-up, animation, story writing/scripting and recording crafts. They will have the chance to immerse themselves and ask questions about this industry.

Student Field Studies:

Before, during and upon their return home students will be asked to help contribute to the following;

1. Create a video to feature at different events during the next year to share their experience with younger students, parents and staff of their school.
2. Gather footage, photos and other media to use in the many forms of communication broadcast from the school (local newspaper, school newspaper, Yearbook and website)
3. Gather information, media and make journal entries in preparation for their professional and educational portfolios.

Student Preparation

Series of meetings with both parents and students that pertain to;

1. Trip's itinerary, cost and travel company being used.
2. Expectation for students regarding their conduct and behaviour and field studies responsibilities. (see code of behavior contract)

Cost:

1790.00

Fund raising opportunities and strategies to be determined.

Health Insurance:

All participants will be encouraged to purchase extra out of country health coverage

Overall and Specific Curriculum Outcomes for this SHSM field trip – 2012**Courses: TGV3/4M**Overall Expectations

C2. Demonstrate an understanding of the social effects of current communications media technologies and the importance of respecting cultural and societal diversity in the production of media projects.

D3. Identify careers in communications technology for which postsecondary education is required or advantageous, and describe college and university programs that prepare students for entry into these occupations.

Specific Expectations

C2.2 Describe the effects of current trends in communications technology (e.g., interactivity, on-demand programming, user-generated content, specialty channels such as the Aboriginal Peoples' Television Network) on society and different cultures within society

D3.3 Identify groups and programs that are available to support students who are interested in pursuing non-traditional career choices in the communications technology industry (e.g., mentoring programs, virtual networking/support groups, specialized postsecondary programs, relevant trade/industry associations);

D3.6 Maintain an up-to-date portfolio that includes pieces of work and other materials that provide evidence of their skills and achievements in communications technology (e.g., work logs, skills checklist, photographs, digital media, sketches, drawings), and explain why having a current portfolio is important for career development and advancement.

Lights, Camera, Los Angeles

Please note that the itinerary and times are approximate and therefore subject to change.

Day 1: Fly to California

- Depart Canada for a flight to Los Angeles
- It is the responsibility of the traveler to arrange their own transportation to the airport at a suggested time of 3 hours in advance.

Afternoon:

- Arrive in San Los Angeles during the afternoon or sometime in the morning depending on your flight. Possible wait time at the airport of 2 hours for consolidated groups/split itineraries.
- Your tour director will meet you outside of baggage claim.
- Transfer to the hotel and store luggage.
- The Tour Director will take the group into Venice Beach and Santa Monica
- Group will visit the Guinness World Record Museum

Evening:

- 5pm/6pm- Dinner in Santa Monica or hotel. Details to be confirmed by Tour Director.

Day 2: Los Angeles

Morning:

- 7am- Wake up
- 8am- Breakfast at your Hotel
- 9am- Guided sightseeing of Los Angeles
 - Begin with a stop at the Hollywood Bowl, where you'll see what might be the area's most recognizable sight-the Hollywood sign.
 - A drive down Hollywood Boulevard takes you past Grauman's Chinese Theatre, Hollywood's legendary landmark.
 - Site of countless movie premieres, Grauman's Chinese Theatre also casts its shadow over the concrete handprints and footprints of Hollywood luminaries such as Marilyn Monroe, Frank Sinatra and Humphrey Bogart. Pass the Kodak Theater before heading down Sunset Boulevard.
 - You'll also see Rodeo Drive, a street that contributes to Beverly Hills' image of glamour and wealth, with high-end retailers such as Hermes, Gucci, Giorgio and Louis Vuitton competing for the business of the rich and famous.
 - Continue to Farmer's Market, where you'll have a chance to browse through the stalls of this open-air marketplace-you might even catch a glimpse of a star mingling among the tourists.

Afternoon:

- 12pm: Group Lunch on own at Tour Directors suggestion.
- 1:30pm: Tour of the Los Angeles Film and Recording School
- 3:30pm- Visit the Kodak Theatre
 - Tour the venue of the Academy Awards, American Idol finals, the ESPYs and numerous concerts.
 - Group Leader led time to take pictures of iconic Hollywood sign, Chinese Theatre and various celebrity sites in the area.

Evening:

- 5pm/6pm-Dinner in Los Angeles

Day 3: Los Angeles

Morning:

- 6:30am: Wake up call

- 7:30am: Breakfast at your hotel
- 8:30am: Depart for visit the Art Institute of California
- 11am: Cinema Secrets Make Up Workshop
 - Find out how the stars look as gorgeous, or as gruesome, as they do in the movies during this makeup workshop led by a professional makeup artist.

