Halton Catholic District School Board
MINUTES OF THE REGULAR BOARD MEETING

Date: December 4, 2012
Time: 7:30 pm
Location: Catholic Education Centre - Board Room
          802 Drury Lane
          Burlington, Ontario

Members Present: A. Danko                J. Michael
                A. Iantomasi               J. Morrison
                A.A. LeMay                D. Rabenda
                P. Marai                  J.M. Rowe
                J. Michael                E. Viana

Staff Present: G. Corbacio               M. Pautler, Director of Education
               J. Herman                 T. Pinelli
               P. McMahon                S. Rossini
               L. Naar                   J. Rowles
               J. O’Hara                 M. Tessari
               T. Overholt

Student Trustees J. Baddeliyanage         E. Wilson
                 N. Parker

Also Present  K. Boyd, President, OECTA Secondary
              R. Brock, President, OECTA Elementary
              T. Glover, Administrator, Planning Services
              H. Murphy, Administrative Assistant, Curriculum Services
              L. Stocco, Administrator, Strategic Communications Services

Recording Secretary D. Ross

1. Call to Order
   The Director of Education, Michael W. Pautler, called the meeting to order.

   1.1. Opening Prayer: Loriann Pacenti, System Chaplaincy Leader
   The meeting opened at 7:30 p.m. with a prayer led by L. Pacenti, System Chaplaincy Leader.

2. Approval of the Agenda
   #1/13
   Moved By: E. Viana
   Seconded By: P. Marai
   RESOLVED, that the agenda be accepted as presented. CARRIED

3. Declarations of Conflict of Interest
   There were no conflicts of interest declared.

4. Election of the Chair and Vice Chair
   M. Pautler briefly reviewed the election process and called for nominations for the position of Chair of the Halton Catholic District School Board for the period of December 4, 2012 until
the first Board meeting in December 2013. He indicated that P. McMahon and M. Tessari would be acting as scrutineers.

4.1. **Election of the Chair of the Board (Secretary of the Board)**
D. Rabenda was nominated by J. Michael, seconded by A. Iantomasi as Chair of the Board. D. Rabenda accepted the nomination. There were no other nominations.

#2/13
Moved by: J. Morrison
Seconded by: P. Marai

**RESOLVED, that the nominations be closed.**  
**CARRIED**

#3/13
Moved by: J. Michael
Seconded by: A. Iantomasi

**RESOLVED, that Trustee Rabenda be nominated Chair of the Board for the period of December 4, 2012 until the first Board Meeting in December 2013.**  
**CARRIED**

Trustee Rabenda thanked J. Michael and A. Iantomasi for their confidence in nominating her as Chair of the Board and expressed her appreciation to the Board for its support and trust in her ability to serve parents, staff and students of the Halton Catholic District School Board.

4.2. **Election of the Vice Chair of the Board (Secretary of the Board)**
A. Iantomasi was nominated by J. Morrison, seconded by P. Marai as Vice Chair of the Board. Trustee Iantomasi accepted the nomination. There were no other nominations.

#4/13
Moved By: J. Michael
Seconded By: P. Marai

**RESOLVED, that the nominations be closed.**  
**CARRIED**

#5/13
Moved By: J. Morrison
Seconded By: P. Marai

**RESOLVED, that Arlene Iantomasi be nominated Vice Chair of the Board from December 4, 2012 to the first Board Meeting in December 2013.**  
**CARRIED**

A. Iantomasi thanked J. Morrison and P. Marai for their support and the Board of Trustees for their confidence indicating that she looks forward to supporting D. Rabenda in her role as Chair of the Board.

D. Rabenda assumed her role as Chair of the Board. She thanked A.A. LeMay, former Chair of the Board, for her outstanding work and efforts in her 32 years of service as trustee, during a number of which she served as Chair of the Board.

Trustee LeMay thanked trustees for their ongoing support over the years, as well as all staff and the school communities. She wished both D. Rabenda and A. Iantomasi all the best in their new roles.

1.2. **Motions Received In-Camera**
A. Iantomasi read the information presented in-camera.
Retirement
Michael Iannetta effective January 31, 2013.

5. Presentations
5.1. Parent Engagement Outcome (M. Tessari)
M. Tessari indicated that one of the Board identified outcome measures in its Strategic Plan 2010-2015 advocates that Parents are actively and purposefully engaged in their child’s school. In support of this outcome, M. Tessari invited J. Duijvestein, Chair and L. Hartman, Co-Chair of CPIC, to share some of their efforts in engaging parents.

