



THE HURON-PERTH CATHOLIC DISTRICT SCHOOL BOARD

REGULAR BOARD MEETING
TUESDAY, MAY 25, 2010 - 8:00 P.M.
BOARD OFFICE, 87 MILL STREET, DUBLIN, ONTARIO

AGENDA

1. OPENING PRAYER – Father R. Bester
2. CALL TO ORDER AND RECORDING OF ATTENDANCE
3. APPROVAL OF AGENDA
4. DECLARATION OF INTEREST
5. PRESENTATIONS

Virtual Gallery of Hope - A Celebration of Student Artwork - Student artwork continues to be displayed on the Board website to celebrate our Board theme, *Catholic Education: Rejoicing in Hope*. Superintendent JoAnn MacGregor will make a presentation and introduce student artists.

Strategy Development, Organizational Alignment and Strategy Implementation...Realizing our Capacity - 2010-2013 - Director of Education Martha Dutrizac and Superintendents Dan Parr, JoAnn MacGregor and Gerry Thuss will make the following presentation:

- a) Highlight the Huron-Perth Catholic DSB Strategic Priorities 2007-2010. As a system we have much to celebrate!
- b) Review of feedback from the Director's visits and conversations across the system
- c) Realizing HPCDSB capacity for strategy development

6. Approval of Minutes of Regular Board Meeting of April 26th, 2010 (Enclosed)

7. BUSINESS ARISING FROM THE MINUTES

8. REPORTS

I COMMITTEE OF THE WHOLE, IN CAMERA

II EDUCATION (Enclosed)

1. Training and Support for School Secretaries - The accurate entry, storage, and retrieval of student information is becoming increasingly important, for school-based purposes, for board-wide needs, and for provincial requirements. Superintendent Dan Parr will introduce Sherry Poppe, Data Analyst, who will make a presentation on her work with secretaries in order to support them in this critical role.

2. Level 2 Strategy for Improved Student Learning - The aim of the Level 2 Strategy is to work more personally and precisely at individual schools with principals in order to support them as they monitor student learning. Superintendents Dan Parr and JoAnn MacGregor will present an update on this strategy.
3. Catholic Student Leadership - The Catholic Student Leadership Forum, held in March, and the individual school presentations for students in grades six, seven and eight, during April and May were a huge success! Superintendent JoAnn MacGregor will introduce Coordinators Lori Lynn Stapleton and Karen Tigani who will make a presentation.

III MANAGEMENT (Enclosed)

The following items will be presented to the Board:

1. The Board will receive a report regarding the Renewal of Insure My Kids Protection Plan (Student Accident Insurance Program).
2. The Board will receive an update regarding the Transportation Policy Change.
3. The Board will receive an update regarding the Jeanne Sauvé capital project.
4. The Board will receive an update regarding the 2010-2011 Grant for Student Needs.

IV PERSONNEL

V OTHER

9. ITEMS FOR ACTION
10. ITEMS FOR INFORMATION
 - Condolences on behalf of the HPCDSB for the month of May were sent to: Betty Quinlan, teacher at St. Ambrose on the death of her father-in-law, Dr. Vince Quinlan.
 - Cards of thanks (to be distributed)
11. CORRESPONDENCE
12. FUTURE BUSINESS
13. STUDENT TRUSTEE REPORTS
14. QUESTION PERIOD
 - Highlights of Board Activity (Enclosed)
15. ADJOURNMENT
16. CLOSING PRAYER – Father R. Bester

TO: Members of the Huron-Perth Catholic District School Board

RE: **TUESDAY, MAY 25, 2010 EDUCATION REPORT**

A. **ITEMS FOR ACTION**

1. nil

B. **ITEMS FOR INFORMATION AND DISCUSSION**

1. **TRAINING AND SUPPORT FOR SCHOOL SECRETARIES**

The accurate entry, storage, and retrieval of student information is becoming increasingly important, for school-based purposes, for board-wide needs, and for provincial requirements. We and all school boards have become heavily reliant on data, and consequently need it to be available to us in an immediate, accessible, and accurate form.

The provincial MISA initiative (Managing Information for Student Achievement) has been designed to enable boards to acquire the capacity for data-driven decision making through the development of hardware, software, and training. School secretaries play a critical role in entering, storing, and retrieving this data for our multiple purposes. The school secretaries have been supported in these requirements by our Data Analyst, Sherry Poppe.

Superintendent Dan Parr will introduce Sherry Poppe to make a presentation on her work with secretaries.

