

HALTON CATHOLIC DISTRICT SCHOOL BOARD

Regular Meeting of the Board

Tuesday, March 25, 2008 – 8:00 p.m.
Board Room, 802 Drury Lane,
Burlington, ON

Members present: A.A. LeMay, Chair J. Matters, Vice Chair
 A. Danko R. Palmieri
 P. Houlahan B. Van de Vrande
 A. Iantomasi E. Viana

Member excused: Rev. D. Wilhelm

Student Trustees: K. Medeiros T. Lobo
 E. Gamble

Staff present: L.G. Piovesan (Director)
 L. Clifford F. Mazzetti
 G. Corbacio J. O'Hara
 J. Langill J. Rowles
 R. MacDonald M. Tessari
 P. McMahon C. Tobin

Also present: K. Boyd, President, OECTA Secondary
 R. Brock, President, OECTA Elementary
 R. Maggio, President, HCTO
 L. Stocco, Communications Officer

Recording Secretary: D. Ross

1. **CALL TO ORDER**

A.A. LeMay welcomed guests to the meeting.

1.1 **Opening Prayer**

The meeting opened at 8:05 p.m. with a prayer led by D. Pullano, Chaplain at Bishop Reding Catholic Secondary School. Trustees were asked to remember in their prayers: Mary Alice Kane, mother of Nora Fedchenko, SERT at St. Brigid Catholic Elementary School, Georgetown who died on Monday, March 17, 2008; Margaret MacIsaac, mother of Angie Barden, grade 7 teacher at Our Lady of Peace School, Oakville who died on Friday, March 14, 2008; and Vincenzina Pontrelli, wife of Nick Pontrelli, Custodian at Assumption Secondary School, Burlington, and sister-in-law of Mike Pontrelli, Custodian at Mother Teresa School, Oakville, who died on Wednesday, March 5, 2008; and Margaret MacIsaac, mother Angie Barden, grade 7 teacher at Our Lady of Peace School, Oakville, died on Friday, March 14, 2008.

1.2 **Motions Adopted in Camera**

There were no motions read in the public session.

2. **APPROVAL OF AGENDA**

The following item was added to the agenda:
Item 11.4 - Letter from the City of Burlington

# 77/08	<i>Moved by: J. Matters</i>
	<i>Seconded by: E. Viana</i>
RESOLVED, that the agenda be approved as amended.	CARRIED

3. **DECLARATION OF CONFLICT OF INTEREST**
There were no declarations of conflict of interest.

4. **PRESENTATIONS**
There were no presentations.

5. **DELEGATIONS**
There were no delegations.

6. **APPROVAL OF MINUTES**
6.1 **Regular Board Meeting – March 4, 2008**

# 78/08	Moved by: E. Viana Seconded by: P. Houlahan
RESOLVED , that the minutes of the March 4, 2008 Regular Board Meeting be approved as presented. CARRIED	

7. **BUSINESS ARISING FROM PREVIOUS MEETINGS**
7.1 **Summary of Outstanding Items from Previous Meetings**

# 79/08	Moved by: B. Van de Vrande Seconded by: A. Iantomasi
RESOLVED , that the summary of outstanding items from previous meetings be received as information.	

When asked if the Range of Placement Report scheduled for May would allow sufficient time to incorporate the required changes to the budget, G. Mahoney responded that staff is proceeding under the assumption that the report will be approved by the Board and the program will be ready for implementation by September. The intent of the draft proposal which has been submitted to SEAC and to the Director is in the form which will allow it to be accepted as a new initiative and should come through the budget process. The Director confirmed that submission of the report is pending the Ministry's announcement regarding funding and could be brought to the Board as early as the April 15th or May 4th Board meeting.

The Chair called for a vote and the motion **CARRIED**.

8. **ACTION ITEMS**
8.1 **Notice of Motion – Hiring Policy**
A. Danko presented the following motion.

#80/08	Moved by: A. Danko Seconded by: B. Van de Vrande
Whereas , Halton Catholic District School Board Policy III-12, Promotion, requires the Director of Education to establish administrative procedures to implement Policy III-12; and	
Whereas , Procedure VI-28 Selection and Appointment of Principals and Vice Principals is in need of revision by the Director to reflect the passing of Board Resolution #77/05; and	
Whereas , the existing Administrative Procedure VI-28, Selection and Appointment of Principals and Vice Principals currently requires the Director of Education to submit recommended candidates for appointment to the Board for consideration prior to their appointment as an action item at in-camera board sessions;	

Therefore, be it resolved that Board resolution #53/05 be rescinded, which states: “RESOLVED, that the Halton Catholic District School Board authorize, through its governance model, the Director of Education to undertake, subject to Board policy and relevant legislation, any of the following actions on behalf of the Board: approval of hiring; promotion; appointment; and renewal of appointment of individuals in the following designated positions and any other non listed position below the level of superintendent: teacher; program consultant; department head; vice principal, principal; coordinating or supervising principal and assistant superintendent.”

