

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

REGULAR BOARD MEETING
Tuesday, May 8, 2012 at 7:00 p.m.
Windsor Essex Catholic Education Centre
John Paul II Boardroom

A G E N D A

| | | Page # |
|-----|--|--------|
| I | In-Camera Meeting – 6:00 p.m. | |
| 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. | Introduction and Commissioning of 2012-2013 Student Trustees (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> | |
| 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, April 24, 2012 | -- |
| ii) | Minutes of Regular Board Meeting, April 24, 2012 | 1-7 |

- b. Items from the re-convened in-camera meeting of April 24, 2012 and the convened in-camera meeting of May 8, 2012 --
10. Communications:
- a. External (Associations, OCSTA, Ministry): *None* -
- b. Internal (Reports from Administration)
- i) Report: Administrative Staff Report (J. Bumbacco) 8-9
- ii) Report: 2010-11 School Renewal Program Year-End Report (M. Iatonna) 10-13
- iii) Report: 2011-12 School Condition Improvement Program Status as of March 31, 2012 (M. Iatonna) 14-17
11. Unfinished Business: *None* --
12. New Business:
- a. Report: 2011-12 School Renewal Program Status as of March 31, 2012 (M. Iatonna) 18-22
13. Committee Reports:
- a. Report: Special Education Advisory Committee (SEAC) Minutes of February 16, 2012 (C. Geml) 23-26
- b. Report: French Immersion Advisory Committee (FIAC) Meeting of October 20, 2011 (C. Geml) 27-30
14. Notice of Motion: *None* --
15. Remarks and Announcements:
- a. Chairperson
- b. Director of Education
- c. Board Chaplain
16. Remarks/Questions by Trustees
17. Pending Items: *None*
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.*
- Monday, May 14, 2012 - Special Board Meeting for Public Input - Amherstburg Accommodation Review at St. Thomas of Villanova HS (6:30 pm)
 - Tuesday, May 15, 2012 - Special Board Meeting for Public Input – Fontainebleau Accommodation Review at St. Joseph High School (6:30 pm)
 - Thursday, May 17, 2012- Special Board Meeting for Public Input – Lakeshore Accommodation Review at St. Anne High School (6:30 pm)
 - Tuesday, May 22, 2012
 - Tuesday, June 12, 2012

- **MONDAY**, June 25, 2012
- Tuesday, June 26, 2012 - Board Meeting for Final Decision on Accommodation Review Recommendations (**7:00 pm**)

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: Barbara Holland
DIRECTOR OF EDUCATION: Paul A. Picard

REGULAR BOARD MEETING
Tuesday, April 24, 2012 at 7:00 p.m.
Windsor Essex Catholic Education Centre
John Paul II Boardroom

MINUTES

PRESENT

| | | |
|------------------------|--|-----------------|
| Trustees: | F. Alexander | J. Macri |
| | M. DiMenna, Vice-Chair | B. Mastromattei |
| | F. Favot | J. McMahon |
| | B. Holland, Chair | L. Soulliere |
| | J. Najem, Student Trustee | |
| | Rev. L. Brunet, Board Chaplain | |
| Regrets: | Trustee Courtney and Student Trustee Tavares | |
| Administration: | P. Picard (Resource) | E. Byrne |
| | J. Bumbacco | P. King |
| | C. Geml | P. Murray |
| | M. Iatonna | C. Norris |
| | P. Littlejohns | S. O'Hagan-Wong |
| | A. Maghnieh | |
| Recorder: | B. Marshall | |

1. Call To Order - Chair Holland called the meeting to order at 7:16 p.m.
2. Opening Prayer - Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance - Trustee Courtney sent regrets due to illness. Student Trustee Tavares sent his regrets due to a prior commitment.
4. Approval of Agenda:
AMENDMENTS:
 - Item 12a) School Boards' Co-operative Inc. (SBCI) Employee Absence Support Proposal and Presentation was discussed prior to 10) Communications.

Moved by Trustee McMahon and seconded by Trustee Mastromattei that the April 24, 2012 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.

Trustee Macri disclosed interest in relation to agenda item 10b(iv) Accommodation Review Committee Reports to the Director of Education, Fontainebleau, Amherstburg, and Lakeshore due to his sons' employment and did not participate in the discussion or vote on any question raised on that item.

7. Presentations:
 - a. Healthy Living Pledge Initiative "In Sport WE Are One" (International Children's Games, City of Windsor)

Vincent Georgie from the University of Windsor Odette School of Business and Nora Romero from the City of Windsor presented the Healthy Living Pledge Initiative "In Sport WE Are One". The objective of the health initiative is to create healthier schools, enhance student achievement, and provide ways for every child to engage in healthy living activities. The project thus far has included representatives of the four local school Boards and MBA students from the University of Windsor.

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, April 10, 2012

Moved by Trustee Macri and seconded by Trustee Mastromattei that the minutes of the Committee of the Whole Board In-Camera meeting of April 10, 2012 be adopted as distributed. Carried

- ii) Minutes of Regular Board Meeting, April 10, 2012

Moved by Trustee DiMenna and seconded by Trustee Macri that the minutes of the Regular Board meeting of April 10, 2012 be adopted as distributed. Carried

- b. Items from the re-convened in-camera meeting of April 10, 2012 and convened in-camera meeting of April 24, 2012

Vice Chair DiMenna reported that the Windsor-Essex Catholic District School Board re-convened a closed Committee of the Whole Board meeting on April 10, 2012 pursuant to the Education Act - Section 207, to consider labour relations matters and other matters permitted or required to be kept private and confidential under the Freedom of Information and Protection of Privacy Act.

In addition, the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board meeting on April 24, 2012 pursuant to the Education Act - Section 207, to consider specific personnel, real property matters, 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 Soulliere that the recommendations and directions of the re-convened Committee of the Whole Board in-camera meeting held on April 10, 2012 and the convened Committee of the Whole Board in-camera meeting held on April 24, 2012 be approved. Carried

Vice Chair DiMenna made the following announcements:

From the April 10, 2012 Committee of the Whole Board in-camera meeting

- received reports on pending arbitration summaries pertaining to employee bargaining units.

From the April 24, 2012 meeting:

- receipt of the Administrative Staff Report on hiring, leave of absence, return from leave of absence, retirement and resignation of staff, dated April 24, 2012;
- received the following Administrative Placements effective September 1, 2012:
 - **Kevin Bellaire**, Principal at St. Angela School to Senior Manager of Student Services;
 - **Brendan Roberts**, Vice Principal at St. Joseph's Secondary School to Principal, at Holy Cross Elementary School;
 - **Anna Mancini**, Vice Principal at Queen of Peace to Principal at Immaculate Conception School;
 - **Jeff Fairlie**, Vice Principal at Christ the King School to Principal at St. Angela School;
 - **Rosa Cipparrone**, Teacher at L.A.Desmarais School to Vice Principal at Christ the King School;
 - **Marta Marazita**, Teacher at the Catholic Education Centre/Board Strategy to Vice Principal at Holy Cross School;
 - **John Riberdy**, Teacher at St. Christopher to Vice Principal at Our Lady of Perpetual Help School;
 - **John Mazlounian**, Teacher at St. Alexander to Vice Principal at St. John de Brebeuf School ;
 - **Kelly Power**, Curriculum Consultant at the Catholic Education Centre to Vice Principal at St. Peter School.