2. **LEVEL 2 STRATEGY FOR IMPROVED STUDENT LEARNING**

The aim of the Level 2 Strategy is to work more personally and precisely at individual schools with principals in order to support them as they monitor student learning. The focus of the strategy is on students who are achieving below the provincial standard and on supporting teachers in their learning so that these students will gain at least one level in their achievement by the end of this school year.

An update on this strategy will be presented by Superintendents Dan Parr and JoAnn MacGregor.

3. **CATHOLIC STUDENT LEADERSHIP**

The Catholic Student Leadership Forum, held in March, and the individual school presentations for students in grades six, seven and eight, during April and May, were a huge success! The keynote speakers for the forum, Greg Rogers and James from the Toronto Catholic District School Board, provided an interactive, informative and inspirational day which highlighted the *Ontario Catholic Graduate Expectations* and the qualities of Catholic student leaders. Students were empowered to heed the message, "*We are the World. We are the ones to make the world better!*" Our Catholic student leaders put their faith in action during their school presentations which highlighted the Ontario Catholic Graduate Expectations.

Superintendent JoAnn MacGregor will introduce Coordinators Lori Lynn Stapleton and Karen Tigani who will make a presentation.

C. **ITEMS FOR INFORMATION**

1. nil

Respectfully submitted:

Area Chairperson – Jim McDade

JMcD/nc



Deepening the Focus ~ 2009-2010

Level 2 Strategy for Improved Student Achievement Update May 25, 2010

Superintendents Dan Parr and JoAnn MacGregor

Components of Level 2 Strategy

- Schools in the Middle
- Grade 3 and Grade 6
- Board Improvement Plan – School Improvement Plan
- Monitoring Student Learning Visits

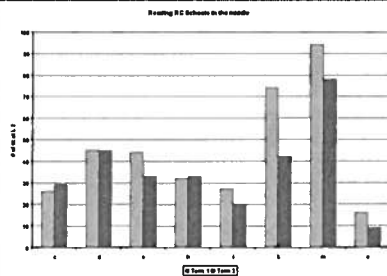


Schools in the Middle

- LNS supported
- 7 elementary schools – including those with weaker Grade 3 and 6 cohorts
- Principal and School Improvement Team
- School level focus from School Improvement Plan
- Student work L2 – L3



Update



Grade 3 and Grade 6

- Regular tracking of students achieving Level 2 by teachers and principal, i.e., Count Every Student
- Regular conversations with SO
- School-based and/or classroom-based interventions (Teaching-Learning Critical Pathway, resource support, volunteer support)
- Data collection – Board (Teaching-Learning Critical Pathway, Report Card Term 1)

TO: Members of the Huron-Perth Catholic District School Board
RE: TUESDAY, May 25, 2010 MANAGEMENT REPORT

A. ITEMS FOR ACTION

1. Renewal of Insure My Kids Protection Plan - We have received a report from A.W. Schreiber Benefit Consultants Ltd. regarding renewal of the Insure My Kids Protection Plan (Student Accident Insurance Program) through Reliable Life. The premium rates remain the same as in 2009-10. (attached)

RECOMMENDATION:

That the Huron-Perth Catholic District School Board approve the renewal of the Student Accident Insurance with Reliable Life for the 2010-11 school year.

B. ITEMS FOR INFORMATION AND DISCUSSION

1. Update regarding Transportation Policy Change. (attached)

As the Board is aware, Transportation Policy 3F:3 - Transportation Of Urban Pupils – Elementary is changing effective September 1, 2010. This policy change was implemented as part of the Huron-Perth Student Transportation Consortium and the Ministry of Education directive for common transportation policies between coterminous boards. The walking distance of 1.6 km is consistent to the Avon Maitland District School Board's policy regarding walking distances. We have sent out letters to those families affected by this policy change, to provide notification early enough to allow time to make the necessary arrangements for the school startup in 2010.

2. Update regarding the Jeanne Sauvé capital project.

We have been working with Terry Marklevitz Architects Inc. on the timeframes and scope for the project. The current plan is to have tender documents ready for July with tendering in the month of August. We expect that the results of the tender will be presented to the Board for approval at its August meeting.

3. Update regarding 2010-2011 Grant for Student Needs. (verbal)

C. ITEMS FOR INFORMATION

1. Tender information regarding school supplies, photocopiers and Precious Blood School lighting. (attached)

Respectfully submitted:
Area Chairperson – Ron Marcy

GHT/vb
Att.



