

**HALTON CATHOLIC DISTRICT SCHOOL BOARD**

**Regular Meeting of the Board**

Tuesday, April 1, 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  
  Rev. D. Wilhelm

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

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

Also present:         E. Collins, Executive Director, Big Brothers Big Sisters of Halton  
                              R. Maggio, President, HCTO  
                              L. Stocco, Communications Officer

Recording Secretary: D. Ross

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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 Lorenzo Campanelli, Chaplaincy Leader at St. Ignatius of Loyola Catholic Secondary School. Trustees were asked to remember in their prayers: Hector Barfitt, father of Judy Hanlin, Educational Assistant at St. Joseph School, Acton, who died on Friday, March 28, 2008; Donna Galante, wife of Gregory Galante, Occasional Teacher with the Halton Catholic District School Board and aunt of Mark Galante, Secondary Teacher at Holy Trinity Secondary School, Oakville, died on Wednesday, March 26, 2008.

1.2   **Motions Adopted in Camera**

The following motion was adopted in the in-camera session:

<p><b>IC - # 66/08</b></p> <p><i><b>RESOLVED</b>, that the Halton Catholic District School Board approve the revision from the Acting Principal status of appointment of Brendan Browne and Stephany Balogh and their respective appointment as Elementary Principal effective September 1, 2008.</i></p>	<p>Moved by:     E. Viana Seconded by:  A. Danko</p>
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2.     **APPROVAL OF AGENDA**

The following items were added to the agenda:

- 8.2     Request for a Report on the Results of 2007 EQAO Scores
- 10.2    Architect Selection Committee
- 10.3    St. Thomas Aquinas Catholic Secondary School Committee Meeting
- 10.4    Article from Joan Doyle, Kevin Campbell and Mark Siolek
- 10.5    ICE – A. Bishop Selected to Write the AQ Course
- 10.6    EQAO Information for 2007
- 11.1    Chair's Response to the CPCI Committee

P. Houlahan provided a rationale for requesting the Board's support in adding 8.2 (Request for a Report on the Results of 2007 EQAO Scores) as an Action Item. The Chair noted that unanimous support was required. A.A. LeMay called for a vote and the motion **CARRIED**.

A. Danko suggested that all Board meetings begin with Mass. A number of trustees commented on the challenges regarding the availability of priests.

<b># 85/08</b>	Moved by: <i>E. Viana</i> Seconded by: <i>A. Danko</i>
<b>RESOLVED</b> , that the agenda be approved as amended.	<b>CARRIED</b>

### 3. **DECLARATION OF CONFLICT OF INTEREST**

There were no declarations of conflict of interest.

### 4. **PRESENTATIONS**

#### 4.1 **Big Brothers Big Sisters of Halton: Elaine Collins, Executive Director**

E. Collins, Executive Director with Big Brothers Big Sisters of Halton expressed her appreciation for the opportunity to address trustees and thanked the Board for its support and participation. She briefly elaborated on the mission and mandate of the organization as well as some of the challenges in the area of funding and volunteers. E. Collins talked about some of the events organized in order to raise funds and updated trustees on the programs which they run in partnership with the Board, specifically the In-School Mentoring, the After-School Tutoring Club and the Go Girls programs. In her closing statement, E. Collins thanked the Board for the long term partnership, the financial support as well as the human resources support.

Staff, in response to questions, expanded on some of the courses available at the schools which would complement the Go Girls Program. P. Houlahan asked that the information be shared with the secondary schools. E. Collins elaborated on the training component of the various programs as well as staff's involvement in addressing issues of Catholic faith and moral values with young students in response to a question from J. Matters.

### 5. **DELEGATIONS**

There were no delegations.

### 6. **APPROVAL OF MINUTES**

#### 6.1 **Regular Board Meeting – March 25, 2008**

<b># 86/08</b>	Moved by: <i>E. Viana</i> Seconded by: <i>J. Matters</i>
<b>RESOLVED</b> , that the minutes of the March 25, 2008 Regular Board Meeting be approved as presented.	<b>CARRIED</b>

### 7. **BUSINESS ARISING FROM PREVIOUS MEETINGS**

#### 7.1 **Summary of Outstanding Items from Previous Meetings**

<b># 87/08</b>	Moved by: <i>P. Houlahan</i> Seconded by: <i>E. Viana</i>
<b>RESOLVED</b> , that the summary of outstanding items from previous meetings be received as information.	

The Chart will be amended to reflect the correct status dates for the CEC Meeting. Staff acknowledged that the chart is updated on an ongoing basis.

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

8. **ACTION ITEMS**8.1 **Milton # 4 Catholic Elementary School – Architect Appointment**

G. Corbacio addressed the report and the proposed recommendation to appoint Mekinda Snyder Partnership Inc. to provide architectural services for the new Milton # 4 Catholic Elementary School. He briefly elaborated on the scope of the project and commented on the importance of proceeding with the project as soon as possible to ensure the opening of the school in September 2009 and to address student accommodation needs in Milton.