Afternoon:

- 1pm: Group Lunch on own at Tour Directors suggestion.
- 2pm: Warner Brothers Studio Tour
 - Tour one of the finest motion picture and television production facilities in the world.

Evening:

- 5pm/6pm- NoHo Theatre and Dinner
- Enjoy dinner at the NoHo Theatre. You will also receive a short presentation by someone from the Animation Guild of Los Angeles.

Day 4: Los Angeles**Morning:**

- 8am: Breakfast at hotel
- 9am: Depart for Acting Workshop
- 10am: Arrive at Acting Workshop where group will participate in an approximately 2 hour seminar

Afternoon:

- 12:30pm- Your Tour Director will give free time activity suggestions, alternatively, if there was something the group wanted to see or do during this time it can be arranged.

Evening:

- 6pm- Group dinner in Los Angeles (location TBD further information is available from your Tour Director)

Day 5: Los Angeles

*Groups should prepare to be away from hotel for the duration of the day.

Morning:

- 8am: Breakfast at hotel
- 9am: Transfer to Universal Studios (transfer time will depend on location of hotel typically about a hour with traffic)
- 10am: Arrive and enter park.

Afternoon:

- 12pm: Group will have time to get lunch and explore Universal Studios
- 4/5pm: Group meet to transfer back to hotel.

Evening:

- 6pm- Group dinner (location TBD further information is available from your Tour Director)

Day 6- Los Angeles**Morning:**

- Breakfast at hotel
- Depending on time of departure group may visit La Brea Tar pits.

Afternoon:

- Departure time will depend on flight schedule.
- Transfer to the airport can take up to 1 hour.
- The group should anticipate being at the airport 3 hours before their flight from Los Angeles departs.
- Meet Family and Friends at Airport. It will be the responsibility of the traveler to arrange own transportation home.

NOTES-

- Hotel information will be confirmed with the Group Leader approximately 30 days prior to departure and will be subject to change.
- Meals- Travelers can expect to have breakfast and dinner daily provided by EF. Lunch is an opportunity to try local cuisine on your own.
- All Breakfasts will be provided at the hotel.
- Dinners will be at the hotel or at a restaurant in the city and will be a set menu. Depending on the country, dinner will consist of either a main course and dessert or a starter (soup and salad), main course and dessert.
- Water is provided at dinner. If your group would like pop, juice, wine or beer they may purchase this from the waiter.
- During Free Time, your EF Tour Director will be available to make suggestions however they may or may not accompany the group. During scheduled free time is the time that your tour director uses to make sure everything is organized and ready for your group for the following days.



1325 California Avenue
Windsor, ON N9B 3Y6
CHAIRPERSON: Barbara Holland
DIRECTOR OF EDUCATION: Paul A. Picard

Meeting Date:
December 13, 2011

BOARD REPORT

Public **In-Camera**

PRESENTED FOR: Information Approval

PRESENTED BY: Senior Administration

SUBMITTED BY: Paul A. Picard, Director of Education
Mario Iatonna, Executive Superintendent of Business
Jamie Bumbacco, Executive Superintendent of Human Resources

SUBJECT: **TRUSTEE ACCIDENTAL DEATH AND DISMEMBERMENT
INSURANCE - 2012**

RECOMMENDATION:

That the Board approve payment in the amount of \$367.20, including tax, to Ontario School Boards' Insurance Exchange for Trustee Accidental Death and Dismemberment Insurance, including Student Trustees, for the period November 1, 2011 to October 31, 2012.

SYNOPSIS:

The Board provides Accidental Death and Dismemberment Insurance for all Trustees, including Student Trustees, and it is now time to renew the coverage for 2012.

BACKGROUND COMMENTS:

The Accidental Death and Dismemberment Insurance Policy provides coverage for an injury sustained while performing the duties of a Trustee away from the Trustee's residence or place of regular employment and while traveling on business for the Board. A summary of coverage is provided in Appendix A.

FINANCIAL IMPACT:

The premium is \$367.20, including PST for the period from November 1, 2011 to October 31, 2012. The rate per insured remains the same as last term.

The costs for the Accidental Death and Dismemberment Insurance Policy premiums will be funded from the Governance – Other Trustees Expenses account (000-31-317007-6-000). Sufficient funds are provided in the 2011-12 revised budget estimates to cover the cost of the 2012 insurance premiums from November 1 to August 31, 2012. Sufficient funds will be provided in the 2012-13 budget estimates to cover the balance of the premiums from September 1 to October 31, 2012.