J. Duijvestein and L. Hartman provided background information regarding the establishment of CPIC; reviewed the composition of the Committee; outlined their goals in terms of providing Educational opportunities for parent engagement, student achievement and faith formation; providing Communication Awareness and Information initiatives; and providing Support and Resources. J. Duijvestein concluded the presentation by commenting on the future goals of CPIC, specifically to increase parent engagement across all schools throughout the Region of Halton; continue to provide educational opportunities for parents; continue to expand the CPIC voice and grow the number of talented, engaged parents supporting our Board in its vision for Catholic Education.

In response to questions, J. Duijvestein provided information regarding the webinar they are establishing in an effort to encourage parent participation at CPIC meetings. M. Pautler provided information regarding the election process and the term of office. He also clarified the mandate of the CPIC group and acknowledged that it is analogous to the student senate structure.

The Chair, D. Rabenda, thanked J. Duijvestein and L. Hartman for their dedication and hard work. She also commended and congratulated them for hosting a wonderful parent conference packed with good initiatives. On behalf of CPIC, L. Hartman expressed her heartfelt thank you appreciation to the Board of Trustees for extending the invitation to attend the Board meeting.

6. Delegations
There were no delegations.

7. Approval of Minutes
7.1. Minutes of the November 20, 2012 Board Meeting
#6/13
Moved By: A.A. LeMay
Seconded By: J.M. Rowe
RESOLVED, that the minutes of the November 20, 2012 Board Meeting be approved as presented. CARRIED

8. Business Arising from Previous Meetings
8.1. Summary of Outstanding Items from Previous Meetings
There was no summary.

9. Action Items
T. Pinelli indicated that the purpose of the recommendation is to obtain Board approval for the new Bishop P.F. Reding and the new Milton Catholic Secondary
school attendance area boundaries. She provided background information regarding the consultation process, briefly commented on the various scenarios that were considered and reviewed the Committee’s final recommendation.

In response to questions, M. Pautler provided clarification regarding the student enrolment forecast outlined in the Boundary Review report dated November 20, 2012 compared to the enrolment projections listed in the Information report 11.3 – Four-Year Ministry Enrolment Projections. G. Corbacio assured trustees that because of the significant growth taking place, staff will continue to closely monitor enrolment in Milton.

M. Pautler explained why half of the students at Our Lady of Victory Catholic Elementary School are being directed to one secondary school and the other half to the other secondary school. He noted that an application is before the Ministry to support the construction of another elementary school and once the Board is in the position to proceed with the construction, an elementary boundary review process will be required. G. Corbacio further noted that there will be opportunities for students to apply for cross boundary status. T. Pinelli further pointed out that the parents at Our Lady of Victory Catholic Elementary School were in support of the proposed recommendation.

#7/13
Moved By: J.M. Rowe
Seconded By: J. Michael

Resolved, that effective the 2013/2014 school year, the Bishop P.F. Reding Catholic Secondary School attendance boundary will consist of the Holy Rosary, St. Peter, and St. Anthony of Padua Catholic Elementary School attendance areas, and that portion of the Our Lady of Victory Catholic Elementary School attendance area located north of Derry Road.

That, effective the 2013/2014 school year, the new Milton Catholic Secondary School attendance boundary will consist of the Guardian Angels, Lumen Christi, and Our Lady of Fatima Catholic Elementary School attendance areas, and that portion of the Our Lady of Victory Catholic Elementary School attendance area located south of Derry Road.

That, effective the 2013/2014 school year, those students who will be enrolled in Grades 9, 10 and 11 as of September 2013 and who reside within the new Milton Catholic Secondary School attendance boundary be redirected to the new Milton Catholic Secondary School. Transportation will be provided based on the Board’s Transportation Policy II-24.

That, students enrolled in Grade 12 as of September 2013 will remain at Bishop P. F. Reding Catholic Secondary School for the 2013-2014 school year and will be provided transportation based on the Board’s Transportation Policy II-24, for ONLY the 2013-2014 school year.

That, Board Staff continue to monitor student enrolment at all Catholic schools in Milton, and report to the Board on an annual basis, and that if necessary, initiate a boundary review process to assess the utilization of the Milton Catholic schools.

CARRIED
9.2. **Indoor Turf Dome Facility Proposal (G. Corbacio)**

G. Corbacio reported that the Town of Milton has approved the proposed project. He read the proposed recommendation.

G. Corbacio, P. McMahon and M. Pautler responded to a number of questions. They provided a rationale for the twenty (20) year agreement, acknowledged that staff would work closely to finalize the details, confirmed that legal counsel would review the final agreement to protect the Board’s interest, acquiesced that language would be incorporated to allow the Board to terminate the agreement, and provided information regarding the rates, fees, parking facilities and hours of operation. M. Pautler noted that the proposed recommendation gives staff the authority to enter in a binding agreement and that staff would only bring to the attention of trustees any new information.

