



**WINDSOR-ESSEX CATHOLIC
DISTRICT SCHOOL BOARD**

"Learning together in faith and service"

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

**REGULAR BOARD MEETING
Tuesday, September 26, 2017 at 7:00 p.m.
Windsor Essex Catholic Education Centre
John Paul II Board Room**

MINUTES

PRESENT

Trustees: F. Alexander B. Holland, Chair
F. Costante F. Valentinis
M. DiMenna, *Vice-Chair*
F. DiTomasso

G. Santin, Student Trustee
C. Sloan, Student Trustee
Rev. L. Brunet, Board Chaplain

Regrets: Trustee Mastromattei, Trustee Soulliere and Trustee Tope

Administration: P. Picard (Resource) S. Fields M. Seguin
T. Lyons M. Farrand J. Ulicny
E. Byrne J. Ibrahim
D. Fister G. McKenzie
P. King

Recorder: B. Marshall

1. Call To Order – Chair Holland called the meeting to order at 7:11 pm.
2. Opening Prayer – Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance - Trustee Mastromattei and Trustee Soulliere sent their regrets due to their vacations. Trustee Tope is absent due to an unexpected circumstance.
4. Approval of Agenda – No amendments this evening.

**Moved by Trustee DiMenna and seconded by Trustee Valentinis that the
September 26, 2017 Regular Board meeting agenda be approved as distributed.**

Carried

5. Disclosure of Interest - Pursuant to the Municipal Conflict of Interest Act.: *None*
6. Presentations:
 - a) Appreciation to Frank Cremasco, Donation of Automated External Defibrillator (AED) Units

Administration and Trustees publicly thanked Frank Cremasco for his generous donation of ten (10) AED Units to be installed in the Catholic Education Centre and the Board's secondary schools.

7. Delegations: *None*

8. Action Items:

- a. Previous Meeting Minutes

- i) Minutes of the Special Committee of the Whole Board Meeting of June 26, 2017

Moved by Trustee DiMenna and seconded by Trustee Valentinis that the Special Minutes of the Committee of the Whole Board In-Camera meeting of June 26, 2017 be adopted as distributed. Carried

- ii) Minutes of the Special Committee of the Whole Board Meeting of September 7, 2017

Moved by Trustee DiTommaso and seconded by Trustee Costante that the Special Minutes of the Committee of the Whole Board In-Camera meeting of September 7, 2017 be adopted as distributed. Carried

- iii) Minutes of the Regular Board Meeting of June 26, 2017

Moved by Trustee DiMenna and seconded by Trustee Valentinis that the Minutes of the Regular Board meeting of June 26, 2017 be adopted as distributed. Carried

- iv) Minutes of the Emergency Regular Board Meeting of September 12, 2017

Moved by Trustee DiTommaso and seconded by Trustee Costante that the Minutes of the Emergency Regular Board meeting of September 12, 2017 be adopted as distributed. Carried

- b. Items from the Committee of the Whole Board In-Camera meeting of September 12, 2017 and Special Committee of the Whole Board In-Camera meeting of September 26, 2017

Vice Chair DiMenna reported that the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board in-camera meeting on September 12, 2017 pursuant to the Education Act - Section 207, to consider specific personnel, pupil, real property matters, 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 Special Committee of the Whole Board meeting on September 26, 2017 pursuant to the Education Act - Section 207, to consider specific 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.

Moved by Trustee DiMenna and seconded by Trustee Alexander that the recommendations and directions of the Committee of the Whole Board in-camera meeting on September 12, 2017 and the Special Committee of the Whole Board in-camera meeting on September 26, 2017 be approved. Carried

Vice Chair DiMenna made the following announcements:

From the September 12, 2017 and September 26, 2017 Committee of the Whole Board in-camera meetings:

- The Board accepted the terms and conditions of the Personal Services Contract between the Windsor-Essex Catholic District School Board and Terry Lyons, Incoming Director of Education;
- The Board approved to divest itself of its interest in the Essex Civic Centre;
- That administration informs the Greater Essex County District School Board that the Board has no interest in acquiring its surplus property and building located at 12433 Dillon Drive, Tecumseh, Ontario; and
- The Board approved the 2017 Internal Audit Plan, and approved the 2017-2018 Internal Audits as recommended by the Audit Committee.

9. Communications:

a. External (Associations, OCSTA, Ministry): *None*

b. Internal (Reports from Administration):

i) Report: Focus on Youth Summer Program - 2017

Moved by Trustee DiTomasso and seconded by Trustee Valentinis that the 2017 Focus on Youth Summer Program report be received as information. Carried

ii) Report: 2016-2017 Assessments of Reading, Writing and Mathematics, Primary Division (Grades 1-3) and Junior Division (Grades 4-6), Grade 9 Assessment of Mathematics and Ontario Secondary School Literacy Test (OSSLT)

The Board exceeded the province in all nine areas: Primary Reading, Writing and Mathematics; Junior Reading, Writing and Mathematics; Grade 9 Mathematics, Applied and Academic; and Grade 10 OSSLT. Most impressive was a 17% increase in Grade 9 Applied Math.

The Board is currently ranked as one of the top three boards in the province in seven of the nine categories.

Trustees thanked all staff for these remarkable results and continued efforts in student achievement.

Moved by Trustee DiMenna and seconded by Trustee DiTomasso that the Board receive the 2016-2017 EQAO Assessments of Reading, Writing and Mathematics, Primary Division (Grades 1-3) and Junior Division (Grades 4-6), the Grade 9 Assessment of Mathematics and the Ontario Secondary School Literacy Test (OSSLT) report as information. Carried

- iii) Verbal Report: Preliminary Enrolment/Staffing School Organization Information for Elementary and Secondary Schools September 2017

Associate Director Lyons provided Trustees with preliminary enrolment and staffing numbers. Enrolment numbers in both elementary and secondary are higher than projected resulting in no teacher layoffs in either the elementary or secondary panels.