TIMELINES:

The renewal covers the period from November 1, 2011 to October 31, 2012.

APPENDICES:

- Appendix A – OSBIE Summary of Accidental Death and Dismemberment Insurance for Ontario School Boards

REPORT REVIEWED BY:

<input type="checkbox"/>	EXECUTIVE COUNCIL:	Review Date:	--
<input checked="" type="checkbox"/>	EXECUTIVE SUPERINTENDENT:	Approval Date:	December 6, 2011
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	December 7, 2011

APPENDIX "A"



Ontario School Boards' Insurance Exchange

**SUMMARY OF ACCIDENTAL DEATH
AND DISMEMBERMENT INSURANCE FOR:
ONTARIO SCHOOL BOARDS**

Introduction

The Ontario School Boards' Insurance Exchange (the Exchange) is a school board owned, non-profit insurance program with 113 members, representing 100 school boards and 13 Joint Ventures in Ontario. The primary goals of the Exchange are to insure member school boards against losses, and to promote safe school practices.

Consistent with common co-operative principles, each member in the reciprocal assumes a share of the risk carried by all members of the pool and also shares in any surplus of funds accumulated. The organization is run by a Board of Directors who are elected from the membership based on regional representation.

OSBIE presently provides the following lines of insurance to our members:

- General Liability
- Property
- Boiler/Machinery
- Employee Crime
- Fleet Automobile
- Accidental Death and Dismemberment Insurance for Trustees and Board Officials
- School Council Liability

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ADMINISTRIVE ARRANGEMENTS.....	6

General Information

Coverage: Business Travel, including incidental personal time.

Eligible Persons

Class 1 Elected Trustees, including students, and others specifically named by each school board under the age of 70.

Maximums

<u>Benefit</u>	<u>Maximum Benefit</u>
Principal Sum	\$200,000
Weekly Accident Indemnity	
▪ Disability	60% if gross weekly income to a maximum benefit of \$500 per week
▪ Waiting Period	7 days
▪ Maximum Period Payable	104 weeks
Repatriation Benefit	\$15,000
Family Transportation Benefit	\$15,000
Rehabilitation Benefit	\$15,000
Spousal Occupational Training Benefit	\$15,000
Home Alteration & Vehicle Mod Benefit	\$20,000
Day Care Benefit	\$5,000
Seat Belt Benefit	\$25,000
Special Education Benefit	\$5,000
In-Hospital Confinement	\$2,500
Identification Benefit	\$15,000
Bereavement Benefit	\$1,000

Aggregate Limit of Indemnity

The aggregate limit of indemnity of \$2,000,000 is the limit of indemnity for which the insurer will be liable under this policy for all losses.

Exclusions

This policy does not cover loss caused by or resulting from any one or more of the following:

- a) Intentionally self-inflicted injuries, suicide or any attempt thereof, while sane or insane;
- b) Declared or undeclared war or any act thereof;
- c) Losses occurring while the Insured Person is serving on full-active duty in the Armed Forces of any country or international authority (any premium paid to be returned by the Company pro-rata for any such period of full time active duty);
- d) Travel or flight in any vehicle or device for aerial navigation.

Schedule of Coverage

If any such injuries result in any one of the following specific losses within one year from the date of accident, the Company will pay the benefit specified as applicable thereto, based upon the Principal Sum, however, not more than one (the largest) of such benefits shall be paid with respect to all injuries resulting from one accident.

Loss of Life	Principal Sum
Loss of Both Hands or Both Feet	Principal Sum
Loss of Entire Sight of Both Eyes	Principal Sum
Loss of One Hand and One Foot	Principal Sum
Loss of One Hand and Entire Sight of One Eye.....	Principal Sum
Loss of One Foot and Entire Sight of One Eye.....	Principal Sum
Loss of Speech and Hearing in Both Ears	Principal Sum
Brain death.....	Principal Sum
Loss of use of Both Arms, Both Hands, Both Legs or Both feet.....	Two times Principal Sum
Quadriplegia	Two times Principal Sum
Paraplegia	Two times Principal Sum
Hemiplegia	Two times Principal Sum
Loss of One Arm or One Leg	3/4 Principal Sum
Loss of Use of One Arm or One Leg	3/4 Principal Sum
Loss of One Hand or One Foot.....	3/4 Principal Sum
Loss of Entire Sight of One Eye	3/4 Principal Sum
Loss of Use of One Hand or One Foot	3/4 Principal Sum
Loss of Speech or Hearing in Both Ears.....	3/4 Principal Sum
Loss of Thumb and Index Finger of Same Hand	1/3 Principal Sum
Loss of Use of Thumb and Index Finger of Same Hand.....	1/3 Principal Sum
Loss of Four Fingers of Same Hand.....	1/3 Principal Sum
Loss of Hearing in One Ear.....	1/3 Principal Sum
Loss of All Toes of Same Foot.....	1/4 Principal Sum

Administrative Arrangement

The cost of this Trustee Accident Plan is determined based on the number of insureds annually.