#88/08

*Moved by: Father D. Wilhelm**Seconded by: E. Viana*

**RESOLVED**, that the Halton Catholic District School Board appoint Mekinda Snyder Partnership Inc. to provide architectural services for the new Milton # 4 Catholic Elementary School.

E. Viana requested a recorded vote. The Chair referenced the Governance of Policies and acknowledged that any decision of the Board not to comply with Board Policy would require a three-quarters (3/4) majority vote.

In Favour	Against	Abstained
Danko, A.	Van de Vrande, B	Palmieri, R.
Houlahan, P.		
Iantomasi, A.		
LeMay, A.A.		
Matters, J.		
Viana, E.		
Wilhelm, Father D.		

The students exercised their right to vote. Their vote is non-binding.

Abstained
Gamble, E.
Lobo, T.
Medeiros, K.

The motion **CARRIED**.

8.2 **Request for a Report on the Results of 2007 EQAO Scores**

R. MacDonald addressed the request from trustees to provide a report in order to assist them in responding to inquiries from parents. He explained that information related to the majority of the requested items had been delivered to trustees in September 2007 in the form of a news release which included comparisons as well as strategies that have been put in place for the 2007-2008 school year. R. MacDonald informed trustees that staff is in the process of preparing the Board's improvement plan and described the process involved in developing the plan. L. Clifford elaborated on the school effectiveness framework initiative which is linked to the school improvement plan.

#89/08

*Moved by: P. Houlahan**Seconded by: J. Matters*

**RESOLVED**, that the Director provide to the Board of Trustees, a full report and action plan on the results of the EQAO scores of 2007, not limited to but including:

- Individual school scores for all Board elementary and secondary schools
- Score comparisons for 2006/2007 and 2005/2006
- Percentage differential for 2007 results when compared with 2006 and 2005 results
- Provincial standing for 2005, 2006 and 2007
- Staff opinion and assessment of results
- Strategies implemented in 2006 and 2007 in response to EQAO results
- Action plan in response to recently published EQAO scores for secondary schools

P. Houlahan, in response to questions from staff for clarification purposes, described the information she was attempting to obtain via the resolution. Discussion which followed focused on the content of the report to the Board. B. Van de Vrande spoke to the motion and reiterated the need to identify, in a more comprehensive manner, the discrepancies. He also asked that the scope of the report be more substantive than the preceding one and that it includes specific recommendations in terms of the next steps. After further discussion and consideration, B. Van de Vrande suggested that staff provide information for one elementary and one secondary school, without identifying the school, including general comments on the scores and responses to the scores since September. J. Matters suggested that data be presented that would support the strategies that were put in place since June 2007. There was also discussion in terms of the timeframe for making the information available.

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

## 9. STAFF REPORTS

### 9.1 Request for Expressions of Interest – Architect Services: Architect Pre-Qualification Process Update

G. Corbacio updated trustees on the Architect Pre-Qualification process emanating from the Request for Expressions of Interest issued for architectural services. He explained the process that took place in narrowing down the thirty-seven (37) responses to five (5) architectural firms. G. Corbacio briefly elaborated on the role and mandate of the Architect Pre-Qualification Committee which was established to review and evaluate the Request for Expression of Interest submission and to recommend a pre-qualified group of five to eight architectural firms for trustee approval. G. Corbacio identified the five selected firms. An action report will be presented to the Board at the next Board meeting recommending Board approval of the list of five architects.

G. Corbacio suggested that the next step moving forward involved the appointment of the Architect Selection Committee for the projects and listed the proposed membership of the Committee based on past practice. He indicated that J. Matters had agreed to be the Chair of the Committee. G. Corbacio asked for a consensus to contact the five architectural firms to inform them that they would be recommended for the Pre-Qualified Architect Roster at the April 15<sup>th</sup> Board meeting.

The discussion which ensued focused on the intended role and mandate of the Architect Selection Committee. B. Van de Vrande expressed concerns with the restructuring of the responsibilities of the Architect Selection Committee. He referenced the policy and reiterated that the responsibility should be at the Board level. Trustees and members of senior staff discussed whether or not they should receive presentations at the committee level and again at the Board level. G. Corbacio explained that staff is following the intent of the policy and the final decision is a Board responsibility. The Chair quoted a section of the policy, specifically, *that “the Architect Selection Committee will finalize the “short list” recommendation, interview if necessary and recommend appointment to the Board with appropriate background information”*.

There was discussion regarding the structure of the committee and the process for the presentations. B. Van de Vrande suggested modifying the process to allow all interested trustees to be members of the Architect Selection Committee, which would negate the need for two presentations, one at the committee level and one at the Board level. All trustees, with the exception of A. Iantomasi, expressed interest in being part of the Committee. The Architect Selection Committee will meet on April 7<sup>th</sup> at 3:30 p.m.

