

HALTON CATHOLIC DISTRICT SCHOOL BOARD

Regular Meeting of the Board

Tuesday, June 2, 2009 – 8:00 p.m.
Board Room, 802 Drury Lane,
Burlington, ON

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

Member excused: Father D. Wilhelm

Student Trustees: N. Bourque C. Restivo
 P. Cockburn

Also present: B. Culbert C. Gray
 D. Slowka

Staff present: M. Pautler, Director of Education & Secretary of the Board
 G. Corbacio J. O’Hara
 J. Langill S. Rossini
 F. Mazzetti J. Rowles
 P. McMahon M. Tessari
 R. MacDonald C. Tobin

Also present: L. Dallip, C.N. Watson and Associates
 T. Plumb, Stresscrete Group
 L. Stocco, Communications Officer, Communication Services
 B. Teichman, McCarthy Tétrault
 Staff and Students – Bishop Reding (DREAMS)

Recording Secretary: D. Ross

1. CALL TO ORDER

1.1 Opening Prayer

The meeting opened at 8:00 p.m. with a prayer led by G. Truyens, Chaplaincy Leader, Christ the King Catholic Secondary School. Trustees were asked to remember in the prayers: Alfred Oakie, father of Denise Oakie, Senior Kindergarten Teacher at St. Timothy School, Burlington, who died on Tuesday, May 26, 2009; Marjorie O’Brien, mother of Janice Porter, grade 4 teacher at St. Marguerite d’Youville School, Oakville who died on Thursday, May 28, 2009.

1.2 Motions Adopted in Camera

The following motion was adopted in-camera.

<p>IC - # 71/09</p> <p><i>Moved by: A. Iantomasi</i> <i>Seconded by: E. Viana</i></p> <p>RESOLVED, that the Halton Catholic District School board receive as information, the resignation of Diana Baldin effective May 15, 2009 and the retirement of Suzanne Siddall effective June 30, 2009.</p>

2. APPROVAL OF AGENDA

<p># 119/09</p> <p><i>Moved by: E. Viana</i> <i>Seconded by: R. Palmieri</i></p> <p>RESOLVED, that the agenda be approved as presented. CARRIED</p>

3. **DECLARATION OF CONFLICT OF INTEREST**

There were no declarations of conflict of interest.

4. **PRESENTATIONS**

4.1 **Dominican Republic Education and Medical Support (DREAMS)**

F. Mazzetti indicated that several secondary schools have been involved in the *DREAMS* program since 2005. She provided background information relative to the purpose of the trip. A presentation was made by students who travelled to the Dominican Republic as part of the humanitarian *DREAMS* program. Students shared their personal experiences and explained how they benefited from the trip and the impact it's made in their daily lives. A. Flynn, Vice Principal and P. Cianciolo, Principal presented a slide show depicting the work of the students building homes for the indigenous people in the Dominican Republic.

In response to questions, B. Kavanagh and K. Wood explained how they addressed the language barrier, how they collaborated with the people from the village and described the how relationships were fostered within the local community.

A.A. LeMay commended staff and congratulated the students for demonstrating exceptional leadership and dedication that truly reflect Catholic values.

4.2 **Education Development Charges 3rd Successor By-Law Public Meeting**

The Chair invited L. Dallip from C.N. Watson & Associates and B. Teichman from McCarthy Tetrault to address the proposed amending EDC By-law. L. Dallip gave a brief history of the Education Development Charges (EDC) and confirmed that the Ministry of Education staff reviewed the background study and found no concerns with the contents of the study. She acknowledged receipt of the approval letter from Minister Wynne. L. Dallip also addressed a question raised at the May 5th Board meeting and provided a rationale for the proposed increase in the overall rate, specifically the shortfall experienced for the 2004-2009 by-law. She reviewed the concerns shared with the Building Industry and Land Development Association (BILDA).

B. Teichman discussed the Board's legal requirements and assured trustees that the Board has satisfied all requirements. He also confirmed that the calculations and methodology used by CN Watson & Associates complied with the requirements of the governing legislation and on that basis, the Board was authorized to pass the new by-law.

A.A. LeMay invited delegates to come forward and provide their view on the proposed by-law. There were no delegates.

B. Van de Vrande raised a number of concerns regarding the process of recovering the EDC shortfall and presented several comments regarding the by-law review process and the development charge calculations. He is concerned that the estimates for land prices do not reflect the current reality and that the Board continues to play 'catch up' and is therefore subsidizing current development with future charges. Also, given that we have always had the opportunity to review the charges and have chosen not to do so does not help to suggest we will do so in the future.

