

HALTON CATHOLIC DISTRICT SCHOOL BOARD

Regular Meeting of the Board

Tuesday, December 16, 2008 – 8:00 p.m.
Board Room, 802 Drury Lane,
Burlington, ON

Members present: A.A. LeMay (Chair) R. Palmieri
 A. Danko B. Van de Vrande (Vice Chair)
 P. Houlahan E. Viana
 A. Iantomasi Father D. Wilhelm
 J. Matters

Student Trustee: N. Bourque

Student Trustees
Excused: P. Cockburn C. Restivo

Staff present: M. Pautler, Director of Education
 L. Clifford P. McMahon
 G. Corbacio J. O'Hara
 J. Langill S. Rossini
 R. MacDonald J. Rowles
 F. Mazzetti M. Tessari

Also present: R. Brock, President, OECTA Elementary

Recording Secretary: D. Ross

1. **CALL TO ORDER**

A.A. LeMay welcomed guests to the Board Meeting.

1.1 **Opening Prayer**

The meeting opened at 8:05 p.m. with a prayer led by Catherine Wright, Chaplain at St. Ignatius of Loyola Catholic Secondary School. Trustees were asked to remember John McAleese, father of Patrick McAleese, teacher at Holy Trinity Catholic Secondary School, Oakville and father-in-law of Laurie McAleese, Library Technician at both St. Raphael and St. Joseph (Oakville) Catholic Elementary Schools, died on Wednesday, December 10, 2008.

1.2 **Motions Adopted in Camera**

B. Van de Vrande read the motions adopted in camera:

<p>IC – #14/09</p> <p><i>Moved by: P. Houlahan</i> <i>Seconded by: Father D. Wilhelm</i></p> <p>RESOLVED, that the Halton Catholic District School Board approve the salary and allowance adjustments to the Non-Union Administrative staff salary schedules effective September 1, 2008.</p>

<p>IC - # 15/09</p> <p><i>Moved by: E. Viana</i> <i>Seconded by: P. Houlahan</i></p> <p>RESOLVED, that the Halton Catholic District School Board approve the salary and allowance adjustments to the Secondary School Chaplaincy Leader salary schedules effective September 1, 2008</p>
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IC - # 16/09Moved by: P. Houlahan
Seconded by: E. Viana

RESOLVED, that the Halton Catholic District School Board approve the salary adjustments to the Senior Staff salary schedules effective September 1, 2008. The Director will bring forward a more detailed report with recommendations as to any other proposed changes to the Senior Staff compensation and working conditions in the new year.

IC - # 17/09Moved by: A. Iantomasi
Seconded by: J. Matters

RESOLVED, that the Halton Catholic District School Board approve the salary adjustments to the Principals and Vice Principals salary schedules effective September 1, 2008. The Director will bring forward a more detailed report with recommendations as to any other proposed changes to the Principals and Vice Principals Terms and Conditions of Employment in the new year.

IC - # 18/09Moved by: E. Viana
Seconded by: P. Houlahan

RESOLVED, that the Halton Catholic District School Board approve the salary adjustments to Continuing Education (Non-Union), Student Rates, Lunchroom Supervisors, Casual Clerical and Emergency Supply Staff salary schedules effective September 1, 2008.

IC - # 19/09Moved by: A. Iantomasi
Seconded by: R. Palmieri

RESOLVED, that the Halton Catholic District School Board deny the request for sabbatical leave for the 2009/2010 school year for Mr. Steven Catlin.

IC - # 20/09Moved by: E. Viana
Seconded by: R. Palmieri

RESOLVED, that the Halton Catholic District School Board accept, with regret, the resignation of Larry Clifford, Superintendent of Education (School Effectiveness), effective January 2, 2009 and extend best wishes in his new position.

IC - # 21/09Moved by: Father D. Wilhelm
Seconded by: E. Viana

RESOLVED, that the Halton Catholic District School Board receive as information the hiring of Melissa Main as a probationary teacher effective January 5, 2009 and the retirement of Elizabeth Bauer effective January 30, 2009.

2. APPROVAL OF AGENDA

There were no items added to the agenda.

15/09Moved by: R. Palmieri
Seconded by: J. Matters**RESOLVED**, that the agenda be approved as presented.**CARRIED****3. DECLARATION OF CONFLICT OF INTEREST**

There were no declarations of conflict of interest.