A subsidiary of Stevenson & Hunt Insurance Brokers Limited

May 10, 2010

Mr. Gerry Thuss
Superintendent of Business & Treasurer
Huron Perth Catholic District School Board
87 Mill Street, P.O. Box 70
Dublin, Ontario N0K 1E0

Dear Gerry,

Re: Renewal of 'Insure My Kids Protection Plan' – Reliable Life – 2010/2011

The Insure My Kids Protection Plan (formerly known as the Student Accident Insurance Program) has been insured through Reliable Life since September 1, 2006.

The plan is underwritten on a fully-pooled basis. As a result, premiums are collected directly by Reliable Life and claims are paid directly to the parents/guardians of the students. An annual accounting is not performed. The proposed premium rates are the same across the province for all School Boards. The premium rates offered this year remain the same as the rates offered last year and are shown below on a per child basis. Reduced rates for families with three or more children are also available and shown on the enclosed document.

Renewal Process

Each May, Reliable Life sends out their renewal proposal and provides the Board with an opportunity to participate during the upcoming school year. As a result, Reliable Life has sent their proposal to our office and, in turn, we have reviewed the document and have enclosed their proposal with this letter.

Reliable Life has removed the Plan 1 level of coverage and renamed the remaining plans as shown below, to enable parents to more readily identify the levels of coverage offered to the students.

The Plan changes are:

- ✓ Effective August 1, 2010 a French website will be available
- ✓ Decreased the number of plan choices by removing Plan 1
- ✓ Renamed the remaining plan choices to make them more recognizable:
 - Platinum (formerly Super Plan Plus) @ \$26.50/child
 - Gold (formerly Super Plan) @ \$18.50/child
 - Silver (formerly Plan 3) @ \$14.00/child
 - Bronze (formerly Plan 2) @ \$12.00/child
- ✓ Increased the death benefit for Silver and Bronze Plans:
 - Silver - \$7,500 (from \$5,000)
 - Bronze - \$7,500 (from \$3,000)
- ✓ Bronze Plan is now the lowest coverage available at a cost of \$12.00/child

23 Roy Street, Kitchener, ON N2H 4B4

TEL: 519.578.2000 | TOLL FREE: 800.267.4983 | FAX: 519.578.8755

Mr. Gerry Thuss
May 10, 2010
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We have reviewed the Reliable Life renewal document and have provided clarification on the following policy changes:

Benefit Description – Blanket Dental Accident Reimbursement

Page 7, Line #5: Added the wording “other than a family member” which means that the attending dentist must not be a family member.

Platinum Travel Protection Plan

Page 10 – Emergency Hospital/Medical Services section

Changed wording to “up to policy total of \$100,000” (from “up to \$100,000”). The wording change provides clarification that the policy provides \$50,000 worth of coverage from the base plan and provides \$50,000 worth of coverage from the Platinum Travel Protection Plan up to a policy maximum of \$100,000 of coverage.

A copy of the contract is enclosed as well as a summary/comparison of Reliable Life’s plan with another carrier for your review.

Enrolment Statistics

Last year, according to the request for enrolment packages, there were 4,865 students in the Board. We have enclosed the Board’s participation report for last four school years.

Communications

The Board may wish to consider the following forms of communication to the parents:

- Place an article in the school newsletters in September, November and again in January/February when the new semester/term begins. (Coverage would go into effect on the date the completed application is received by Reliable Life and continue through to September 30th of the following year).
- Send a communication sheet home with children attached to the information bundle sent to parents at the beginning of the school year and include in ‘checklist’.
- Provide Insure My Kids Protection Plan coverage information on the Board’s website and provide a direct link to Reliable Life’s website.
- Place a reminder notice in a local newspaper, mid-September, reminding parents to complete and return the application form.
- Provide an Insure My Kids Protection Plan information handout from the Board as an attachment to, or at the bottom of, the team sports enrolment/waiver form.
- Leave additional forms in teacher’s rooms or in the school foyer for parents to read during parent-teacher interviews and/or place a large notice on the bulletin board.

Mr. Gerry Thuss
May 10, 2010
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- Place reminders on all permission slips for off property school trips with the Boards recommendation that student accident insurance be purchased. Parents can be referred to Reliable Life's website www.insuremykids.com for ease of direct on-line application, the 1-800 number for contacting a Reliable Life representative or the Board's website (if link is added).
- Provide Insure My Kids Protection Plan information on your monthly calendar of events.