Be it further resolved that, all appointments, hirings and promotions for any position made under Board Resolution #53/05 remain in place subject to Board policy and relevant legislation.

Be it further resolved that, all recommendations made by the Director of Education with respect to future approval of hiring, promotion, appointment and renewal of appointment of individuals in the following designated positions: superintendent, vice principal, principal, coordinating or supervising principal and assistant superintendent or other supervisory officers be submitted to the Board for consideration prior to their appointment as an action item at in-camera board sessions.

Be it further resolved that, the Director of Education revise administrative procedure VI-28 to incorporate Board Resolution #77/05 as modified (**RESOLVED,** that the Halton Catholic District School Board’s process for the hiring or promotion of staff to the position of superintendent or **other supervisory officers’** positions include the optional participation of trustees in the interview selection process and that the hiring be approved by the Board of Trustees on the basis of a recommendation submitted by the Director of Education) and other Board resolutions as may be adopted.

A. Danko provided a rationale for the motion and explained that it was merely to reinstate the process which was in place prior to March 2005 and allow trustees to provide input on the list of recommended appointees for leadership positions at the Board. The proposed motion does not change the policy but will assist the Director in developing and updating guidelines for that process. The motion affects procedure VI-28 while respecting Board policy III-12.

E. Viana requested a recorded vote.

The Chair passed the gavel to J. Matters in order to speak to the issue. She briefly explained why the Board adopted the motion in March 2005 and expressed concern with trustees’ involvement in hiring below the level of Superintendents/Assistant Superintendents. In her opinion, the decision should be left to those who supervise them and work with them on a daily basis. She further commented that, in her opinion, trustees are not qualified to determine if a person meets all the qualifications of a principal or vice principal. A.A. LeMay questioned on what grounds trustees would not accept staff’s recommendation to hire, appoint or renew the appointment of a candidate. E. Viana echoed similar concerns.

In response, A. Danko assured the Board that the resolution does not modify any policies but sets minimum guidelines for the procedure which will be formulated by the Director. He clarified that the motion does not involve trustees in the interview process for any staff members below the level of superintendent or equivalent positions. The motion requires that the Director brings forth the list of candidates to the In-Camera Board session as an action item prior to formalizing their appointment.

P. Houlahan and R. Pamieri spoke in favour of the motion on the basis that the leadership of a school is imperative in setting the tone of their respective school community and as leaders of the Board, trustees would welcome the opportunity to discuss the leadership role of a school. P. Houlahan noted that the resolution is not stating anymore than what the Board used to operate under in 2005 where trustees had the opportunity to ask questions prior to an appointment.

J. Matters presented an amendment to a portion of the motion in order to make it consistent with resolution #53/05:

#82/07	Moved by: J. Matters Seconded by: R. Palmieri
<p><i>Be it further resolved that, all recommendations made by the Director of Education with respect to future approval of hiring, promotion, appointment and renewal of appointment of individuals in the following designated positions: superintendent, vice principal, principal, coordinating or supervising principal and assistant superintendent or other supervisory officers, Program Consultants, Department Heads and Chaplaincy be submitted to the Board for consideration prior to their appointment as an action item at in-camera board sessions.</i></p>	

J. O'Hara asked trustees to consider some of the collective agreements restrictions with respect with Acting Vice Principals and Acting Principals. In response, A. Danko indicated that the Director would need to consider the scenario described by J. O'Hara when formulating guidelines for the Operating Administrative Procedure. L. Piovesan commented that the motion does not restrict bringing back a retired principal or vice principal. He however described some of the problematic situations that could arise with respect to Department Heads. On that basis, J. Matters agreed to remove the positions of "Department Heads" from the amendment. The seconder agreed. The amendment was revised accordingly.