In addition, the Elementary and Secondary Principal and Vice Principals transfers were also received.

10. Communications:

- a. External (Associations, OCSTA, Ministry): *None*
- b. Internal (Reports from Administration)
 - i) Report: Administrative Staff Report

Moved by Trustee DiMenna and seconded by Trustee McMahon that the Board receive the Administrative Staff Report on hiring, retirement and resignation of staff dated April 24, 2012. Carried

ii) Report: 2011-12 – Second Interim Financial Report

Executive Superintendent Iatonna presented the second interim financial report that covers the six month period from September 1, 2011 to February 29, 2012. The report includes comparatives for the same time period in the 2010-11 fiscal year. Executive Superintendent Iatonna cautioned trustees that the actual budget variance may vary significantly from the projected amount identified in the report due to impacts from multiple factors.

Trustees commented on the various areas identified as forecast pressures. Executive Superintendent Iatonna assured trustees that measures are in place to address the areas of concern.

Moved by Trustee Macri and seconded by Trustee Favot that the Board receive the 2011-12 Second Interim Financial Report as information. *Carried*

iii) Report: 2011-12 School Budget Status Report

Executive Superintendent Iatonna reported school budgets have decreased by eleven percent (11%) and congratulated schools who have met the need to reduce their budgets.

Moved by Trustee DiMenna and seconded by Trustee Favot that the Board receive the 2011-12 School Budget Status Report as information. *Carried*

iv) Report: Accommodation Review Committee Reports to the Director of Education, Fontainebleau, Amherstburg, and Lakeshore Areas.

Chair Holland thanked the Manager of Human Resources and Policy Development Colleen Norris, the Superintendents and the Executive Assistant involved in the Accommodation Review Committees (ARC) for their time and commitment. She also mentioned trustees will receive a complete ARC package prior to the Special Board meetings scheduled for May 14, May 15 and May 17.

Moved by Trustee Soulliere and seconded by Trustee Alexander that the Board receive as information the Final Accommodation Review Committees' (ARCs) Reports, submitted to the Director of Education, for the accommodation review studies of the Fontainebleau, Amherstburg and Lakeshore areas. *Carried*

11. Unfinished Business: *None*

12. New Business:

- a. Report: School Boards' Co-operative Inc. (SBCI) Employee Absence Support Proposal and Presentation (*This item was presented prior to item 10 Communications*)

School Boards' Co-operative Inc. representative Lynn Porplycia introduced and explained the Attendance Support Program, its evolution and the next steps for the Board.

Upon completion of the needs assessment, trustees requested administration to bring forward a follow up report prior to implementation.

Moved by Trustee Soulliere and seconded by Trustee Macri that the Board receive the information presented by SBCI (School Board's Co-operative Inc.) and approve entering into an agreement with this organization to conduct a needs assessment in regard to employee absence support. Carried

- b. Report: Community Consultation Regarding the Relocation of St. John Catholic Elementary School (Windsor)

Due to declining enrolment, increased employee absences, relocations, and budget pressures, administration request approval for a community consultation to relocate St. John Catholic Elementary school to the Catholic Education Centre. Executive Superintendent Iatonna indicated the relocation will only occur if secured Ministry capital funding is received.

Prior to the release of the report, Trustee Favot, board administrators and the principal met with the St. John's Catholic School Advisory Council. Following the meeting, an advanced notice was sent to the school community. An open forum meeting is scheduled for Thursday, May 3, 2012.

Moved by Trustee Macri and seconded by Trustee DiMenna that the Board approve the establishment of a Community Consultative Committee to consider the relocation of St. John Catholic Elementary School to the Catholic Education Centre site for the 2013-2014 School Year. Carried

13. Committee Reports: *None*

14. Notice of Motion: *None*

15. Remarks and Announcements:

- a. Chairperson Holland attended, along with chairpersons from our coterminous boards, the International Children's Games announcement on Friday, April 20.

- b. Director of Education Picard provided comment on recent activities supporting the Board's strategic priorities namely;

Catholic Faith Formation: Catholic Education Week is scheduled from May 6-11. This year's theme is "Walking in the Light of Christ". Throughout Catholic Education Week, we ask that you to reflect on the significance of Catholic Education and we invite all community members, especially our parents, to participate in the celebrations and activities at our schools.

Employee Development And Student Achievement Initiatives: French as a Second Language in-service for secondary teachers was held today; Grade 9 Applied Math and Science Workshops continue; and Health and Safety Certificate Training for Elementary Vice Principals and members of the Health and Safety committee.

Celebrating Achievements: Congratulations to the secondary students who competed at the 2012 Ontario Technological Skills Qualifying Competition in London. Five of our students placed in the top 2 and will move on to the provincial competitions in Waterloo, April 30 to May 2;

Nominations for the J. F. Johnston Outstanding Educator Award and the Lucien (Kit) Lacasse Award are being accepted until May 17th; and Applications for the Director's Award – Our Journey to Holiness for both Elementary and Secondary students are now being accepted until May 11th. Please refer to the staff room folder for more information.

Miscellaneous: Director's recommendations for the Amherstburg, Fontainebleau and Lakeshore Accommodation Reviews will be posted on the board's website on Monday, April 30th. Special meetings of the board are scheduled for May 14, 15 and 17. Please refer to the board's website for further details.

- c. Board Chaplain Brunet mentioned expect to receive this weekend an announcement of clergy changes in the Windsor-Essex area.

16. Remarks/Questions by Trustees

Trustee DiMenna mentioned Queen of Peace Catholic Elementary school will be celebrating their 50th Anniversary May 4th and both Queen of Peace and St. Louis Catholic Elementary schools will once again be using Cardinal Carter Catholic Secondary school's auditorium for a play and talent show.

Trustee Soulliere mentioned this past weekend she attended the Teachers Have Heart gala and thanked those teachers who volunteer and support this event to benefit Autism Services and the Jumpstart Nutrition program.

Trustee Mastromattei informed trustees due to the relocation of Immaculate Conception Catholic Elementary school, a reunion is planned for May 11, 2012 and was grateful and thanked those who contributed to replace funds stolen from Immaculate Conception school due to a break-in.

Student Trustee Najem mentioned Cardinal Carter Catholic Secondary school's green team held a competition during Earth Week collecting five thousand (5000) batteries; St. Anne Secondary school held a cake auction; St. Joseph's Secondary had a tree planting service for a student; Holy Names Secondary school held a fashion show for charity; and schools are preparing for Proms. He also mentioned attending our coterminous board's student senate gala and thanked student trustees for the invitation. He also commented on the United Way volunteer event.