5. **PRESENTATIONS**

There were no presentations.

6. **APPROVAL OF MINUTES**6.1 **Regular Board Meeting – December 2, 2008**

The minutes will be amended to reflect the fact that P. Houlahan excused herself from the meeting due to a prior commitment.

16/09

Moved by: E. Viana

Seconded by: Father D. Wilhelm

RESOLVED, that the minutes of the December 2, 2008 Regular Board Meeting be approved as amended.

CARRIED7. **BUSINESS ARISING FROM PREVIOUS MEETINGS**7.1 **Summary of Outstanding Items from Previous Meetings**

17/09

Moved by: E. Viana

Seconded by: A. Iantomasi

RESOLVED, that the summary of outstanding items from previous meetings be received as information.

CARRIED

B. Van de Vrande indicated that the Uniform Committee met on December 16th. Based on the outcome of the meeting, a report will be brought to the Board in January and another will report will be presented in March. The chart will be amended accordingly.

8. **ACTION ITEMS**8.1 **2008-2009 Revised Budget Estimates**

P. McMahon reminded trustees that the revised budget estimates reflect the adjustments for the four-year Labour Framework. He reported that the expenditure increase of \$8 million to the operating budget is counterbalanced by \$6 million in grants and \$2 million in other operating revenues that have been received, resulting in a balanced budget.

In response to questions, P. McMahon clarified that the Board is compliant with respect to the 15% governance allocation. G. Corbacio explained why the Community Use of Schools grant in the amount of \$588,000 cannot be allocated to any other Board purposes.

18/09

Moved by: Father D. Wilhelm

Seconded by: E. Viana

RESOLVED, that the Halton Catholic District School Board approve the 2008-2009 Revised Budget Estimates in the amount of \$250,958,594.

CARRIED8.2 **First Reading: Policy on Cross Panel Sharing of Student Information**

J. Langill indicated that this is the first policy in a series of several new policies that will be developed as a result of legislation related to Privacy and the Sharing of Information of Student Data. Trustees will be receiving a DVD that describes and summarizes the scope of the initiative. He indicated that E. Van Roosmalen, Co-Provincial Chair of the Privacy and Information Management Task Force, will be a great resource in developing these policies.

J. Langill noted that the Policy on Cross Panel Sharing of Student Information addresses the exchange of information between the secondary and elementary panels.

Trustees made a few suggestions to the wording of the policy. The policy will be amended accordingly and then forwarded to all stakeholders for their review and input. In response to questions, J. Langill explained that the student/teacher ratio for all excursions, including short

distances are 1/5 primary, 1/10 junior and 1/15 for grades 7 & 8.

19/09

Moved by: Father D. Wilhelm

Seconded by: B. Van de Vrande

RESOLVED, that Board Policy II-21 Cross Panel Sharing of Personal Information be approved as amended in First Reading and forwarded to the appropriate stakeholder groups for their input and comment. **CARRIED**

8.3 Elementary Science Textbook Review

R. MacDonald indicated that Curriculum Services have piloted two resources in support of the new science curriculum and established the Text Book Review Committee, in accordance with Board policy. He explained that the Board will benefit from a 50% savings if the books are purchased prior to December 31, 2008, which explains the urgency of the matter.

R. MacDonald acknowledged that French textbooks resources were not included in this review.

20/09

Moved by: E. Viana

Seconded by: A. Iantomasi

RESOLVED, that the Halton Catholic District School Board approve the purchase of elementary Science Textbooks, Nelson Science and Technology Perspectives 7, (2008) Nelson Science and Technology Perspectives 8, (2008) for Grades 7 and 8. **CARRIED**

9. STAFF REPORTS

9.1 2008 Facility Renewal Projects – Update

G. Corbacio spoke to the report, which is an update of the expenditures of the 2008 Facility Renewal projects. He briefly reviewed the list of projects that have been completed and related budget expenditures, actuals and variances. G. Corbacio provided a brief explanation for the relatively significant increase in the cost for the asphalt paving at Bishop Reding Catholic Secondary School.

9.2 Proposed Secondary Schools Track & Field Facility Renewal Projects

G. Corbacio addressed the report that identifies the need to replace the running tracks and sports fields at Bishop Reding, Notre Dame and St. Ignatius of Loyola Catholic Secondary Schools. He referenced the renewal strategy and indicated that staff is proposing to follow the same approach as was taken with the Corpus Christi Catholic Secondary School track and field facility. A report will be presented in the spring, once tenders have been received. The municipalities have been advised of the proposed plans and have assured us of their cooperation.