#82/07	Moved by: J. Matters Seconded by: R. Palmieri
<p><i>Be it further resolved that, all recommendations made by the Director of Education with respect to future approval of hiring, promotion, appointment and renewal of appointment of individuals in the following designated positions: superintendent, vice principal, principal, coordinating or supervising principal and assistant superintendent or other supervisory officers, Program Consultants and Chaplaincy be submitted to the Board for consideration prior to their appointment as an action item at in-camera board sessions.</i></p>	

J. Matters clarified that Program Consultants included Curriculum, Special Education as well as Religion and Family Life Consultants.

The Chair called for a vote on the amended motion.

In Favour	Against	Abstained
Houlahan, Pauline	Iantomasi, Arlene	Gamble, Erin
Matters, Joanne	Viana, Ed	Lobo, Teanna
Palmieri, Rosanna	Danko, Anthony	Medeiros, Kelly
Van de Vrande, Bob	LeMay, Alice Anne	

The amended **LOST** as it was a tie vote.

The chair called for a vote on the main motion.

In Favour	Against	Abstained
Matters, Joanne	Viana, Ed	Lobo, Teanna
Palmieri, Rosanna	Iantomasi, Arlene	Medeiros, Kelly
Houlahan, Pauline	LeMay, Alice Anne	Gamble, Erin
Van de Vrande, Bob		
Danko, Anthony		

Mr. Piovesan indicated that J. Langill, Superintendent responsible for the development of procedures and policies will be assigned the task of developing guidelines. Trustees interested in participating on the Committee were asked to submit their name to the Chair.

8.2 School Year Calendar 2008-2009

In accordance with regulation #304, M. Tessari indicated that each board is required to submit a Board-approved calendar to the Ministry of Education by May 1, 2008. She confirmed that the schedule received considerable consultation and was prepared by the Board's Calendar Review Committee, which is comprised of the elementary and secondary presidents of the Ontario English Catholic Teachers' Association, representatives from the Principals' Association and representatives from Catholic School Councils. She reviewed the options that were considered and listed the designated professional activity days. She also provided a rationale for some of the changes made from the previous calendar. M. Tessari commented that the calendar aligns with the co-terminous Board in order to ensure that the integration of the transportation services are not disrupted, with the exception of one day where the Committee felt that the last day of school was not good use of a professional activity day.

#82/07	<i>Moved by: E. Viana</i> <i>Seconded by: J. Matters</i>
RESOLVED , that the Halton Catholic District School Board approve the 2008-2009 School Year Calendar as presented.	

M. Tessari was asked about the two Board designated holidays, in which she responded that there are 196 days of which 194 are assigned, leaving two board designated holidays. In the past, one of these days was used before the March break but they have now been assigned at the end of the school year so that the year-end can take place on a Friday.

The Chair called for a vote and the motion **CARRIED**.

8.3 Minor Revisions to Board Operating Policy II-19 Educational Field Trips

J. Langill spoke to the report and provided a rationale for the proposed changes, specifically in terms of trip cancellation insurance and the recommendation by OSBIE to not use 15-passenger vans.

#82/07	<i>Moved by: R. Palmieri</i> <i>Seconded by: P. Houlahan</i>
RESOLVED , that the Halton Catholic District School Board approve the minor revisions to Operating Board Policy II-19 Educational Field Trips.	

In response to a question, J. Langill acknowledged that the trip cancellation insurance will have an impact on the costs of international trips but listed some of the benefits to both the School Board and the parents.

The Chair called for a vote and the motion **CARRIED**.

9. STAFF REPORTS**9.1 Corpus Christi Catholic Secondary School Construction Report**

Mr. Corbacio reported that the construction is progressing well and the opening of the school is on schedule. He also indicated that the tenders for the artificial turf and the natural turf are due on April 8th, 2008. A recommendation will be brought to the Board at the April 15th Board meeting. He briefly commented on the content of the report that will be brought to the Board.

10. INFORMATION ITEMS

# 81/08	<i>Moved by: E. Viana</i> <i>Seconded by: A. Iantomasi</i>
RESOLVED , that items 10.1 to 10.6 be received as information.	CARRIED

10.1 Budget Report for September 1, 2007 to February 29, 2008**10.2 Capital Projects Report as at February 29, 2008**

10.3 Bidder Qualification for Land Appraisals**10.4 Resolutions to be Considered at the 2008 OCSTA AGM Conference****10.5 Proposal for Timetable Schedule Change at Christ the King Catholic Secondary School**

As a parent of Christ the King, R. Palmieri had a concern with the fact that she did not receive the notice on the automated school communication calling system and a concern with the fact that the meeting was set on the Thursday night before the March break holiday. She questioned the number of parents in attendance and also questioned whether or not the Board should have the option to approve the proposal. In response, Mrs. Mazzetti indicated that she would obtain the information regarding the number of attendees. L. Piovesan explained that during the consultation process, the school and student council strongly supported the proposed changes. He also noted that changes minor in nature, with no cost implications, are not brought to the Board for approval.