Staff also provided information regarding community consultation that took place and noted that it was near unanimous approval by Town Council.

#9/13

**Moved By:** A.A. LeMay  
**Seconded By:** J. Michael  
**RESOLVED**, that the Halton Catholic District School Board approve the installation of a seasonal Indoor Turf Dome Facility over the all-weather turf sports field at the new Milton Catholic Secondary School; and

that the Board approve in principle the Memorandum of Understanding with The Corporation of the Town of Milton for the Indoor Turf Dome Facility; and

that the Director of Education/Secretary of the Board and the Superintendent of Business Services/Treasurer of the Board be authorized to finalize and enter into the necessary agreements with The Corporation of the Town of Milton for the Indoor Turf Dome Facility and the Memorandum of Understanding subject to minor modifications and in accordance with Board Policies.  
**CARRIED**

9.3. **Appointment of SEAC Members (S. Rossini)**

S. Rossini indicated that SEAC met on November 26th and is recommending the appointment of Sheila Jenny as representative for Halton Down Syndrome and Mairead O’Higgins Human as alternate representative for the Learning Disabilities Association of Halton.

#9/13

**Moved By:** A. Iantomasi  
**Seconded By:** P. Marai  
**RESOLVED**, that the Halton Catholic District School Board accept the recommendation of SEAC and appoint Ms. Sheila Jenny to SEAC as representative for Halton Down Syndrome Association effective December 10, 2012 until November 2014 and;

**CARRIED**
9.4. **Revised Budget Approval - St. Ignatius of Loyola Addition and Alterations Project (G. Corbacio)**

G. Corbacio indicated that the Addition and Alterations Project is essentially completed and that staff is in the process of finalizing the project administration details. He reported that the actual project costs have exceeded the budget estimate by approximately 15% or $3 million and identified a number of factors that contributed to the overage. G. Corbacio indicated that Ministry grants received during the 2011-2012 and 2012-2013 school years will cover the project overage amount.

Staff was questioned regarding the release of information to trustees. In response, G. Corbacio explained that staff was aware a few months ago that the project was over budget but was not fully aware of the magnitude of the expenses until more recently. He pointed out that this is a worst case scenario and staff are currently analyzing each claim. G. Corbacio expressed appreciation to the school community for their patience and support reiterating that the number one priority during the renovations was to ensure the students’ safety and avoid disruption to student learning.

J. Baddeliyanage commented on some of the frustrations students have experienced.

G. Corbacio acknowledged that the Ministry grant “School Condition Grant” will cover the cost and although it will have an impact on the Board’s ability to proceed with some projects, there are currently no immediate plans for major retrofits.

#10/13
*Moved By: E. Viana*
*Seconded By: J. Michael*

**RESOLVED, that the Halton Catholic District School Board approve the Revised Final Project Budget amount of $22.5 million for the Ignatius of Loyola Catholic Secondary School Addition and Alterations Project, and that the necessary additional project budget be funded from the School Condition Grant and the School Renewal Reserve.**

**CARRIED**


P. McMahon indicated that, in accordance with regulation 361/10, the Annual Report must be approved by the Board of Trustees and submitted to the Ministry by January 15th.

#11/13
*Moved By: J. Michael*
*Seconded By: E. Viana*

**RESOLVED, that the Halton Catholic District School Board approve the Audit Committee Annual Report (2011-2012).**

**CARRIED**

10. **Staff Reports**

10.1. **Policy Monitoring Report: II-45 Equity and Inclusive Education (J. Rowles)**

J. Rowles addressed the Policy Monitoring Report: Policy II-45, Equity and Inclusive Education and drew trustees’ attention to the data collected from students, staff and parents with respect to safe school, bullying and harassment and respect for diversity through various surveys. He commented on some of the results in area of Safe Schools’, Exposure to Bullying and Harassment, Workplace Harassment and Respect for Diversity. He also commented on the eight (8) Areas of Focus that were identified: Board Policies, Programs, Procedures and Practices; Shared and
Committed Leadership; School Community Relationships; Inclusive Curriculum and Assessment Practices; Religious Accommodation; School Climate and the Prevention of Discrimination and Harassment, Professional Learning and Accountability and Transparency. He concluded his presentation by identifying the next steps and affirmed that the implementation of Policy II-45, Equity and Inclusive Education is consistent and procedures respect the parameters and limits of the current Policy.