The premium for this plan is paid on an annual basis at the beginning of the renewal period effective November 1 of each year for all boards in the program.



1325 California Avenue
Windsor, ON N9B 3Y6
CHAIRPERSON: Barbara Holland
DIRECTOR OF EDUCATION: Paul A. Picard

Meeting Date:
December 13, 2011

BOARD REPORT

Public **In-Camera**

PRESENTED FOR: Information Approval

PRESENTED BY: Senior Administration

SUBMITTED BY: Paul A. Picard, Director of Education
Mario Iatonna, Executive Superintendent of Business
Jamie Bumbacco, Executive Superintendent of Human Resources

SUBJECT: **ONTARIO SCHOOL BOARDS' INSURANCE EXCHANGE
(OSBIE) INSURANCE PREMIUM - 2012**

RECOMMENDATION:

That the Board approve payment in the amount of \$695,776.32, including tax, for the Ontario School Boards' Insurance Exchange Insurance Premium for the year 2012.

SYNOPSIS:

The Board purchases insurance from the Ontario School Boards' Insurance Exchange (OSBIE) on an annual basis and it is now time to renew the Board's coverage for 2012.

BACKGROUND COMMENTS:

At its meeting of June, 14, 2011, the Board of Trustees approved the renewal of the Board's membership in the Ontario School Boards' Insurance Exchange for a further 5 year term, effective January 1, 2012 to December 31, 2016. The annual premium payment for this insurance policy with OSBIE is due in January 2012.

FINANCIAL IMPACT:

The premium for 2012 is \$695,776.32, including PST as applicable, noting that PST is not charged on fleet automobile or on non-owned automobile liability premiums. This reflects an increase of \$39,154.48 (6%) over 2011. For comparison purposes, the increase in the prior year from 2010 to 2011 was 3.2%.

The increase in 2012 is due primarily to the experience of the Board with respect to liability claims.

The breakdown of the premium by type of coverage with a comparison to the prior year is as follows:

**Breakdown of Insurance Premiums
By Type of Coverage**

Type of Coverage and Account	Limit of Coverage	Deductible	2011 Premium (incl. PST)	2012 Premium (incl. PST)	Percent Change
Liability Acct. No. 000-41-672000-6-000-0 School Maintenance - Liability Insurance	\$24,000,000	N/A	\$439,551	\$488,403	+11.1
Property Acct. No. 000-41-671000-6-000-0 School Maintenance - Property Insurance	Unlimited	\$10,000	172,356	162,606	-5.7
Fleet¹ Acct. No. 000-41-673000-6-000-0 School Maintenance - Vehicle Insurance	\$20,000,000 For 3 rd Party Liability	\$500	26,390	26,847	+1.7
Non-Owned Automobile¹ Acct. No. 000-41-672000-6-000-0 School Maintenance - Liability Insurance	\$24,000,000 For Non-Owned Auto Liability				
Crime Acct. No. 000-32-672000-6-000-0 Director & Supervisory Officer - Liability Insur.	\$500,000	\$500	12,827	12,423	-3.1
Boiler & Machinery Acct. No. 000-41-671000-6-000-0 School Maintenance - Property Insurance	Unlimited	\$5,000	5,497	5,497	0.0
Total	---	---	\$656,621	\$695,775	+6.0

¹ No PST on fleet and non-owned automobile premiums.

Insufficient funds exist in the 2011-12 Board approved budget to cover the 6% increase in total costs in 2011-12. As the Board is currently preparing its 2011-12 Revised Budget Estimates, sufficient funds will be allocated to the insurance accounts to cover the 2011-12 shortfall. In addition, adequate funds will be provided in the 2012-13 budget estimates to cover the balance of the 2012 premiums from September 1 to December 31, 2012.

TIMELINES:

The renewal is due on January 1, 2012 and provides coverage for one year up to December 31, 2012.

APPENDICES:

N/A

REPORT REVIEWED BY:

<input type="checkbox"/>	EXECUTIVE COUNCIL:	Review Date:	--
<input checked="" type="checkbox"/>	EXECUTIVE SUPERINTENDENT:	Approval Date:	December 6, 2011
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	December 7, 2011