K. Medeiros commented that students and staff who were apprehensive about the proposed changes at Bishop Reding have been very pleased with the results. The changes have proven to be a very efficient use of the day.

Staff assured Trustee Danko that the schedule change does not impact the number of portables at the school.

10.6 Approved School Educational Trips

# 81/08	<i>Moved by: E. Viana</i>
	<i>Seconded by: A. Iantomasi</i>
RESOLVED, that items 10.1 to 10.6 be received as information.	CARRIED

10.7 Student Senate Update

E. Gamble reported that the Student Senate meeting focused on the development of the Halton Youth Leadership Symposium "Passion for Action" which will take place on May 6th. Registration packages will be sent to schools on Thursday, March 27th. An invitation was extended to trustees and members of senior staff. E. Gamble also extended her appreciation to Mrs. Mazzetti who attended the meeting in order to address questions and concerns regarding school uniform policy.

# 81/08	<i>Moved by: E. Viana</i>
	<i>Seconded by: A. Iantomasi</i>
RESOLVED, that item 10.7 be received as information.	CARRIED

11. CORRESPONDENCE**11.1 Halton Regional Policy Service****11.2 CPIC Catholic Parent Involvement Committee to the Chair of the Board**

The Chair requested input from trustees in terms of responding to the letter from CPIC. Some suggestions were made and the Chair will respond accordingly.

11.3 CPIC Catholic Parent Involvement Committee to the President of OCSTA**11.4 Letter from the City of Burlington**

# 82/08	<i>Moved by: E. Viana</i>
	<i>Seconded by:</i>
RESOLVED, that Correspondence Items 11.1 to 11.4 be received as information.	

12. OPEN QUESTION PERIOD

There was no question period.

13. **IN CAMERA**

# 82/08	<i>Moved by: E. Viana</i> <i>Seconded by: A. Iantomasi</i>
RESOLVED , that the meeting move in camera.	

The meeting moved in camera at 9:13 p.m. and reconvened at 9:30 p.m.

The following motions were adopted in-camera:

IC - #52/08	<i>Moved by:</i> <i>Seconded by:</i>
RESOLVED , that the Halton Catholic District School Board receive as information the appointments of Camillo Cipriano, Anthony Cordeiro, Jeff Crowell as Secondary Summer School Principals – 2008 and Linsey Beaudoin as Elementary Summer School Principal - 2008 and Danielle Piantoni as Elementary Summer School Vice Principal – 2008 and the hiring of Don Grant as probationary teacher effective March 18, 2008 and the retirements of Marie Dennis, Susan Mace, Elaine MacDonald, Patricia Pate and Rosaleen Wright effective June 30, 2008. CARRIED	

IC - #52/08	<i>Moved by: E. Viana</i> <i>Seconded by: J. Matters</i>
RESOLVED , that the Halton Catholic District School Board receive as information the report entitled Attendance Management Statistics (for the period September 1, 2007 to February 28, 2008) CARRIED	

14. **RESOLUTION re ABSENTEES**

The Chair reported that Father D. Wilhelm was away due to a family commitment.

#83/08	<i>Moved by: B. Van de Vrande</i> <i>Seconded by: E. Viana</i>
RESOLVED , that Father D. Wilhelm be excused. CARRIED	

A. Danko and A.A. LeMay will assist J. Langill in drafting the guidelines for the Hiring procedure.

Trustees were asked to contact the Chair if they're interested in having presentations from Curriculum Services or Facility Management Services.

The Chair confirmed that a meeting will be convened once the Strategic Planning report from the Visioning Session is finalized.

F. Mazzetti acknowledged that the process for the appointment of Student Trustees for 2008-2009 will begin in early April.

15. **ADJOURNMENT/CLOSING PRAYER**

# 84/08	<i>Moved by: E. Viana</i> <i>Seconded by: A. Iantomasi</i>
RESOLVED , that the meeting adjourn. CARRIED	

The meeting adjourned at 9:34 with a closing prayer led by A. Danko.

CERTIFIED CORRECT:

APPROVED:

.....
Secretary of the Board

.....
Chair