L. Dallip presented information in terms of how the shortfall would be recovered, elaborated on the negotiations process for site purchases and explained how the base cost is established.

Discussion that followed focused on whether or not the Board should defer the decision to another Board meeting. B. Teichman explained that the current by-law would lapse and any building permits issued would not be required to pay the EDC charge, thereby creating a funding gap during the interim period while no revenues are being generated. He also indicated that the cost of the study is recovered through the EDC By-Law. B. Van de Vrande asked for the average hourly cost incurred in producing the report.

P. McMahon assured trustees that the levy amount and the reserve fund would be reviewed on a yearly basis. Staff, through this process, will ensure that the shortfall will be addressed.

120/09

Moved by: J. Matters

Seconded by: E. Viana

RESOLVED, that the Halton Catholic District School Board receive as information the education development charge reports received from Watson and Associates and McCarthy Tétrault LLP and any/all verbal presentations given from the floor regarding the education development charges by-law. **CARRIED**

121/09

Moved by: E. Viana

Seconded by: P. Houlahan

RESOLVED, that the public portion for the EDC be adjourned. **CARRIED**

The Chair proceeded to Item 8.1

8.1 New Education Development By-Law

P. McMahon briefly addressed the content of the report.

122/09

Moved by: E. Viana

Seconded by: A. Iantomasi

RESOLVED, that the Halton Catholic District School Board resolve that no further public meeting is required in regard to the Education Development Charges By-law;

that the Halton Catholic District School Board enact an education development charges by-law to apply to the Region of Halton;

that the by-law levy an education development charge on both residential and non-residential development and that the percentage of the growth-related net education land cost that is to be funded by charges on non-residential development be 15%;

that the Board's by-law be in the form attached to the staff report as Appendix K with the following figures inserted:

- in paragraph 9, \$821.00 as the education development charge on each dwelling unit in a residential development; and
- in paragraph 12, \$0.23 as the education development charge per square foot of gross floor area applied to non-residential. **CARRIED**

5. DELEGATION

5.1 The Stresscrete Group

Mr. T. Plumb, from the Stresscrete Group, a local manufacturing of stress concrete polls and street lighting products, presented their findings on a recent procuring process for sports field lighting equipment for three locations within our Board. He shared details to provide insight and highlighted a number of concerns with the specifications as well as the Board's decision to 'single source' a US manufacturer for sports field lighting projects.

In his concluding remarks, T. Plumb suggested that the Board review the specifications by an independent qualified sports field lighting engineer; that only manufacturers prepared to submit technical specifications and IES photometric data be considered; that there be an opportunity for local manufacturers to compete fairly; and that there be a transparent procurement process. He briefly referenced the Board's policy. T. Plumb invited staff and trustees to contact him or his assistant, S. Guyatt, Marketing Manager, if there were any questions.

In response to questions regarding warranties and single sourcing, G. Corbacio provided background information on the tender process, elaborated on the specifications and explained that the Board purchased a lighting system, not a sports field lighting pole product. B. Van de Vrande asked if the specifications were written in such a way that only one manufacturer could possibly provide the system and wondered why there was only one company bidding if it were open to others. G. Corbacio indicated that the specifications were written such that an alternative “approved-equal” would be acceptable. Staff is of the opinion that it was an open process.

A. Danko’s primary concern is that the Board complies with its policy and noted that the Board’s Purchasing Policy and Administrative Procedures defines six circumstances for single and sole sourcing.

The Chair thanked T. Plumb for his presentation and indicated that a written response to the delegation would follow.

6. APPROVAL OF MINUTES

6.1 Regular Board Meeting – May 19, 2009

# 123/09	Moved by: P. Houlahan Seconded by: E. Viana
RESOLVED , that the minutes of the May 19, 2009 Regular Board Meeting be approved as presented. CARRIED	

6.2 Special Board Meeting – May 21, 2009

# 124/09	Moved by: E. Viana Seconded by: A. Iantomasi
RESOLVED , that the minutes of the May 21, 2009 Special Board Meeting be approved as presented. CARRIED	

7. BUSINESS ARISING FROM PREVIOUS MEETINGS

7.1 Summary of Outstanding Items from Previous Meetings

# 125/09	Moved by: A. Iantomasi Seconded by: P. Houlahan
RESOLVED , that the summary of outstanding items from previous meetings be received as information. CARRIED	

8. ACTION ITEMS

8.2 Amendment to Policy I-34: Employee/Trustee Expenses

J. Langill indicated that the proposed revisions are part of the Ministry of Education’s continuing efforts to demonstrate full transparency and accountability to the public. The recommended additions to the policy have been endorsed by OCSTA (Ontario Catholic School Trustees’ Association) and OASBO (Ontario Association of School Board Officials). J. Langill briefly reviewed the proposed revisions.