Next Steps

1. Please confirm the Board's intent to continue providing this coverage through Reliable Life by completing the Supplies Order Form at the back of the proposal document and return it to A. W. Schreiber by June 4, 2010.
2. Update the enclosed Board's school listing form and return it to A. W. Schreiber Benefit Consultants Ltd. before the middle of June. This will provide time for Reliable Life to have the application/information packages delivered to your Board office by the middle of August.
3. Provide school directories for both panels to assist in the delivery and distribution of materials.
4. Confirm the summer hours of the schools and the proposed courier delivery schedule.
5. Review your current communication plan and decide how best to communicate to parents, the importance of purchasing the Insure My Kids Protection Plan during the upcoming year.

Should you have any questions or concerns, please call.

Yours truly,



Susan M. Healey, CHRP, CEBS, ISCEBS Fellow
Senior Consultant

Enclosures

Participation / Claims
Reliable Life Insurance Company - Student Accident Insurance
As At 2010/03/31

Contact: Susan Healey
A.W.Schreiber Benefit Consultants Ltd.
23 Roy Street
Kitchener ON
N2H 4B4
Tel: 519-578-2000
Fax: 519-578-8755

SAI079 - Huron Perth Catholic District School Board

		Claim Report		
Policy Year	Benefit - Class Description	Paid Claim	O/S Claim Reserves	Total Claims
2006	Medical- Hospital Expenses	220.00	0.00	220.00
	Year Total	220.00	0.00	220.00
2007	Medical- Hospital Expenses	132.56	0.00	132.56
	Year Total	132.56	0.00	132.56
2009	Dental - Reserve	0.00	700.00	700.00
	Dental- Dental Treatments	125.00	0.00	125.00
	Year Total	125.00	700.00	825.00
	Board Total	477.56	700.00	1,177.56

		Participation Report		
Policy Year	Plan Description	# of Insureds	# of Students In Board	Percentage Insured
2006	Super Plan Plus	63		
	Super Plan	25		
	Plan 3	4		
	Plan 2	3		
	Plan 1	20		
	Univ / College	14		
	Year Total	129	5,404	2.4 %
2007	Super Plan Plus	83		
	Super Plan	16		
	Plan 3	17		
	Plan 2	1		
	Plan 1	31		
	Univ / College	6		
	Year Total	154	5,404	2.8 %
2008	Super Plan Plus	89		
	Super Plan	26		
	Plan 3	8		
	Plan 2	1		
	Plan 1	36		
	Univ / College	12		
	Year Total	172	5,404	3.2 %
2009	Super Plan Plus	111		
	Super Plan	13		
	Plan 3	8		
	Plan 2	11		
	Plan 1	19		
	Univ / College	2		
	Year Total	164	5,404	3.0 %



Huron-Perth Catholic District School Board

Mail PO Box 70 Dublin ON N0K 1E0 Website www.huronperthcatholic.ca
Phone 519 345 2440 Fax 519 345 2449

SBT 0??/10

May 10, 2010

NAME
ADDRESS
CITY, ON PC

Dear NAME:

Re: Policy 3F:3 - Transportation Of Urban Pupils - Elementary

The Ministry of Education has recently undertaken a review of the transportation services provided by the Huron-Perth Student Transportation Consortium. This Consortium is a joint operation between the Avon Maitland District School Board and the Huron-Perth Catholic District School Board to provide student transportation services in Huron and Perth counties.

One of the best practices identified by the Ministry of Education is that coterminous Boards should have similar transportation policies.

The current policy regarding eligibility for transportation is as follows:

- 1. For pupils enrolled in regular classes and living in urban centres (where a Separate School exists, i.e., Clinton, Exeter, Goderich, Seaforth, St. Marys, Wingham, Zurich and the City of Stratford), within a 1.2 kilometre (three-quarter mile) radius (designated by the Board) from the assigned school, no transportation will apply.*

Effective September 1, 2010, the new policy regarding eligibility for transportation is as follows:

- 1. For pupils enrolled in regular classes and living in urban centres (where a Catholic School exists, i.e., Clinton, Exeter, Goderich, Seaforth, St. Marys, Wingham, Zurich and the City of Stratford), whose registered residence from the school is 1.6 kilometres or less measured by the nearest highway, street, road or registered walkway to the school, no transportation will apply.*

As your registered residence is 1.6 km or less measured by the nearest highway, street, road or registered walkway to the school, based on this new policy no transportation will apply. We hope by providing this information early enough that this notification will allow you to make the necessary arrangements for school startup in September 2010.

