



**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, December 13, 2016 at 7:00 p.m.
Windsor Essex Catholic Education Centre
John Paul II Board Room**

MINUTES

PRESENT

Trustees: F. Alexander B. Mastromattei
F. Costante L. Soulliere
M. DiMenna, *Vice-Chair* S. Tope
F. DiTomasso F. Valentinis
B. Holland, *Chair*

S. Binjamin, Student Trustee
Rev. L. Brunet, Board Chaplain

Regrets: Student Trustee Zovko

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

Recorder: B. Marshall

1. Call To Order – Chair Holland called the meeting to order at 7:20 pm.
2. Opening Prayer – Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance – All Trustees are present. Student Trustee Zovko absent due to illness.
4. Approval of Agenda
AMENDMENT:
Item 9b(i) Board Resolutions to Present to the Ontario Catholic School Trustees' Association Annual General Meeting Committee; specifically Honouring the Truth, Reconciling the Future resolution.
After further consultation with Melissa Cavallin, the Board's Aboriginal Education

Consultant and Brian O'Sullivan OCSTA Director of Education, an enhanced recommendation to further support the Catholic curriculum was developed. The revised resolution is at Trustees' places.

Moved by Trustee Soulliere and seconded by Trustee Mastromattei that the December 13, 2016 Regular Board meeting agenda be approved as amended. Carried

5. Disclosure of Interest - Pursuant to the Municipal Conflict of Interest Act.:

At the October 25, 2016 Regular Board meeting, the Board approved the letting of a contract to the successful bidder to construct the new St. Bernard Catholic Elementary School. Subsequent to the meeting, Chair Holland realized she should have declared a conflict of interest. This evening is the first public meeting Chair Holland has attended since October 25th.

Even though, as defined in the Municipal Conflict of Interest Act, there is no financial interest for Chair Holland, direct or indirect, nor direct or indirect financial interest in the bidding company, for community perception and for her comfort, Chair Holland declared a conflict of interest on item 12a) Tender Approval - New Catholic Elementary School presented at the October 25, 2016 Regular Board meeting as one of the unsuccessful bidders is a client.

6. Presentation:
Faith Formation..... A Year Ahead

Superintendent Mike Seguin and Religion Consultant Betty Brush presented the K to Grade 6 Growing in Faith, Growing in Christ documents; Grade 9 to 12 Religious Education Curriculum document; Introduction to Christian Meditation; and mentioned the Social Justice Forum is scheduled for February 23, 2017 at the University of Windsor.

7. Delegations: *None*

8. Action Items:

a. Previous Meeting Minutes

- i) Minutes of the Committee of the Whole Board In-Camera Meeting of November 8, 2016

Moved by Trustee DiMenna and seconded by Trustee Soulliere that the Minutes of the Committee of the Whole Board In-Camera meeting of November 8, 2016 be adopted as distributed. Carried

- ii) Minutes of the Special Committee of the Whole Board In-Camera Meeting of November 22, 2016

Moved by Trustee Valentinis and seconded by Trustee DiTomasso that the Minutes of the Special Committee of the Whole Board In-Camera meeting of November 22, 2016 be adopted as amended. Carried

iii) Minutes of the Regular Board Meeting of November 22, 2016

Moved by Trustee Mastromattei and seconded by Trustee Alexander that the Minutes of the Regular Board meeting of November 22, 2016 be adopted as distributed. Carried

iv) Minutes of the Organizational Meeting of the Board of December 6, 2016

Moved by Trustee DiMenna and seconded by Trustee DiTomasso that the Minutes of the Trustee Organizational meeting of December 6, 2016 be adopted as distributed. Carried

- b. Items from the re-convened Special Committee of the Whole Board In-Camera meeting November 22, 2016 meeting and Special Committee of the Whole Board In-Camera meeting of December 13, 2016.

Vice Chair DiMenna reported that the Windsor-Essex Catholic District School Board re-convened a Special Committee of the Whole Board in-camera meeting on November 22, 2016 pursuant to the Education Act - Section 207, to consider real property matters, labour relations matters, potential litigation 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 Special Committee of the Whole Board meeting on December 13, 2016 pursuant to the Education Act - Section 207, to consider labour matters, 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.

Trustee DiTomasso declared a conflict of interest during the November 22, 2016 in-Camera Session and excused himself from the relevant discussion item.

Moved by Trustee DiMenna and seconded by Trustee Soulliere that the recommendations and directions of the re-convened Special Committee of the Whole Board in-camera meeting of November 22, 2016 and the Special Committee of the Whole Board in-camera meeting of December 13th, 2016 be approved. Carried

Vice Chair DiMenna made the following announcements:

From the re-convened November 22, 2016 special in-camera meeting:

- Approval granted to enter into a Memorandum of Understanding, satisfactory in form to Board legal counsel, to further develop and enhance student achievement; and
- Deferred a Lease Agreement of the former St. Anne High School.

From the December 13, 2016 special in-camera meeting:

- Approved in principle to lease the former St. Anne High School to Idea Factory

Windsor-Essex (IFWE).