J. Langill provided clarifying language regarding mileage claims for trustees and the policy will be amended accordingly. He also noted that alcohol is not an eligible employee/trustee expense; however, there may be occasions where it is included in the cost of the conference or the event. Some minor revisions were made to the Policy.

In terms of posting trustee expenses, P. McMahon acknowledged that a report will be provided to trustees on a quarterly basis. That report will be posted on the Board’s website.

126/09

*Moved by: B. Van de Vrande
Seconded by: R. Palmieri*

RESOLVED, that Board Policy I-34 Employee/Trustee Expenses be approved as amended.
CARRIED

9. STAFF REPORTS**9.1 Results of Family Life Resources Survey**

R. MacDonald addressed the results of an informal survey regarding new CARFLEO supplementary resources to support Grades 7 and 8 Family Life Education. He indicated that the resources used to deliver the Family Life Education Program at the elementary and secondary schools have been well received by teachers.

J. Matters thanked R. MacDonald for the update, commented on the purchase of theology materials and expressed appreciation for the continuing attention placed on chastity speakers. She asked what precipitated the new resources and questioned who initiated it. In response, R. MacDonald acknowledged that this is an important topic for Catholic education and the resources came through CARFLEO as a joint project. CARFLEO is in the process of developing further resources for teachers' professional development in the area of Religion and Family Life.

9.2 Halton Catholic District School Board 2009-10 Budget Estimates Capital Budget

P. McMahon indicated that this is the 4th in a series of presentations leading up to the finalization of the budget. He addressed the timeline and schedule of presentations to the Board and briefly described how a balanced budget is achieved.

S. Zucker provided an overview of the capital budget, specifically capital revenues and capital expenses. She noted that the capital budget is self balancing and revenues must equal expenditures. In her concluding remarks, S. Zucker noted that the current year budget will be brought to the Board on June 16th for approval and must be submitted to the Ministry by June 30th 2009.

In terms of the installation of security cameras, staff explained that the intent of the initiative is to provide a common and consistent base-line of security camera system installation in each secondary school. A committee involving the Superintendent, Information Technology, Principals, Facility Services and Purchasing Services will be struck to determine what system is best suited for all schools. Trustees were assured that the process would be consistent with Board policy. The intent is to come to a consistent expression, meet the requirements and provide coverage and security within the envelope of a school building.

Staff noted that the initiative to provide security systems at entrance points of elementary schools was subsidized by the Ministry in 2005. The system is designed in such a way that it could be expanded but no study exists to determine if there is a need for additional cameras at other points surrounding the school property.

In response to N. Bourque, C. Gray and P. Cockburn, staff indicated that funding is not available for security cameras at the secondary panel. Staff also explained that at elementary schools, cameras are strictly at the front of the school and the remaining doors are locked and restricted. The installation of cameras at the Secondary panel would be more extensive. It would not simply involve securing the exterior perimeter of the building but would extend to some of the public areas within the school.

B. Van de Vrande requested information on the board's average cash balance in the chequing account and the return the Board generally receives on that balance.

When asked if the proceeds of disposition would be used to finance St. Peter, P. McMahon explained that the purchase of the new site was done with EDC funds but the sale of the existing site will generate proceeds that will be used to help fund the building of the new school.

9.3 2009-2010 Budget Estimates Draft

P. McMahon addressed the 2009-2010 Budget Estimates Draft and confirmed that staff continues to review the budget and make final adjustments. Trustees were invited to submit any questions by e-mailing or by calling S. Zucker or P. McMahon.

P. McMahon briefly reviewed the content of the report and noted that the budget estimates reflect the projected funding and proposed expenditure needs for 2009-2010. In order to balance the budget, reductions in the amount of \$1.8 million have been made to areas that have been identified by the Ministry as target areas: textbooks and technology. The Ministry is also making reductions to Staff Development but increases have been made in that area of the Board's budget in accordance with its priorities and vision.