J. Matters expressed that she felt that the Architect Pre-Selection Committee and staff had done due diligence, thorough research and extensive interviewing in pre-selecting the five architectural firms.

G. Corbacio was given consent to inform the five architectural firms that they had been selected, subject to Board approval, on Tuesday, April 15<sup>th</sup> Board meeting.

## 9.2 Proposed 2008 Facility Renewal Projects

G. Corbacio informed trustees of the proposed Facility Renewal Projects identified to date for completion in 2008 that will require funding from the Facility Renewal Reserve portion of the Board's Pupil Accommodation Allocation Reserve. A report with recommendations regarding the Proposed 2008 Facility Renewal Projects and the associated expenditure, estimated at \$5.4 million, which will be funded from the Facility Renewal Reserve portion of the Pupil Accommodation Allocation Reserve which requires Board approval and will be submitted as such on April 15<sup>th</sup> as an Action item. Formal approval from the Ministry of Education is also required. G. Corbacio indicated that additional facility renewal projects will be submitted at a future Board Meeting. These projects include the water backflow prevention valves program, upgrades to the cooling system for the Computer Server Room at 830 Drury Lane and the replacement of the Boiler and windows at 802 Drury Lane.

## 10. INFORMATION ITEMS

### 10.1 Release of 2008-2009 Grant for Student Needs (GSN)

P. McMahon provided information regarding the release of the 2008-2009 Grant for Student Needs. He briefly reviewed the content of the report and addressed the implications of the information released. P. McMahon indicated that staff would be bringing forth as soon as possible any other pertinent information and will ensure that the concerns expressed by trustees are included in the revised figures.

### 10.2 Architect Selection Committee

The Chair removed the item from the agenda. It was addressed under Item 9.1.

### 10.3 St. Thomas Aquinas Catholic Secondary School Committee Meeting

The Chair confirmed that the next meeting is scheduled for Monday, April 7<sup>th</sup> at 2:00 p.m.

### 10.4 Article from Joan Doyle, Kevin Campbell and Mark Siolek

The Chair circulated an article prepared by J. Doyle, K. Campbell and M. Siolek which will be published in the Ontario Catholic Register during Catholic Education Week.

### 10.5 ICE – Andrea Bishop Selected to Write the AQ Course

The Chair was pleased to report that Andrea Bishop, Curriculum Consultant accepted Sister Joan Cronin's offer to write the Additional Qualification Course Guidelines for a course entitled *Adapting Curriculum for Catholic Schools*, a proposal submitted by ICE to the Ontario College of Teachers. When asked how it might impact on her current position, R. MacDonald acknowledged that A. Bishop would be writing the document during the summer months.

### 10.6 EQAO Information for 2007

The documents were provided as information.

# 90/08	Moved by: E. Viana Seconded by: P. Houlahan
<i>RESOLVED, that items 10.1 to 10.6 be received as information.</i>	<b>CARRIED</b>

## 11. CORRESPONDENCE

### 11.1 CPIC Catholic Parent Involvement Committee to the Chair of the Board

# 91/08	Moved by: E. Viana Seconded by: A. Iantomasi
<i>RESOLVED, that Correspondence Item 11.1 be received as information.</i>	

## 12. OPEN QUESTION PERIOD

There was no question period.

13. **IN CAMERA**

<b># 92/08</b>	<i>Moved by: Father D. Wilhelm</i> <i>Seconded by: R. Palmieri</i>
<b>RESOLVED</b> , that the meeting move in camera.	

The meeting moved in camera at 10:17 p.m. and reconvened at 10:29 p.m.

The following motions were adopted in camera:

<b>IC - #52/08</b>	<i>Moved by: E. Viana</i> <i>Seconded by: J. Matters</i>
<b>RESOLVED</b> , that the Halton Catholic District School Board receive as information the resignation of Gino DiCiocco effective August 31, 2008 and the retirements of Arlene Brow, Hildegard Marai and Paul Picone effective June 30, 2008.	

<b>IC - #52/08</b>	<i>Moved by: E. Viana</i> <i>Seconded by: J. Matters</i>
<b>RESOLVED</b> , that the Halton Catholic District School Board receive as information the report entitled <i>Chaplaincy Assignments for September 1, 2008</i> .	

14. **RESOLUTION re ABSENTEES**

There were no absentees.

15. **ADJOURNMENT/CLOSING PRAYER**

<b># 93/08</b>	<i>Moved by: Father D. Wilhelm</i> <i>Seconded by: P. Houlahan</i>
<b>RESOLVED</b> , that the meeting adjourn.	<b>CARRIED</b>

The meeting adjourned at 10:30 with a closing prayer led by B. Van de Vrande.

CERTIFIED CORRECT:

APPROVED:

.....  
Secretary of the Board

.....  
Chair