9. Communications:

a. External (Associations, OCSTA, Ministry)

- i) Report: Board Resolutions to Present to the Ontario Catholic School Trustees' Association Annual General Meeting Committee

In consultation with OCSTA, the Honouring the Truth, Reconciling the Future resolution was revised to further enhance a Catholic perspective.

Moved by Trustee Valentinis and seconded by Trustee Tope that the Board approve the enclosed resolutions presented by the Trustee Ad Hoc OCSTA Resolution Committee; and

That the Board grant approval to submit the resolutions to be considered and voted, on at the OCSTA Annual General Meeting in April 2017. Carried

b. Internal (Reports from Administration):

- i) Verbal Report: Capital Projects Update

Gary McKenzie, Senior Manager of Facilities Services provided an update of the construction projects at St. Louis, Stella Maris and St. James Catholic Elementary schools; the new Elementary school at the current St. Bernard site; Assumption Middle School; and Cardinal Carter Catholic High School.

10. Committee Reports: *None*

11. Unfinished Business: *None*

12. New Business:

- a. Report: New Policy: A:34 Flag Protocol, *approval in principle*

Colleen Norris, Senior Manager of Policy Development provided background information on the new Flag Protocol policy. Ms. Norris indicated community input has recently been received regarding the policy and procedure. The Flag Protocol policy sub-committee will review the community comments and report back to the Board at the final approval stage scheduled for January 31st.

Moved by Trustee Alexander and seconded by Trustee Mastsromattei that the Board approve in principle New Draft Policy A: 34 Flag Protocol. Carried

- b. Report: 2017 Temporary Borrowing Resolution – Annual Expenditures

**WINDSOR-ESSEX CATHOLIC DISTRICT SCHOOL BOARD
2017 TEMPORARY BORROWING RESOLUTION – ANNUAL
EXPENDITURES**

RESOLUTION duly passed by the Windsor-Essex Catholic District School Board at the meeting duly called on the 13th day of December 2016.

ON MOTION it was resolved as follows:

WHEREAS the Windsor-Essex Catholic District School Board (the "Board") considers it necessary to borrow the amount of up to \$79,984,146 to meet, until current revenues are collected, the current and capital expenditures of the Board for 2017.

AND WHEREAS the total amount borrowed pursuant to this Resolution together with the total of any similar borrowing is not to exceed the uncollected balance of estimated revenues of the Board.

THEREFORE, BE IT RESOLVED THAT:

1. The Chairperson, Vice-Chairperson, Secretary, or Board Business Administrator(s) are hereby authorized on behalf of the Board to borrow from time-to-time by way of Promissory Note a sum or sums not exceeding the aggregate \$79,984,146 to meet the current and capital expenditures of the Board until the current revenues have been received and to give on behalf of the Board a Promissory note or notes under the corporate seal of the Board signed by the Chairperson or Vice-Chairperson of the Board and the Secretary, or Board Business Administrator(s) for the monies borrowed hereunder;

Provided, however, that the interest and any other charges connected therewith do not exceed the interest that would be payable at the prime lending rate on the date of borrowing of banks listed in Schedule 1 to the Bank Act minus 0.25% per annum.

2. The Board Business Administrator is hereby authorized and directed to apply in payment of all sums borrowed as aforesaid, together with interest thereon, all monies comprising the current revenues of the Board hereafter received.
3. The Board Business Administrator is hereby authorized and directed to deliver to the bank from time-to-time upon request a statement showing the total amount of unpaid previous borrowings of the Board for current and capital expenditures together with debt charges, if any, and also the uncollected balance of the estimated revenues for the current year or, where the estimates have not been adopted, the estimated revenues of the previous year less any current revenues already collected.

WE HEREBY CERTIFY that the foregoing is a true and complete copy of a Resolution passed at a meeting of the Board duly called and held as aforesaid, which resolution remains in full force and effect unamended on the date hereof.

AS WITNESS, the Corporate Seal of this Board this 13th day of December 2016.

Moved by Trustee Tope and seconded by Trustee Soulliere that the Board

approve the 2017 Temporary Borrowing Resolution – Annual Expenditures (deemed to be read three times) authorizing the Board to borrow up to \$79,984,146 to meet, until current revenues are collected, the current and capital expenditures of the Board for 2017. Carried

c. Report: 2017 Temporary Borrowing Resolution – Permanent Expenditures

**WINDSOR-ESSEX CATHOLIC DISTRICT SCHOOL BOARD 2017
TEMPORARY BORROWING RESOLUTION – PERMANENT
IMPROVEMENTS**

RESOLUTION duly passed by the Windsor-Essex Catholic District School Board at the meeting duly called on the 13th day of December 2016.

ON MOTION it was resolved as follows:

WHEREAS the Windsor-Essex Catholic District School Board (the “Board”) is permitted to borrow money pursuant to the provisions of Section 247 of the Education Act (the “Act”) for the raising of funds to finance certain permanent improvements as more particularly described in this Resolution.