17. Pending Items: *None*

18. Continuation of In-Camera, if required. - *The Board re-convened 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 with the In-Camera Session beginning at 6:00 p.m. and the Public Session beginning at 7:00 p.m.*

- Tuesday, May 8, 2012
- Monday, May 14, 2012 - Special Board Meeting for Public Input - Amherstburg Accommodation Review at St. Thomas of Villanova HS (6:30 pm)
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- Thursday, May 17, 2012- Special Board Meeting for Public Input – Lakeshore Accommodation Review at St. Anne High School (**6:30 pm**)
 - Tuesday, May 22, 2012
 - Tuesday, June 12, 2012
 - **MONDAY**, June 25, 2012
 - Tuesday, June 26, 2012 - Board Meeting for Final Decision on Accommodation Review Recommendations (**7:00 pm**)
20. Closing Prayer – Fr. Brunet closed the meeting with a prayer.
21. Adjournment - There being no further business, the Regular Board meeting of April 24, 2012 adjourned at 8:43 p.m.

Not Approved

Barbara Holland
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

Meeting Date:
 May 8, 2012

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 May 8, 2012 for information.

SYNOPSIS:

BACKGROUND COMMENTS:

FINANCIAL IMPACT:

TIMELINES:

APPENDICES:

- Administrative Staff Report dated May 8, 2012

REPORT REVIEWED BY:

| | | | |
|-------------------------------------|---------------------------|----------------|----------------|
| <input type="checkbox"/> | EXECUTIVE COUNCIL: | Review Date: | -- |
| <input checked="" type="checkbox"/> | EXECUTIVE SUPERINTENDENT: | Approval Date: | April 30, 2012 |
| <input checked="" type="checkbox"/> | DIRECTOR OF EDUCATION: | Approval Date: | May 2, 2012 |

May 8, 2012

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

| Employee Name | Position | Date |
|---------------|----------|------|
|---------------|----------|------|

HIRING

RETIREMENT:

| | | |
|--------------------|----------------------|-----------------|
| Davidson, Georgina | Elementary Teacher | June 30, 2012 |
| Myre, Denise | Elementary Secretary | August 31, 2012 |
| Walton, Josie | Elementary Teacher | June 30, 2012 |

RESIGNATION:



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

Meeting Date:
May 8, 2012

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: **2010-11 SCHOOL RENEWAL PROGRAM YEAR-END REPORT**

RECOMMENDATION:

That the Board receive the year-end report on the 2010-11 School Renewal Program.

SYNOPSIS:

This report provides a summary of the 2010-11 School Renewal program as of August 31, 2011.

BACKGROUND COMMENTS:

The 2010-11 School Renewal Program report as of August 31, 2011 is attached as Appendix A for information.

FINANCIAL IMPACT:

At its meeting of March 29, 2011, the Board approved a list of projects to be funded from the School Renewal allocation. At that time, the funds available to spend were projected to be \$3,236,459, which included a provision for encumbrances from the 2009-10 fiscal year, along with an amount for the Board's unsupported debt. The 2010-11 School Renewal amount available to spend was determined using the School Renewal allocation as calculated in the 2010-11 Revised Budget Estimates, or \$3,064,673.

The Board has subsequently completed its 2010-11 year-end, and the actual School Renewal allocation as calculated in the financial statements was \$3,070,489, an increase of \$5,816 over the allocation inherent in the budget as shown below:

| | <u>Original Allocation</u> | | <u>Actual Allocation</u> | |
|--|--------------------------------|-------------------|------------------------------|----------------------|
| 2010-11 School Renewal Allocation | \$ 3,064,673 | Revised Estimates | \$ 3,070,489 | Financial Statements |
| Increase in School Renewal Funds Available | | \$ | 5,816 | |

School renewal project expenses normally cost more than \$10,000. The school renewal allocation can fund both tangible capital assets as well as expenses, and both are represented in the table attached in Appendix A.

As can be seen from the table, \$2,979,397 was spent in 2010-11, of which \$1,457,824 was spent on capital, and \$1,521,573 was spent on expenses. Of the \$1,521,573 spent on expenses, \$106,520 was spent on School Renewal projects and \$1,415,053 was spent on principal and interest payments associated with the Boards unsupported debt.

The difference between the School Renewal allocation as calculated in the Board’s financial statement submission of \$3,070,489 and the actual spending that occurred in 2010-11 of \$2,979,397 results in a balance of \$91,092 remaining in deferred revenue at year-end to be carried forward to 2011-12 for School Renewal projects in that year.

TIMELINES:

N/A.

APPENDICES:

Appendix A: 2010-11 School Renewal Program Year-End Report as of August 31, 2011

REPORT REVIEWED BY:

| | | | |
|-------------------------------------|---------------------------|----------------|-------------|
| <input type="checkbox"/> | EXECUTIVE COUNCIL: | Review Date: | -- |
| <input checked="" type="checkbox"/> | EXECUTIVE SUPERINTENDENT: | Approval Date: | May 2, 2012 |
| <input checked="" type="checkbox"/> | DIRECTOR OF EDUCATION: | Approval Date: | May 2, 2012 |

