



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

**SUPERVISED
 SPECIAL REGULAR BOARD MEETING
 Wednesday, September 19, 2012 at 11:30 a.m.
 Windsor Essex Catholic Education Centre
 St. Thomas of Aquinas Room**

A G E N D A

	Page #
1. Call To Order	
2. Opening Prayer	
3. Recording of Attendance	
4. Approval of Agenda	
5. Disclosure of Interest - <u>Pursuant to the Municipal Conflict of Interest Act.</u>	
6. Presentations: <i>None</i>	
7. Delegations: <i>None</i>	
8. Action Items: <i>None</i>	
a. Approval of Minutes – <i>Not Required</i>	
b. Items from the convened in-camera meeting: <i>Not Required</i>	--
9. Communications:	
a. External (Associations, OCSTA, Ministry): <i>None</i>	--
b. Internal (Reports from Administration): <i>None</i>	--
10. Unfinished Business: <i>None</i>	--
11. New Business:	
a. Report: Tender Approval: W.J. Langlois Catholic Elementary School – Windows and Doors Replacement (M. Iatonna)	1-2
12. Committee Reports: <i>None</i>	--
13. Notice of Motion	--
14. Remarks and Announcements:	--

15. Pending Items: *None* --
16. Continuation of In-Camera, if required.
17. Future Supervised Board Meetings: *Unless stated otherwise, all meetings will be held at the Windsor Essex Catholic Education Centre - 1325 California Avenue, Windsor*
- Tuesday, September 25, 2012
18. Closing Prayer
19. Adjournment

Norbert Hartmann
Supervisor of the Board

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

Ministry of Education

Assistant Deputy Minister
Business & Finance Division
20th Floor, Mowat Block
900 Bay Street
Toronto ON M7A 1L2

Ministère de l'Éducation

Bureau du sous-ministre adjoint
Division des opérations et des finances
20^e étage, Édifice Mowat
900, rue Bay
Toronto ON M7A 1L2



September 14, 2012

Ms. Belinda Williams
belindawilliams@sympatico.ca

Dear Ms. Williams,

I am writing to respond to your request for an Administrative Review of the Pupil Accommodation Review process undertaken by the Windsor-Essex Catholic District School Board WECDSB for the Fontainebleau Accommodation Review, including St. Alexander Catholic Elementary School.

Due to the importance of accommodation decisions to students, families and communities, we share your desire that accommodation review processes follow the policies developed and approved by local school boards, and that community members feel that their concerns are understood.

Based on the Ministry's careful review of your administrative review request package, the Ministry has decided not to appoint a facilitator in this case. We would like to take this opportunity to present our findings in response to the main point presented in your petition, namely that the WECDSB allowed persons to make presentations regarding an on-going Accommodation Review Committee outside the Board's policy *Administrative Procedure PR A: 05 Pupil Accommodation Review*.

Ministry staff have carefully reviewed both the Board's pupil accommodation policy as well as the WECDSB's Operational Procedures of the Board. It is our understanding the June 12, 2012 meeting was a regular meeting of the board, and the delegations were heard at the trustees' discretion, in accordance with the WECDSB's By-Law 3.09 DELEGATIONS. It is our understanding that the operational procedures of the board or the accommodation review policy do not prohibit presentations about schools involved in accommodation review processes during regular board meetings. While it is regrettable that there may have been confusion surrounding the ability of delegates to be heard, it is the Ministry's opinion that there has been no violation of the board's accommodation review policy.

I would like to take this opportunity to encourage all St. Alexander community members to remain involved as the WECDSB develops plans to implement the accommodation review decisions. Your continued involvement can help to ensure that the best outcomes are realized for all students in your community. Similarly, the Ministry will encourage the board to continue to work with St. Alexander students and families to ensure that the plan for the relocation of students is fully understood by all participants and is supportive of student achievement.

Sincerely,



Gabriel F. Sékaly
Assistant Deputy Minister
Business and Finance Division

- c: Paul Picard, Director of Education, Windsor-Essex Catholic DSB
Nancy Whynot, Director, Capital Programs Branch, Ministry of Education
Gerry Treble, London Regional Office, Ministry of Education
Jaimie Burke, Capital Programs Branch, Ministry of Education



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**Supervised Special
Meeting Date:
September 19, 2012**

BOARD REPORT

Public **In-Camera**
PRESENTED FOR: Information Approval
PRESENTED BY: Senior Administration
SUBMITTED BY: Paul A. Picard, Director of Education
 Mario latonna, Executive Superintendent of Business
SUBJECT: **TENDER APPROVAL – W.J. LANGLOIS CATHOLIC
 ELEMENTARY SCHOOL, WINDOWS AND DOORS
 REPLACEMENT.**

RECOMMENDATION:

That the Board approve the award of tender and the issuance of a purchase order contract for the Windows and Doors Replacement at W.J. Langlois Catholic Elementary School to Bay-View Glass & Mirror Ltd. at the submitted bid amount of \$208,329.00 plus applicable taxes to be funded from the 2011-12 School Condition Improvement Program in account 113-71-580822-6-000 and 108-71-580822-6-000.

SYNOPSIS:

At its meeting of October 11, 2011, the Board approved proceeding with the replacement of all windows and exterior doors at W.J. Langlois Catholic Elementary School.

This report is submitted to the Board with the results of the tender and a recommendation for the issuance of a purchase order contract.

BACKGROUND COMMENTS:

A tender opening was held at the Catholic Education Centre on July 25, 2012 with Paulette Littlejohns, Shannon Ficon, Gerry Racine, Debbie Maurice, John Bortolotti (Sfera Architects) and representatives from two (2) bidding companies in attendance. No other individuals attended the opening.

A total of four (4) bids were received. These bids are summarized as follows:

NO.	TENDERER	BID AMOUNT (excl. taxes)
1.	Bay-View Glass & Mirror Ltd. 1455 Matthew Brady Blvd Windsor, ON N8S 3K5	\$215,820.00 (original) \$208,329.00 (revised)
2.	Guardian Glass Ltd. 276 Lauzon Road Windsor, ON N8S 3L6	\$230,334.00
3.	Gryphon Glass 1144 Laurendeau Ave Windsor, ON N8Y 4B4	\$253,808.50
4.	D&M Glass & Mirror Ltd. 357 Croft Dr Lakeshore, ON N8N 2L9	\$316,685.00

The bid submissions were reviewed and were found to be in order. With the consent of the low bidder after the tender closed, the scope of the project was amended to lower the cost. The low bidder meeting specifications is Bay-View Glass & Mirror Ltd. with a bid amount of \$208,329.00 excluding taxes.

FINANCIAL IMPACT:

The project was originally approved by the Board on October 11, 2011 to be funded from the 2011-12 School Condition Improvement Budget at an estimated cost of \$180,000. The additional \$28,329 is to be funded by other previously approved projects that have either been removed or completed under budget in the 2011-12 School Condition Improvement Budget. The total cost of the project will be funded from the 2011-12 School Condition Improvement Program in account 113-71-580822-6-000 and 108-71-580822-6-000.

TIMELINES:

As stated on the form of tender, Bay-View Glass & Mirror Ltd. agrees to complete the work in 6-8 weeks from the commencement date.

APPENDICES:

N/A

REPORT REVIEWED BY:

<input type="checkbox"/>	EXECUTIVE COUNCIL:	Review Date:	--
<input checked="" type="checkbox"/>	EXECUTIVE SUPERINTENDENT:	Approval Date:	August 22, 2012
<input checked="" type="checkbox"/>	DIRECTOR OF EDUCATION:	Approval Date:	August 22, 2012