AND WHEREAS:

- A. The Board has authorized the permanent improvements in the amount of \$61,734,146;
- B. The Board wishes to apply to the Canadian Imperial Bank of Commerce (“CIBC”) for a capital loan for the purpose of financing the permanent improvements;
- C. The total cost of the permanent improvements is within the Board’s Debt and Financial Obligation Limit as established by the Ministry of Education.

THEREFORE, BE IT RESOLVED THAT:

- 1. The Chairperson, Vice-Chairperson, Secretary or Board Business Administrator(s) are hereby authorized on behalf of the Board to borrow \$61,734,146 for permanent improvements in accordance with the Act, plus interest at a rate to be agreed upon from time to time with CIBC.
- 2. The Chairperson, Vice-Chairperson, Secretary or Board Business Administrator(s) are hereby authorized for and on behalf of the Board to execute and deliver all such other documents and to do such other acts and things as may be necessary to give full effect to the Resolution.

WE HEREBY CERTIFY that the foregoing is a true and complete copy of a Resolution passed at a meeting of the Board duly called and held as aforesaid, which Resolution remain in full force and effect unamended on the date hereof.

AS WITNESS, the Corporate Seal of this Board this 13th day of December 2016.

Moved by Trustee Tope and seconded by Trustee DiTomasso that the Board approve the 2017 Temporary Borrowing Resolution – Permanent Improvements (deemed to be read three times) authorizing the Board to borrow up to \$61,734,146 to bridge finance the permanent improvements as detailed of the Board for 2017. Carried

13. Notice of Motion: *None*

14. Remarks and Announcements:

a. Chairperson of the Board Holland mentioned the Catholic School Council Commissioning ceremony has been rescheduled to February 2nd; Trustees will be attending the OCSTA Professional Development Session in January; Thanked Trustees and administration for the support received during the time her father was ill and his passing.

Chair Holland wished everyone a Merry Christmas.

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

Catholic Faith Formation: As you heard from tonight's Faith Formation presentation, a number of initiatives occurring within our system. Catholic Education Centre employees will be celebrating Christmas mass December 21st at 11:00 am in the Assumption Chapel. Trustees are welcome to attend.

Employee Development and Student Achievement Initiatives: Workshops for January: Middle Years IB Program; Behavioural Management Training for LSST and EAs; Kindergarten, SK and Grade 1 PD; and Elementary Grade 3 Teacher Robotics Super Fun Initiative.

Miscellaneous: Grade 8 Open Houses at Holy Names, St. Anne and Catholic Central High Schools are scheduled for this and next week. Please refer to the Board's website for more information.

Director Picard wished everyone a Holy and happy Christmas and all the best in the New Year.

c. Board Chaplain Brunet wished the Board a peaceful holiday and encouraged all to spend quality time with family.

15. Remarks/Questions by Trustees

Trustee Alexander wished everyone a blessed and restful Christmas and Happy New Year.

Trustee Tope acknowledged the innovative work of Mr. Villella and Mr. Garneau at St. Pius Catholic Elementary school for receiving the Teacher Learning and Leadership Program grant in the amount of \$41,350. Mr. Villella and Mr. Garneau intend to purchase new technology to engage students in comprehensive mathematical activities and provide digital tutorials. Parent engagement evenings and professional development opportunities

for staff have also been planned.
Trustee Tope brought season's greetings to everyone.

Trustee Mastromattei commented when reflecting on this past year it has been phenomenal and wished everyone all the best during the holiday season.

Trustee Valentinis extended best wishes for a restful and joyous Christmas. Trustee Valentinis commented on the contributions from the Board, administration and staff when addressing this year's challenges.

Trustee Soulliere once again enjoyed the Cardinal Carter Catholic High School Danceology performance. This year the Cardinal Carter Middle School students participated which brought a new dynamic to the performance. Trustee Soulliere thanked the committed staff, students and surrounding community.

Trustee DiTomasso wished everyone Merry Christmas and Happy New Year.

Trustee DiMenna also commented on the Cardinal Carter Danceology performance and thanked the staff, students and parents for their continuous commitment to this annual performance. In the Spring, the production of Foot Loose is scheduled and she encouraged Trustees to attend. Trustee DiMenna wished everyone a Merry Christmas and safe and happy holiday.

Student Trustee Binjamin commented on the plans for Student Faith Day and wished everyone a Merry Christmas and Happy New Year.

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, January 31, 2017
- Tuesday, February 28, 2017
- Tuesday, March 28, 2017
- Tuesday, April 25, 2017
- Tuesday, May 23, 2017
- Tuesday, June 13, 2017
- **Monday**, June 26, 2017

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: The Board re-convened to In-Camera Special Committee of the Whole Board meeting following adjournment.

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

20. Adjournment - There being no further business, the Regular Board meeting of December 13, 2016 adjourned at 8:17 p.m. and re-convened into Special Committee of the Whole Board in-camera meeting.

Original signed by B. Holland and P. Picard

Barbara Holland
Chairperson of the Board

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