J. Rowles also commented on the establishment of a welcome centre to better serve newcomers as well as the training that has taken place with principals in cultural proficiency.

J. Baddeliyanage briefly commented on a recent presentation made to students by T. Overholt regarding bullying and shared with trustees some of the students’ comments and concerns regarding discrimination and bullying. The issue will be discussed in more depth with student senators and a summary of recommendations will be brought forth for trustee consideration. T. Overholt indicated that staff is continuing to look at the overall Board plan and will be seeking input from students.

M. Pautler pointed out that dialogue taking place is an indication of the help and commitment of the system to address the issue. We have introduced school climate, parent and student youth surveys that would allow us to ground discussion and provide a better understanding of the perception of students involved.

There was significant discussion in terms of strategies to support the increasing number of ethnic students in the schools, to assist elementary students transitioning to the secondary panel and to provide instruction and support that would be respectful of different traditions and cultures in our schools.


M. Tessari addressed the report that supports the correlation and the link between the level of parent engagement and student achievement. She thanked E. van Roosmalen for assisting in the preparation of the report, specifically the gathering of the data. She highlighted a number of programs and initiatives that have been put in place by local school communities. M. Tessari pointed out that Catholic School Councils are moving away from traditional activities and are actively considering means to engage parents to support student achievement.

There was discussion in terms of how Halton Multicultural Council is providing translation services and assisting parents who are unable to communicate in English. Staff also identified strategies in place to try and blend elementary and secondary Council of Chairs and increase parent engagement at the secondary level. M. Pautler noted that there is a great deal of positive impact when parents are highly involved in their child’s education.

11. **Information Items**

11.1. **Student Trustees Update (N. Parker)**

N. Parker provided an overview of the work being undertaken by the Student Senate. He spoke of the survey results and commented on the content of the news release that should be available for the next Board meeting.

11.2. **Approved School Educational Field Trips (M. Tessari)**

It was pointed out that there was no indicated cost associated to the trip to Chicago. The information will be amended accordingly.
11.3. **Four Year Ministry Enrolment Projection (P. McMahon)**

P. McMahon reported that the four (4) year enrolment projections were submitted to the Ministry by the due date of November 30, 2012. The Board’s total elementary enrolment increase from Milton’s continued growth and North Oakville future growth over the near term will be offset by current student declines in Oakville, Burlington and Halton Hills. He also reported that staff is currently reviewing the EDC By-Law and Long-Term Capital Plan. The projections will be refined through those processes. Staff are not certain at this point in time if the EDCs will be increased. P. McMahon indicated that an RFP evaluation has been conducted and a number of presentation reports will be provided in the new year.

When asked what the Board was doing to actively promote itself in an effort to increase enrolment, M. Pautler commented on how important it is to track the information given that funding is primarily based on enrolment. As part of the Strategic Plan and specific outcome measures approved by the Board, one of the expectations of a deliverable outcome was to increase retention rates. A number of strategies have been put in place and an outcome report will be presented in the new year.

M. Pautler addressed a number of strategies that are in place to meet that desired outcome. M. Tessari added that staff are currently looking at marketing strategies at the international level to increase the number of international visa students.

T. Glover listed a number of variables considered when projecting enrolment.

11.4. **Children’s Mental Health Ontario Conference - Verbal Update (A.A. LeMay)**

A.A. LeMay commented on the material that she sent trustees regarding the Children’s Mental Health Ontario Conference.

12. **Miscellaneous Information**
12.1. **SEAC Minutes - October 29, 2012 (S. Rossini)**

The minutes were provided as information.

13. **Correspondence**
13.1. **Honourable Laurel Broten (A.A. LeMay)**

The letter was provided as information.

14. **Open Question Period**

15. **In Camera**

   #12/13

   Moved By: J. Morrison  
   Seconded By: E. Viana  

   **RESOLVED**, that the meeting move in-camera.  
   **CARRIED**

The meeting moved in-camera at 9:50 p.m.

16. **Resolution re Absentees**

There were no absentees.
17. Adjournment and Closing Prayer: E. Wilson

Moved By: J. Morrison
Seconded By: E. Viana

RESOLVED, that the meeting adjourn at 10:02 p.m. CARRIED

The meeting adjourned at 10:02 p.m. with a prayer led by E. Wilson.

_________________________________________
Secretary of the Board

_________________________________________
Chair