**WINDSOR-ESSEX CATHOLIC DISTRICT SCHOOL BOARD
2010-11 SCHOOL RENEWAL PROGRAM YEAR-END REPORT**

Appendix A

AS AT AUGUST 31, 2011

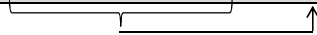
| SCHOOL | PROJECT DESCRIPTION | BUDGETED ALLOCATION | ACTUAL ALLOCATION | ACTUAL | SURPLUS/ (DEFICIT) | COMMENTS |
|--------------------------------------|---|---------------------|-------------------|-------------------|---------------------|---|
| <u>PAVING</u> | | | | | | |
| W.J. Langlois | Replace play area | \$ 100,000 | | \$ 125,440 | \$ (25,440) | Project complete with one outstanding invoice. |
| St. Pius X | Repair North parking lot & install catch basins | 150,000 | | 102,036 | 47,964 | Project complete with one outstanding invoice. |
| Sub-Total Paving | | \$ 250,000 | | \$ 227,476 | \$ 22,524 | |
| <u>MECHANICAL-PLUMBING</u> | | | | | | |
| St. Bernard Amherstburg | Renovate old washrooms | \$ 50,000 | | \$ 13,282 | \$ 36,718 | Project complete with two invoices outstanding. |
| St. Theresa | Renovate old washrooms | 60,000 | | - | 60,000 | Minor expenses for this project eliminated the need for a separate budget. |
| Villanova | Boys Washroom Urinals replaced | 55,000 | | 10,627 | 44,373 | Project complete. |
| Holy Names HS | Washroom Renovations | 25,000 | | 25,547 | (547) | Project complete. |
| Sub-Total Mechanical-Plumbing | | \$ 190,000 | | \$ 49,456 | \$ 140,544 | |
| <u>MECHANICAL-HVAC</u> | | | | | | |
| F. J. Brennan | New Unit Ventilators North Side | \$ 175,000 | | \$ - | \$ 175,000 | Project deferred to 2011-12. |
| Cardinal Carter | Install remainder of Heat Pumps | 100,000 | | - | 100,000 | Project deferred to 2011-12. |
| Holy Names HS | Replacement of cooling Tower / Condensed water piping | 70,000 | | 99,445 | (29,445) | Project in progress. |
| Holy Names HS | Replacement of "Y" strainers | 10,000 | | - | 10,000 | Project in progress. |
| Holy Names HS | Replacement of VFD Pumps/Motors | 30,000 | | - | 30,000 | Project in progress. |
| Holy Names HS | All new 3-way valves | 120,000 | | - | 120,000 | Project complete with outstanding invoice for valves. |
| Holy Names HS | All duct work and booster coils cleaned | 75,000 | | 23,997 | 51,003 | Phase 1 of project (main level) complete. Additional \$30K required for Phase 2 (second level). |
| Sub-Total Mechanical-HVAC | | \$ 580,000 | | \$ 123,442 | \$ 456,558 | |
| <u>CONTINGENCY</u> | | | | | | |
| To be determined | | \$ 90,346 | | \$ - | \$ 90,346 | |
| Immaculate Conception | Installation of window support system | | | 7,124 | (7,124) | |
| H.J. Lassaline | Replacement heat exchanges and control module | | | 7,643 | (7,643) | |
| Catholic Central | Replace electrical wiring for front sign | | | 8,754 | (8,754) | |
| St. John the Baptist | New fire alarm wiring | | | 15,783 | (15,783) | |
| St. Mary | Playground drainage | | | 18,956 | (18,956) | |
| St. Jules | Remove existing paved area and repave | | | 16,601 | (16,601) | |
| Catholic Central | Remove and install ceramic flooring and fixtures | | | 9,784 | (9,784) | |
| Our Lady of Perpetual Help | Paving of sidewalk and playground area | | | 14,813 | (14,813) | |
| St. Christopher | Roof replacement on portables | | | 9,706 | (9,706) | |
| L.A. Desmarais | Balance of green pilot program | | | 3,071 | (3,071) | |
| St. Pius | Balance of green pilot program | | | 2,751 | (2,751) | |
| Notre Dame | Site plan for bus bay | | | 1,686 | (1,686) | |
| St. Gabriel | Replace asphalt at rear of playground | | | 15,324 | (15,324) | |
| St. Gabriel | Repair drainage | | | 29,893 | (29,893) | |
| St. Pius | Roof repairs | | | 39,252 | (39,252) | |
| Sub Total Contingency | | \$ 90,346 | | \$ 201,141 | \$ (110,795) | |

WINDSOR-ESSEX CATHOLIC DISTRICT SCHOOL BOARD
2010-11 SCHOOL RENEWAL PROGRAM YEAR-END REPORT

Appendix A

AS AT AUGUST 31, 2011

| SCHOOL | PROJECT DESCRIPTION | BUDGETED ALLOCATION | ACTUAL ALLOCATION | ACTUAL | SURPLUS/ (DEFICIT) | COMMENTS |
|--------------------|--|---------------------|---------------------|---------------------|---------------------|---|
| OTHER | | | | | | |
| | Unsupported capital debt financing | \$ 1,180,061 | | \$ 1,415,053 | \$ (234,992) | Resulted from higher than planned interest costs. |
| | Encumbrances & previous commitments | 946,052 | | 962,829 | (16,777) | |
| | Sub Total Other | \$ 2,126,113 | | \$ 2,377,882 | \$ (251,769) | |
| GRAND TOTAL | | \$ 3,236,459 | | \$ 2,979,397 | | |
| | Less: Accumulated Surplus available | \$ (171,786) | | | | |
| | SCHOOL RENEWAL ALLOCATION CALCULATED IN GSN | \$ 3,064,673 | \$ 3,070,489 | \$ 2,979,397 | \$ 91,092 | Unspent balance to remain in deferred revenue. |





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

Meeting Date:
May 8, 2012

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 SCHOOL CONDITION IMPROVEMENT PROGRAM
STATUS AS OF MARCH 31, 2012**

RECOMMENDATION:

That the Board receive the 2011-12 School Condition Improvement Program Status as of March 31, 2012 as information.

SYNOPSIS:

This report provides a summary of the status of the 2011-12 School Condition Improvement Program as of March 31, 2012.

BACKGROUND COMMENTS:

The Ministry of Education announced a new grant for 2011-12 to address school renewal needs in each of the next three years. This funding, referred to as the School Condition Improvement grant, was allocated to boards based primarily on the number of schools, excluding schools built since 2007 and schools for which boards have received Ministry funding to substantially renovate and/or replace.

The use of the School Condition Improvement grant is restricted by legislation to be used only for renewal expenditures that meet the requirement to be capitalized. Any unspent allocation at year-end is transferred to deferred revenue where it will be carried forward to the next fiscal year to be used for capitalized renewal expenditures incurred in that year.

FINANCIAL IMPACT:

The Ministry has provided an allocation to the Board for the 2011-12 School Condition Improvement Program in the amount of \$1,620,615. This grant can only be spent on expenditures that meet the requirement to be capitalized. At its meeting of October 11, 2011, the Board approved a list of projects to be undertaken with these funds. The approved project list, along with year-to-date spending to the end of March 31, 2012, is provided in Appendix A.

As can be seen from the table, only \$19,452 of the allocation has been spent as of March 31, 2012. The costs in this category however follow no particular pattern as they are dependent on the nature of the planned projects and work to be completed. While the timing of these expenses is unpredictable, they are controllable.

TIMELINES:

An update of specific project timing will be provided in the next project status report to the Board. Any unspent amount at year-end will be transferred to deferred revenue where it will be carried forward to the next fiscal year.

APPENDICES:

Appendix A: 2011-12 School Condition Improvement Status Report as of March 31, 2012

REPORT REVIEWED BY:

| | | | |
|-------------------------------------|---------------------------|----------------|-------------|
| <input type="checkbox"/> | EXECUTIVE COUNCIL: | Review Date: | -- |
| <input checked="" type="checkbox"/> | EXECUTIVE SUPERINTENDENT: | Approval Date: | May 2, 2012 |
| <input checked="" type="checkbox"/> | DIRECTOR OF EDUCATION: | Approval Date: | May 2, 2012 |

**WINDSOR-ESSEX CATHOLIC DISTRICT SCHOOL BOARD
2011-12 SCHOOL CONDITION IMPROVEMENT STATUS REPORT**

Appendix A

AS OF MARCH 31, 2012

| SCHOOL | PROJECT DESCRIPTION | BUDGET | YEAR-TO-DATE ACTUAL* (Sept 1/11 to Mar 31/12) | AVAILABLE BALANCE |
|--------------------------------------|---|-------------------|---|----------------------|
| <u>PAVING</u> | | | | |
| St. Joseph Elem. | Resurface parking lot | \$ 100,000 | \$ - | \$ 100,000 |
| St. Michael Adult HS | Install new parking lot | 100,000 | 14,328 | 85,672 |
| Sub-Total Paving | | \$ 200,000 | \$ 14,328 | \$ 185,672 |
| <u>DOORS</u> | | | | |
| W.J. Langlois | Replace all exterior doors | \$ 30,000 | \$ - | \$ 30,000 |
| Sub-Total Doors | | \$ 30,000 | \$ - | \$ 30,000 |
| <u>WINDOWS</u> | | | | |
| W.J. Langlois | Replace all windows | \$ 150,000 | \$ - | \$ 150,000 |
| Sub-Total Windows | | \$ 150,000 | \$ - | \$ 150,000 |
| <u>ROOFING</u> | | | | |
| Stella Maris | Upgrade roof (phase 1) south end | \$ 100,000 | \$ - | \$ 100,000 |
| Notre Dame | Upgrade roof (phase 1) | 120,000 | - | 120,000 |
| ICS | Upgrade roof (phase 1) | 150,000 | - | 150,000 |
| St. Louis | Upgrade roof (phase 1) | 180,000 | - | 180,000 |
| St. Pius X | Upgrade roof (phase 2) | 110,000 | - | 110,000 |
| Sub-Total Roofing | | \$ 660,000 | \$ - | \$ 660,000 |
| <u>MECHANICAL-PLUMBING</u> | | | | |
| St. Anne Fr. Immersion | Installation of staff washroom on main floor - convert storage room to washroom | \$ 80,000 | \$ - | \$ 80,000 |
| Sub-Total Mechanical-Plumbing | | \$ 80,000 | \$ - | \$ 80,000 |