9.3 St. Thomas Aquinas Catholic Secondary School Replacement School Project Update

G. Corbacio provided a summary status of the main project components to date. He spoke on a number of issues: the portable classroom set-up, the temporary building accommodations and schedule, the furniture and equipment moving and set up; the site plan application, the design drawings and construction tender; the project budget and funding as well as the project schedule. In his concluding remarks, G. Corbacio briefly elaborated on the site plan application process and indicated that he is hopeful that the Town of Oakville will soon be confirming the January 20, 2009 Site Plan meeting.

Discussion which followed centered on the potential reduction of construction cost due to the current economic situation, the various number of 'green' initiatives being considered and the Site Plan Committee meeting process.

A. Danko thanked G. Corbacio for his perseverance in this project and thanked the St. Thomas Aquinas community, school council and principal for their support.

G. Corbacio indicated that all pertinent information related to STA will be posted on the Board's Website.

9.4 Milton # 4 Catholic Elementary School Construction Project and New St. Peter Catholic Elementary School Replacement School Construction Project

G. Corbacio informed trustees that the reports would be posted on the Board's Website. He noted that the September 8th opening day could be challenging.

9.5 5 Month Capital Asset Activities Report

The 5 Month Capital Asset Activities Report was provided to trustees as information. The purpose of the report is to assist the province in completing their consolidation of all school boards in the province. The auditors have undertaken an analysis on capital assets and expenditures and have not found any exceptions.

9.6 Character Development Initiative 2007-2009 – Character Development and Virtuous Life

The report on Character Development was prepared following a request made at the October 21st meeting and provides a brief synopsis of the Character Development Initiative of the Ministry of Education, reviews the implementation of the initiative to date and gives a general summary of available funding and expenditures. L. Clifford introduced the Co-Chairs of the Focus on Faith Committee, J. Doyle and M. Jenny as well as K. Stevenson and K. Campbell who have been instrumental in implementing the initiative at the school level.

R. Palmieri questioned the name change from "Focus on Faith Initiative" to "Focus on Faith Foundation". L. Clifford elaborated on the significance of the name change and explained that the term "foundation" brings permanency and is the framework where all new initiatives can be amalgamated as opposed to initiative which has one goal. In terms of staff development, L. Clifford clarified that it applies to both students and staff, specifically working with staff in preparation for them to deliver to the students.

J. Matters commented on the fact that the Virtue Education Program that is currently in place in one of our schools appears to be well rounded and an excellent demonstration of what the program is intended to do. She asked if it could be implemented in all schools. In response, L. Clifford cited examples of other virtue education programs offered in the schools.

Mrs. LeMay thanked L. Clifford.

10. INFORMATION

10.1 Update from Student Trustees

N. Bourque reported that the last student senate meeting was cancelled because of various conflicting activities. The next meeting is scheduled for February. The student senators will be soliciting local companies to seek financial assistance for their Halton Youth Leadership Symposium. The three student trustees as well as the two student trustees from the Public Board will be sorting toys at the Salvation Army.

10.2 Approved Educational Field Trips

10.3 Capital Projects Report as at November 28, 2008

# 21/09	<i>Moved by: E. Viana</i>	
	<i>Seconded by: J. Matters</i>	
RESOLVED , that the information items 10.1 to 10.3 be received.		CARRIED

11. CORRESPONDENCE

12. OPEN QUESTION PERIOD

13. IN CAMERA

14. RESOLUTION re ABSENTEES

P. Cockburn and C. Restivo were absent due to school related workload.

# 22/09	<i>Moved by: R. Palmieri</i> <i>Seconded by: J. Matters</i>
RESOLVED, that P. Cockburn & C. Restivo be excused.	CARRIED

15. **ADJOURNMENT/CLOSING PRAYER**

# 23/09	<i>Moved by: E. Viana</i> <i>Seconded by: Father D. Wilhelm</i>
RESOLVED, that the meeting adjourn.	CARRIED

The meeting adjourned at 9:15 p.m. with a closing prayer led by J. Rowles.

CERTIFIED CORRECT:

APPROVED:

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Secretary of the Board

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Chair