F. Mazzetti provided information regarding the Restorative Justice Practices initiative spearheaded by a principal, where school staff will be in-serviced. It's a means of dealing with discipline other than by suspensions or detentions and the primary focus is to look at ways of restoring relationships.

9.4 2009-2010 Board Improvement Plan

J. Rowles introduced A. Bishop, C. Serafim, K. Lowicki, as members of the Board Improvement Team. He briefly highlighted the goal of the Board Improvement Plan and indicated that the basis of the plan reflects the Ministry of Education and the Board's focus on increased public confidence in publicly funded Catholic Education; higher levels of student achievement and reducing gaps in student achievement. He briefly addressed the monitoring and evaluation process, the board effectiveness framework and listed key considerations in this year's Board improvement plan. The report will be shared with all stakeholders and placed on the Board's website. J. Rowles noted that the plan will undergo a number of changes next year as the format and framework of the Board Improvement Plan will take more ministry directions.

127/09

*Moved by: A. Iantomasi**Seconded by: E. Viana***RESOLVED**, that the meeting continue beyond 10:30 p.m.**CARRIED**

In response to questions, F. Mazzetti indicated that regardless of the path taken, there is only one Ontario Secondary School Diploma. The transcript outlines the credits that the students have achieved.

P. Houlahan asked if there was a specific action plan for children with IEP's. In response, J. Rowles noted that differentiated instruction applies to all students. There are several types of assessment outside of the EQAO and those would be in combination with individual assessments.

10. INFORMATION**10.1 Update from Student Trustees**

P. Bourque reported on the success of the Halton Youth Leadership Symposium held on May 25th and thanked the senators for their hard work. He also reported that the three (3) incoming student trustees were elected to various positions on the Ontario Student Trustees' Association.

10.2 Approved Educational Field Trips

P. Houlahan requested a report for the June 16th meeting, outlining the costs and criteria to participate in the summer school in Italy program.

10.3 Minutes of the April 27, 2009 SEAC Minutes

S. Rossini, in response to a question regarding the intent of the recommendation to commit to the long term permanency of location for the congregated classrooms, explained that the spirit of the recommendation focuses on the sustainability and stability of the program. The notion is that SEAC wants classes to be residing in schools for a period of time to recognize that they are part of the home school community.

P. Houlahan further noted that the intent is to ensure that the students are permanent members of the communities. She acknowledged that the recommendation will be brought to the Board for consideration at a future meeting.

10.4 Provincial Consolidation of School Board Financial Statements – Accountants’ report with Respect to the Seven-Month Period from September 1, 2008 to March 31, 2009 (7 Month Report)

# 128/09	<i>Moved by: E. Viana</i> <i>Seconded by: J. Matters</i>
RESOLVED , that Items 10.1 to 10.4 be received as information.	CARRIED

11. CORRESPONDENCE

11.1 OCSTA – Letter of Appreciation

11.2 Ontario Conference of Catholic Bishops – Pastoral Letter on Catholic Secondary School Chaplaincy

11.3 Reverend A.F. Tonnos, Naming of Lumen Christi

# 129/09	<i>Moved by: A. Iantomasi</i> <i>Seconded by: E. Viana</i>
RESOLVED , that Items 11.1 to 11.3 be received as information.	CARRIED

12. OPEN QUESTION PERIOD

There was no question period.

13. IN CAMERA

# 130/09	<i>Moved by: E. Viana</i> <i>Seconded by: P. Houlahan</i>
RESOLVED , that the meeting move in-camera.	CARRIED

The meeting moved in camera at 10:45 p.m. and reconvened at 10:50 p.m.

14. RESOLUTION re ABSENTEES

The Chair indicated that Father D. Wilhelm was on vacation.

# 131/09	<i>Moved by: J. Matters</i> <i>Seconded by: A. Iantomasi</i>
RESOLVED , that Father Dave Wilhelm be excused.	CARRIED

15. ADJOURNMENT/CLOSING PRAYER

# 132/09	<i>Moved by: A. Iantomasi</i> <i>Seconded by: R. Palmieri</i>
RESOLVED , that the meeting adjourn.	CARRIED

The meeting adjourned at 10:50 p.m. with a closing prayer led by P. McMahon.

CERTIFIED CORRECT:

APPROVED:

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Secretary of the Board

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Chair