**WINDSOR-ESSEX CATHOLIC DISTRICT SCHOOL BOARD
2011-12 SCHOOL CONDITION IMPROVEMENT STATUS REPORT**

Appendix A

AS OF MARCH 31, 2012

| SCHOOL | PROJECT DESCRIPTION | BUDGET | YEAR-TO-DATE ACTUAL* (Sept 1/11 to Mar 31/12) | AVAILABLE BALANCE |
|--|---|---------------------|---|------------------------------|
| <u>MECHANICAL-HVAC</u> | | | | |
| St. Louis | Upgrade controls | \$ 100,000 | \$ - | \$ 100,000 |
| Sub-Total Mechanical-HVAC | | \$ 100,000 | \$ - | |
| <u>SEPTIC / SEWER / WATERMAIN</u> | | | | |
| Queen of Peace | Replace septic tanks | \$ 125,000 | \$ 5,123 | \$ 119,877 |
| Sub-Total Septic / Sewer / Watermain | | \$ 125,000 | \$ 5,123 | \$ 119,877 |
| <u>OTHER</u> | | | | |
| Holy Cross; W.J. Langlois; St. John Vianney; Queen of Peace OLPH | Water-proofing of buildings (may include brick replacement) | \$ 200,000 | \$ - | \$ 200,000 |
| Sub Total Other | | \$ 200,000 | \$ - | \$ 200,000 |
| Contingency | | \$ 75,615 | \$ - | \$ 75,615 |
| GRAND TOTAL | | \$ 1,620,615 | \$ 19,452 | \$ 1,601,163 |

* Includes Encumbrances



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

Meeting Date:
May 8, 2012

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 SCHOOL RENEWAL PROGRAM STATUS AS OF MARCH 31, 2012**

RECOMMENDATION:

That the Board receive the status report on the 2011-12 School Renewal Program and approve the updated project list.

SYNOPSIS:

This report provides an updated listing of 2011-12 School Renewal projects for the Board's approval. It also presents a summary of the status of the 2011-12 School Renewal program as of March 31, 2012.

BACKGROUND COMMENTS:

The 2011-12 School Renewal Program Status as of March 31, 2012 is attached as Appendix A for information. It reflects both the original budget approved by the Board and also the adjustments that have resulted from the identification of projects to be funded from contingency.

FINANCIAL IMPACT:

At its meeting of October 11, 2011, the Board approved a list of projects to be funded from the School Renewal allocation. At that time, the funds available to spend were projected to be \$1,793,910. This amount was determined using the School Renewal Allocation as calculated in the 2011-12 Budget Estimates, along with a projection of the 2010-11 School Renewal deferred revenue balance and a projection of 2010-11 encumbrances. Projections were necessary for the encumbrances and deferred revenue balance as the 2010-11 year-end accounting was not yet complete and as such actual balances were not known.

The Board has subsequently completed its 2010-11 year-end, and also prepared revised budget estimates for the 2011-12 fiscal year. Consequently, the School Renewal budget has been updated to reflect the results as detailed below:

| | <u>Original Budget</u> | | <u>Revised Budget</u> | |
|--|----------------------------|------------|----------------------------|-------------------|
| 2011-12 School Renewal Allocation | \$ 2,997,762 | Estimates | \$ 3,010,187 | Revised Estimates |
| Add: 2010-11 school renewal deferred revenue | 318,325 | Projection | 91,092 | Actual |
| Total Funding | <u>\$ 3,316,087</u> | | <u>\$ 3,101,279</u> | |
| Less: Provision for unsupported debt | (1,180,061) | | (1,180,061) | |
| 2010-11 encumbrances | (342,116) | Projection | (56,013) | Actual |
| 2011-12 Total Available to Spend | <u><u>\$ 1,793,910</u></u> | | <u><u>\$ 1,865,205</u></u> | |
| Increase in School Renewal Budget | | \$ 71,295 | | |

As can be seen from the table above, the revised amount of School Renewal funds available to spend is \$1,865,205, which represents an increase of \$71,295 over the original budget projection. This incremental amount has been shown under the Contingency line near the end of the attached table in Appendix A. A further report is to be provided to the Board in due course on the allocation of these funds.

School Renewal project expenses normally cost more than \$10,000. The School Renewal allocation can fund both tangible capital assets as well as expenses, and both are represented in the table attached in Appendix A. Also reflected in Appendix A is a listing of specific projects valued at \$58,921 that were formerly identified as Contingency in the original budget that was brought before the Board in October 2011.

As can be seen from the table, only \$180,919 of the allocation has been spent as of March 31, 2012. The costs in this category however follow no particular pattern as they are dependent on the nature of the planned projects and work to be completed. While the timing of these expenses is unpredictable, they are controllable.

TIMELINES:

An update of specific project timing will be provided in the next project status report to the Board. Any unspent amount at year-end will be transferred to deferred revenue where it will be carried forward to the next fiscal year.

APPENDICES:

Appendix A: 2011-12 School Renewal Program Status Report as of March 31, 2012

REPORT REVIEWED BY:

| | | | |
|-------------------------------------|---------------------------|----------------|-------------|
| <input type="checkbox"/> | EXECUTIVE COUNCIL: | Review Date: | -- |
| <input checked="" type="checkbox"/> | EXECUTIVE SUPERINTENDENT: | Approval Date: | May 2, 2012 |
| <input checked="" type="checkbox"/> | DIRECTOR OF EDUCATION: | Approval Date: | May 2, 2012 |