As a result of increased enrolment, the board was in a position to hire permanent elementary and secondary teachers, additional occasional teachers as well as Educational Assistants and Early Childhood Educators.

Associate Director Lyons also reported a significant increase in our international education students both full-time and short term.

- iv) Report: 2016-2017 Third Interim Financial Variance Report

Moved by Trustee Alexander and seconded by Trustee Valentinis that the 2016-17 Third Interim Financial Variance Report be received as information. Carried

- v) Report: Trustee Attendance – January to July 2017

Moved by Trustee DiMenna and seconded by Trustee DiTomasso that the Board receive the report Trustee Attendance – January to July 2017 as information. Carried

10. Committee Reports:

- a. Report: Audit Committee Meeting of April 26, 2017

Moved by Trustee DiMenna and seconded by Trustee Costante that the Board receive the Minutes of the April 26, 2017 Audit Committee meeting as information. Carried

11. Unfinished Business: *None*

12. New Business:

- a. Report: Amended Draft Policy B: 04 Keys to Schools/Buildings, *final approval*

Moved by Trustee DiMenna and seconded by Trustee DiTomasso that the Board provide final approval of amended Draft Policy B:04 Keys to Schools/Buildings; and

That the Board receive the Administrative Procedure B:04 Schools/Buildings Key Control for information. *Carried*

- b. Report: Amended Draft Policy A:21 Child Care, *approval in principle*

Moved by Trustee Costante and seconded by Trustee Valentinis that the Board, approve in principle, the Draft Amended Policy A: 21 Child Care. *Carried*

- c. Report: Annual Honoraria Review

Moved by Trustee DiMenna and seconded by Trustee Valentinis that approval be given to establish honoraria for Board Members for the period from December 1, 2017 to November 30, 2018 in the amounts of \$9,801.53 for Trustees, \$12,803.16 for Vice-Chair and \$15,804.78 for Chair; and

That the Board approve maintaining the annual honorarium for the Board Chaplain at the current level of \$3,500. *Carried*

13. Notice of Motion: *None*

14. Remarks and Announcements:

- a. Chairperson of the Board

- After receiving Associate Director Lyons report on Enrolment and Staffing, Chair Holland thanked parents for entrusting their children in the board's care and for believing in our programs and initiatives. Their faith in educating their children through the Catholic system is very much appreciated. Chair Holland also thanked staff and the senior administration team, especially in student achievement, for the success of knowing every student.
- Please join us in celebrating our distinguished Director's retirement on October 19th at Central Park Athletics between 3 and 7 pm.
- This year's Bishop's Dinner will be held on October 26th. Chair Holland and her husband Jim will serve as Honourary Co-Chairs for this year's event. The evening's theme will celebrate Catholic Education at the Windsor-Essex Catholic District School Board.
- Since we will not meet again until after Thanksgiving, Chair Holland wished everyone a Happy Thanksgiving and a day filled with blessings and joy.

- b. Director of Education

Catholic Faith Formation: On September 22nd, all employees throughout the system celebrated a Liturgy of the Word. This was a wonderful opportunity for our staff to gather and embrace our faith.

Employee Development And Student Achievement Initiatives:

A number of workshops and sessions for September: International Language and International Education Orientation Days; Principal Mentoring; Religion Grade 2 in-

service; Principal's meeting September 27; Renewed Math Strategy session for grades 7 and 8 teachers; 22 students, 2 teachers and a chaperone from Thailand are arriving October 8th to begin school on October 10th. A welcome Party is scheduled for the students during that week.

Miscellaneous: Wished everyone a happy and relaxing Thanksgiving.

- c. Board Chaplain Brunet commented on the Board's Together in Faith Day and congratulated Vice Chair DiMenna and Director Picard on their inspiring speeches. Fr. Brunet also mentioned the WECDSB is the only board within the London Diocese that hosts a Faith Day where the Bishop is invited to celebrate the Liturgy of the Word with the entire staff.

15. Remarks/Questions by Trustees

Student Trustee Sloan commented on the first Student Senate meeting at St. Thomas of Villanova Catholic High School. All schools were in attendance. Grade 9 days, Terry Fox runs, and Orientation days were successful at our high schools.

Student Trustee Santin mentioned school spirit at Assumption College; Catholic Central is currently promoting the Arts program; and F.J. Brennan launched an environmental campaign.

16. Pending Items: *None*

17. Future Regular Board Meetings: *Unless stated otherwise, all meetings will be held on the fourth Tuesday of the month at the Windsor Essex Catholic Education Centre - 1325 California Avenue, Windsor beginning at 7:00 p.m.*

- Tuesday, October 24, 2017
- Tuesday, November 28, 2017
- Tuesday, December 5, 2017 – (Trustee Organizational Meeting 7:45 pm start)
- Tuesday, December 12, 2017
- Tuesday, January 30, 2018
- Tuesday, February 27, 2018
- Tuesday, March 27, 2018
- Tuesday, April 24, 2017
- Tuesday, May 22, 2018
- Tuesday, June 12, 2018
- **Monday**, June 25, 2018

Committee of the Whole Board In-Camera Meetings will be held on the second Tuesday of the month at 6:00 pm (closed sessions).

18. Adjourn to In-Camera meeting, if required: *Not Required.*

19. Closing Prayer – Fr. Brunet closed the meeting with a prayer.

20. Adjournment – There being no further business, the Regular Board meeting of September 26, 2017 adjourned at 8:04 p.m.

Original signed by B. Holland and P. Picard

Barbara Holland
Chairperson of the Board

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