**WINDSOR-ESSEX CATHOLIC DISTRICT SCHOOL BOARD
2011-12 SCHOOL RENEWAL STATUS REPORT**

Appendix A

AS OF MARCH 31, 2012

| SCHOOL | PROJECT DESCRIPTION | ORIGINAL BOARD APPROVED BUDGET (Oct. 11, 2011) | REVISED BUDGET | YEAR-TO-DATE ACTUAL* (at Mar 31, 2012) | AVAILABLE BALANCE | COMMENTS |
|------------------------------------|---|--|-------------------|--|----------------------|---|
| <u>SITE IMPROVEMENTS</u> | | | | | | |
| L.A. Desmarais | Installation of partitions for foyer | \$ 10,000 | \$ 10,000 | \$ - | \$ 10,000 | |
| H. J. Lassaline | Build office space | 10,000 | 10,000 | - | 10,000 | |
| St. John the Evangelist | Replace ceiling tiles in main hallway | 20,000 | 20,000 | - | 20,000 | |
| St. John Vianney | Insulation of building (old section) | 25,000 | 25,000 | - | 25,000 | |
| W.J. Langlois | Replace play area and install drainage | - | - | 9,873 | (9,873) | |
| Sub-Total Site Improvements | | \$ 65,000 | \$ 65,000 | \$ 9,873 | \$ 55,127 | |
| <u>ROOFING</u> | | | | | | |
| H. J. Lassaline | Upgrade roof | \$ 71,563 | \$ 71,563 | \$ - | \$ 71,563 | Project identified as urgent |
| Sub-Total Roofing | | \$ 71,563 | \$ 71,563 | \$ - | \$ 71,563 | |
| <u>PAVING</u> | | | | | | |
| OLOA | Repave bus zone driveway | \$ 155,000 | \$ 155,000 | \$ - | \$ 155,000 | |
| St. Gregory | New pavement along side of school | 80,000 | 80,000 | - | 80,000 | |
| Stella Maris | Replace paving in courtyard | 50,000 | 50,000 | - | 50,000 | |
| St. James | Replace bus bay asphalt | 40,000 | 40,000 | - | 40,000 | |
| Notre Dame | Install new bus bay | 65,600 | 65,600 | 9,691 | 55,909 | City of Windsor contribution = \$32,862 |
| St. Gabriel | Replace asphalt at the rear of playground | 15,000 | - | - | - | |
| Villanova | Pavement repairs | - | 15,000 | 14,832 | 168 | |
| St. Pius | Repair North parking lot & install catch basins | - | - | (6,269) | 6,269 | |
| Sub-Total Paving | | \$ 405,600 | \$ 405,600 | \$ 18,254 | \$ 387,346 | |
| <u>WINDOWS</u> | | | | | | |
| St. Gabriel | Repair windows | \$ 25,000 | \$ 25,000 | \$ - | \$ 25,000 | |
| Sub-Total Windows | | \$ 25,000 | \$ 25,000 | \$ - | \$ 25,000 | |
| <u>FLOORING</u> | | | | | | |
| Queen of Peace | Replace gym floor | \$ 23,000 | \$ 23,000 | \$ - | \$ 23,000 | |
| Cardinal Carter | Replace flooring in main/Guidance office, music room & auditorium | 30,000 | 30,000 | - | 30,000 | |
| St. Pius X | Replace floor in rooms 3,5,6,8,9,27 - asbestos included | 20,000 | 20,000 | - | 20,000 | |
| Villanova | Replace flooring in main & Guidance areas | 15,000 | 15,000 | - | 15,000 | |
| St. John Vianney | Flooring | - | - | 10,123 | (10,123) | |
| Sub-Total Flooring | | \$ 88,000 | \$ 88,000 | \$ 10,123 | \$ 77,877 | |

**WINDSOR-ESSEX CATHOLIC DISTRICT SCHOOL BOARD
2011-12 SCHOOL RENEWAL STATUS REPORT**

Appendix A

AS OF MARCH 31, 2012

| SCHOOL | PROJECT DESCRIPTION | ORIGINAL BOARD APPROVED BUDGET (Oct. 11, 2011) | REVISED BUDGET | YEAR-TO-DATE ACTUAL* (at Mar 31, 2012) | AVAILABLE BALANCE | COMMENTS |
|--------------------------------------|---|--|-------------------|--|----------------------|--------------------------------------|
| <u>MECHANICAL-PLUMBING</u> | | | | | | |
| St. Alexander | Replace mill work & sinks in staff room | \$ 10,000 | \$ 10,000 | \$ - | \$ 10,000 | |
| St. John the Baptist | Renovate senior washrooms | 50,000 | 50,000 | - | 50,000 | |
| F. J. Brennan | Renovate washrooms | 20,000 | 20,000 | - | 20,000 | |
| St. Bernard | Renovate washrooms | - | - | 396 | (396) | |
| Holy Names | Replacement of water tower | - | - | 46,156 | (46,156) | |
| Sub-Total Mechanical-Plumbing | | \$ 80,000 | \$ 80,000 | \$ 46,552 | \$ 33,448 | |
| <u>MECHANICAL-HVAC</u> | | | | | | |
| Cardinal Carter | Install replacement heat pumps | \$ 100,000 | \$ 100,000 | \$ 14,610 | \$ 85,390 | Deferred from 2010-11 School Renewal |
| Villanova | Install replacement heat pumps | 75,000 | 75,000 | 6,900 | 68,100 | |
| Various Schools | Installation of new ventilation fans in science labs | 12,000 | 12,000 | - | 12,000 | |
| Sacred Heart | Heating/Cooling water distribution system replacement & study | 122,000 | 122,000 | - | 122,000 | Project identified as urgent |
| F. J. Brennan | New unit ventilators north side | 175,000 | 175,000 | - | 175,000 | Deferred from 2010-11 School Renewal |
| Villanova | Install new dust extractor in woodshop | 12,000 | 12,000 | - | 12,000 | |
| Sub-Total Mechanical-HVAC | | \$ 496,000 | \$ 496,000 | \$ 21,510 | \$ 474,490 | |
| <u>ELECTRICAL</u> | | | | | | |
| St. Joseph HS | Accessibility to cafeteria doors both sets | \$ 10,000 | \$ 10,000 | \$ - | \$ 10,000 | |
| Sacred Heart | Upgrade / rewire all classrooms | 30,000 | 30,000 | - | 30,000 | |
| St. John the Baptist | Install new gym lighting | 10,000 | 10,000 | - | 10,000 | |
| OLMC | Replace main switch gears | 57,250 | 57,250 | - | 57,250 | Project identified as urgent |
| St. Jules | Replace main switch gears | 83,013 | 83,013 | - | 83,013 | Project identified as urgent |
| St. Gregory | Replace main switch gears | 71,563 | 71,563 | - | 71,563 | Project identified as urgent |
| Sub-Total Electrical | | \$ 261,826 | \$ 261,826 | \$ - | \$ 261,826 | |
| <u>OTHER</u> | | | | | | |
| Catholic Central | Replace exterior steps (east entrance way) | \$ 30,000 | \$ 30,000 | \$ - | \$ 30,000 | |
| St. Anne Fr. Immersion | Raising of fence to 10 ft. | 12,000 | 12,000 | 11,871 | 129 | |
| Various Schools | Improvements to libraries | 200,000 | 200,000 | - | 200,000 | |
| Sub Total Other | | \$ 242,000 | \$ 242,000 | \$ 11,871 | \$ 230,129 | |

**WINDSOR-ESSEX CATHOLIC DISTRICT SCHOOL BOARD
2011-12 SCHOOL RENEWAL STATUS REPORT**

Appendix A

AS OF MARCH 31, 2012

| SCHOOL | PROJECT DESCRIPTION | ORIGINAL BOARD APPROVED BUDGET (Oct. 11, 2011) | REVISED BUDGET | YEAR-TO-DATE ACTUAL* (at Mar 31, 2012) | AVAILABLE BALANCE | COMMENTS |
|------------------------------|--|---|---------------------|---|---------------------|--|
| <u>CONTINGENCY</u> | | | | | | |
| To be determined | To be determined | \$ 58,921 | \$ 71,295 | \$ - | \$ - | |
| Holy Names | Repairs to the perimeter of the entire school | - | 10,000 | 9,932 | 68 | |
| St. Anne | Repairs to damaged bleachers | - | 11,000 | 10,927 | 73 | |
| Catholic Central | To restore the east and west stairwells | - | 10,000 | 9,869 | 132 | |
| Villanova | Boiler inspection and repairs | - | 10,000 | 9,500 | 500 | |
| Holy Names | Duct Cleaning | - | 10,000 | 9,645 | 355 | Carried over from 2010-11 School Renewal |
| St. John Vianney | Replace flooring rooms A-10, 5, 3,1 and asbestos | - | 7,921 | - | 7,921 | |
| L.A. Desmarais | Catch Basin | - | - | 7,910 | (7,910) | |
| ICS | Installation of window support system | - | - | 4,953 | (4,953) | |
| Sub Total Contingency | | \$ 58,921 | \$ 130,216 | \$ 62,736 | \$ (3,815) | |
| GRAND TOTAL | | \$ 1,793,910 | \$ 1,865,205 | \$ 180,919 | \$ 1,612,991 | |

* Includes Encumbrances



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

Meeting Date:
 May 8, 2012

BOARD REPORT

Public **In-Camera**

PRESENTED FOR: Information Approval

PRESENTED BY: SEAC Committee – Trustee Members

SUBMITTED BY: Paul A. Picard, Director of Education
 Cathy Geml, Associate Director of Education Student Achievement K-12

SUBJECT: **SPECIAL EDUCATION ADVISORY COMMITTEE (SEAC)
 Meeting of February 16, 2012**

RECOMMENDATION:

**That the Board receive the Minutes of the Thursday, February 16, 2012
 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 April 26, 2012 at the Catholic Education Centre. Minutes of the Thursday April 26, 2012 meeting will be provided following approval by SEAC.

APPENDICES:

- Special Education Advisory Committee Minutes of February 16, 2012.

REPORT REVIEWED BY:

| | | |
|-------------------------------------|---------------------------|----------------------------|
| <input type="checkbox"/> | EXECUTIVE COUNCIL: | Review Date: -- |
| <input checked="" type="checkbox"/> | EXECUTIVE SUPERINTENDENT: | Approval Date: May 2, 2012 |
| <input checked="" type="checkbox"/> | DIRECTOR OF EDUCATION: | Approval Date: May 2, 2012 |



1325 California Ave., Windsor, ON N9B 3Y6
 Phone: (519) 253-2481 Fax: (519) 253-0620

SPECIAL EDUCATION ADVISORY COMMITTEE MEETING
Thursday February 16th, 2012– 6:00 P.M.
Windsor Essex Catholic Education Centre
1325 California Avenue, Windsor

MINUTES

Present:

| | |
|-------------------|---|
| Melanie Allen | IEWS (Vice Chair) |
| Mary DiMenna | Trustee |
| Paul Nantais | Windsor Down Syndrome Association |
| Mary-Anne Mouawad | Learning Disabilities Association |
| Sonia Sovran | Learning Disabilities Association |
| Melanie Allen | IEWS |
| Erin Earls | Windsor Down Syndrome Association |
| Trudy Richards | Autism Ontario Windsor-Essex |
| Mary Reynolds | (Acting) Representative Principal's Association |
| Cathy Geml | Associate Director of Education (ex-officio) |
| Terri Maitre | Recorder |

1. Call to Order – Cathy Geml
2. Opening Prayer – Cathy Geml
3. Welcome – Cathy Geml, welcomed Mary Reynolds Acting Representative for the Principal's Association, Elisa Houston, Board Consultant and John McMahon, Community Living Essex to the meeting.
4. Recording of Attendance
 - Regrets from Lisa Soulliere, Rose Lamug and Michelle Freisen
5. Approval of Agenda - February 16th, 2012
Motion by Mary DiMenna and seconded by Trudy Richards 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 – January 23rd, 2012
Motion by Paula Nantais and seconded by Mary-Anne Mouawad that the Minutes be approved as printed and circulated. Carried
9. Business Arising - None

10. Information Items

- (a) GCA Training Institute – brought forward as information. No discussion followed.
- (b) GCA ADD – brought forward as information. No discussion followed.

11. Report from Chair – N/A

12. Report from Trustees – The following information was provided.

At the January 31, 2012 regular Board meeting:

- Board Chaplain Brunet, Assumption Principal Joe Ibrahim, Chairperson Holland, Director Picard, Trustees and staff presented former Trustee Patrick Keane with a plaque for his twenty-eight (28) years of service as the Trustee representing Assumption College Catholic School.

Information Items:

- 2010-2011 Annual Report on Trustee expenses.
- 2011-2012 School Budget Status Report.
- Special Education Advisory Committee (SEAC Minutes of October 20th, 2011).

At the February 14, 2012 regular Board meeting:

- 2011-2012 – 1st Interim Financial Report was presented.
- Policy Development and Proposal for Public Consultation: Policy H:03 Hiring and Promotion.

Information Items:

- 2012 Temporary Borrowing Resolution – Annual Expenditures.
- 2012 Temporary Borrowing Resolution – Permanent Improvements.

13. Report from Associate Director of Education:

(a) Windsor-Essex Children's Mental Health 6-12 Service Model – On February 1st, 2012 an official announcement was made regarding the full integration of services between Glengarda and Windsor Regional Hospital. All children's mental health services for ages 6-12 will be delivered by the Regional Children's Centre, Windsor Regional Hospital.

- Follow-up information - Windsor-Essex Children's Mental Health 6-12 Service Model – the ultimate goal of the model is to provide better service for children, youth and families. Both organizations will be working together to ensure there is seamless transitions for children and families using this new service model.

(b) Drummund Report – Associate Director, Cathy Geml gave a brief overview of the report stating these are only recommendations.

- The Board may have to look at new efficiencies in Special Education.
- Health Care seems to have received the majority of the recommendations.
- All Boards throughout the province will take direction from the Ministry of Education once the Drummond recommendations have been reviewed.
- Boards may not have all recommendations from the Ministry of Education until September 2012.
- The report suggested a 70% reduction in non-teaching staff.
- A possible increase in class sizes.
- Possible removal of ECE's from the SK/JK classrooms.
- The Board will provide updates to SEAC as information becomes available.

(c) Alternative date next SEAC meeting: April 26 at 6:00 p.m.

14. New Business - Paula Nantais commented on the smooth transition of elementary special needs students to secondary schools. The transition has been very positive for parents involved in the process.
15. Association Reports – None
16. Closing Prayer – Associate Director, Cathy Geml

Meeting adjourned: 6:30 p.m.

Next meeting: April 26, 2012 6:00 p.m.



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

Meeting Date:
 May 8, 2012

BOARD REPORT

Public **In-Camera**
PRESENTED FOR: Information Approval
PRESENTED BY: Senior Administration
SUBMITTED BY: Paul Picard, Director of Education
 Cathy Geml, Associate Director of Education
SUBJECT: **FRENCH IMMERSION ADVISORY COMMITTEE (FIAC)
 - MEETING OF OCTOBER 20, 2011**

RECOMMENDATION:

That the Board receive the Minutes of the October 20, 2011 French Immersion Advisory Committee meeting as information.

SYNOPSIS: In accordance with Board By-Laws, *Section 5:00 Committee Reports*, the French Immersion Advisory Committee (FIAC) is submitting for the Board of Trustees' information the Minutes of its October 20, 2011 meeting.

BACKGROUND COMMENTS: The French Immersion Advisory Committee came into existence as a result of a recommendation made at a Special Board meeting on February 3, 2009. The role of the French Immersion Advisory Committee is to promote and support the system-wide French Immersion program, exchange information and points of view about the French Immersion program and provide advice, recommendations and feedback to the Board on French Immersion.

FINANCIAL IMPACT: n/a

TIMELINES: The next French Immersion Advisory Committee meeting occurred on Wednesday, April 4, 2012 at the Catholic Education Centre. Minutes will be provided to the Board of Trustees following approval by the French Immersion Advisory Committee.

APPENDICES:

- French Immersion Advisory Committee Minutes of October 20, 2011

REPORT REVIEWED BY:

| | | | |
|-------------------------------------|---------------------------|----------------|----------------|
| <input checked="" type="checkbox"/> | EXECUTIVE COUNCIL: | Review Date: | April 26, 2012 |
| <input checked="" type="checkbox"/> | EXECUTIVE SUPERINTENDENT: | Approval Date: | April 26, 2012 |
| <input type="checkbox"/> | DIRECTOR OF EDUCATION: | Approval Date: | April , 2012 |



WINDSOR-ESSEX CATHOLIC DISTRICT SCHOOL BOARD

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

FRENCH IMMERSION ADVISORY COMMITTEE

Thursday, October 20, 2011 at 5:00 p.m.

CEC – Video Conference Room

- Present:** Therese Barichello - Principal of Continuing Education
 Jim McMahon - Trustee
 Bernie Mastromattei - Trustee
 Michael Cusinato - Principal - St. Anne French Immersion
 Carm Casalena - Principal - St. Mary School
 Pat Hickson - Principal - St. Thomas of Villanova Secondary
 Maggie Beneteau - Dept. Head, Mod. Lang. - St. Thomas of Villanova
 Renee Saad - Dept. Head, Mod. Lang. - St. Joseph's High School
 Michael Jraiche - Dept. Head, Mod. Lang. - Cardinal Carter Secondary
 Steven Richardson - Act. Dept. Head - Mod. Lang. - St. Anne Sec.
 Marie O'Neil - Parent Representative - St. Mary School
 Lori Medved - Parent Representative - St. Joseph's Secondary
- Regrets:** Tish Hedderson, Principal – St. Joseph's Secondary
 Brenda Verkoeyen – Parent Representative – St. Anne Secondary
 Greg Farrah – Parent Representative – St. Thomas of Villanova
- Recording:** Simone Lira, Executive Assistant

NOTES

1. **Call to Order**
 Chairman McMahon called the meeting to order at 5:05 p.m.
2. **Opening Prayer** – Principal Barichello
3. **Introductions**
 - Chairman McMahon welcomed everyone back and introductions were made around the table.
 - Chairman McMahon reiterated for the committee the reason there was no meeting as planned on May 26, 2011. This meeting is the first meeting of FIAC for the 2011-2012 school year.
4. **Approval of Agenda**
 Motion by Steve Richardson and seconded by Maggie Beneteau that the Agenda be approved. Carried
5. **Approval of Minutes for Thursday, March 31, 2011**
 Motion by Maggie Beneteau and seconded by Steve Richardson that the Minutes be approved with two small changes as discussed. Carried

6. Report from Academic Supervisor Barichello

- Registration numbers at St. Mary School stand at 236, with 21 in JK/SK
- Registration numbers at St. Anne French Immersion stand at 467, with 110 in JK/SK
- JK/SK classes are combined at both sites. Principal Barichello visited some Francais schools and found this to work well. The teachers at our sites are very positive and parents in agreement with the combined classes.
- Principal Barichello and Trustee McMahon advised the committee of the Board's commitment to the French Immersion program with plans to investigate the possibility of opening a French Immersion program at Queen of Peace School in Leamington. This recommendation was made at the Board Meeting of October 11, 2011. There was discussion on the expansion of the French Immersion program in our system, as a vehicle to enhance enrolment for our Board. More announcements are to come as the Board continues a system overview.
- Principal Barichello advised the committee that the OLE (Official Languages in Education) grant proposal went forward to the Ministry for funding to support language cultural activities in the schools. Another proposal went forth for CEFR (Common European Framework). This will go along with an eventual DELF, which is a provincial standard assessment that would assess each student at graduation. All school boards are being advised to advocate for and support the standard.

7. Business Arising/ New Business – None

a) Round Table Discussion

- As each member shared information and views on the program, it was evident that there is still a desperate need of textbooks in the secondary panel. There was positive feedback on the sharing of resources and credit to the departments and personnel involved. Staff is grateful for the gains made through this committee and efforts by Principal Barichello for obtaining resources through funding. Trustees asked that Modern Languages Department Heads forward a list of the textbooks required to Principal Barichello.
- There was an advisory regarding the invitation to our French Immersion students at St. Joseph's involving in the *Take Back the Night* walk on Saturday, October 22, 2011. The walk supports the end of violence against women, children and the elderly, beginning at Dieppe Park from 8:00 – 9:00 p.m. The event is organized by the Sexual Assault Crisis Centre.
- Using funding from the OLE grant, some secondary students will visit the Holocaust Museum.
- There was discussion regarding the idea at Villanova of having an earlier information meeting for parents of students already taught at the school, who have siblings in grade 8 (before the official Grade 8 Night), near the end of November. This would be advertised through a French Immersion or Modern Languages newsletter. It was suggested the Board make this meeting a set procedure for all high school F/I programs in order to reach potential students.
- Advisory on the Concours Video 2011, which involves students at St. Joseph's High School producing a one to two minute video that demonstrates bilingualism, leadership and community engagement. For winners, there are bursaries for the University of Ottawa for each student in the class. The two minute video will showcase students who are involved in the blood drive, the

election and various other activities. It will embody how the French Immersion students are involved in social justice and community.

- There was discussion on boundary issues involving St. Joseph's Secondary.
- The Committee as a whole admitted feeling very positive about the support by the Board for the French Immersion program. They are very appreciative of the gains and the difference being made in the interest of all involved. It was agreed that the students in the program tend to be leaders in our schools, which makes the program an easy sell to the general public.

b) **The next meeting** will take place on a Thursday in January and the following, in May at 5:00 p.m. Dates are to be determined.

8. Closing prayer and adjournment at 6:15 p.m.