Yours sincerely,

G. H. Thuss
Superintendent of Business and Treasurer

/vb
Enclosure

THE HURON-PERTH CATHOLIC DISTRICT SCHOOL BOARD

SUBJECT:

TRANSPORTATION OF URBAN PUPILS -
ELEMENTARY

3F:3



POLICY STATEMENT:

The Huron-Perth Catholic District School Board wishes to limit the walking distance of pupils from urban areas attending classes at its schools and will provide transportation from home to the assigned school of attendance and return, once daily, for all eligible pupils in accordance with the terms set out herein.

PROCEDURE:

1. For pupils enrolled in regular classes and living in urban centres (where a Separate School exists, i.e., Clinton, Exeter, Goderich, Seaforth, St. Marys, Wingham, Zurich and the City of Stratford), within a 1.2 kilometre (three-quarter mile) radius (designated by the Board) from the assigned school, no transportation will apply.
2. For pupils enrolled in regular classes and living in urban centres specified in Item (1) beyond a 1.2 kilometre (three-quarter mile) radius (designated by the Board) from the assigned school, from pick-up points designated by the Board.
3. In small rural centres where no Separate School exists, from pick-up points specified by the Board.
4. For pupils attending optional French Immersion classes at a school designated by the Board, the preceding distances will apply.
5. It is understood that pupils may be required to walk a distance up to 1.2 kilometres (three-quarters of a mile) to reach pick-up points described in Items (2) and (3) above.

EFFECTIVE SEPTEMBER 1, 2010

PROCEDURE:

1. For pupils enrolled in regular classes and living in urban centres (where a Catholic School exists, i.e., Clinton, Exeter, Goderich, Seaforth, St. Marys, Wingham, Zurich and the City of Stratford), whose registered residence from the school is 1.6 kilometres or less measured by the nearest highway, street, road or registered walkway to the school, no transportation will apply.

continued

PROCEDURE:

- 2. For pupils enrolled in regular classes and living in urban centres specified in Item (1) whose registered residence from the school is beyond a 1.6 kilometre measured by the nearest highway, street, road or registered walkway to the school, transportation will be provided from pick-up points designated by the Board.
- 3. In small rural centres where no Catholic School exists, from pick-up points specified by the Board.
- 4. For pupils attending optional French Immersion classes at a school designated by the Board, the preceding distances will apply.
- 5. It is understood that pupils may be required to walk a distance up to 1.6 kilometres to reach pick-up points described in Items (2) and (3) above.

BOARD APPROVAL:

August 24, 1998
August 30, 2004
April 27, 2009

EFFECTIVE DATE:

August 25, 1998
August 31, 2004
April 28, 2009

May 25, 2010

TO: Members of the Huron-Perth Catholic District School Board
FROM: Gerry Thuss, Superintendent of Business
RE: Tender Information

BACKGROUND:

Over the past month a number of tenders were initiated by the Business department. These purchases are under \$100,000 and meet the purchasing guidelines for approval by the Superintendent of Business and Director of Education. A summary of these are included below for your information.

School Supplies:

The Ontario Educational Collaborative Marketplace (OECM) conducted a tender process for general office supplies which was awarded to Grand & Toy and Staples. The Board is also able to join in on the tender that the Avon Maitland District School Board undertook for general office supplies (awarded to Micro-age Basics).

A comparison of the OECM and the Avon Maitland tender pricing was carried out. The comparison was based on the estimated quantities required by the Board. For copy paper, which is a major portion of the consumable dollars, the estimate was based on the actual dollars spent on photocopying charges for the preceding twelve month period and the known cost per copy charge.

The results of the comparison found that Micro-age Basics was the low supplier. The estimated cost of the general office supplies for the required estimated quantities was:

- \$88,703 for MicroAge Basics of Goderich
- \$88,730 for Grand & Toy

The result was a difference of \$27, with MicroAge Basics being the lower.

The Board has in the last number of years purchased from MicroAge Basics and have found them to be excellent to deal with in respect to customer service, delivery and quality of product. The 2010-11 office supplies order has been placed *with MicroAge Basics of Goderich*.

Photocopiers

The contract for the current fleet of elementary copiers is expiring at the end of October 2010. Kevin Kale of this office has been monitoring the Ontario Educational Collaborative Marketplace (OECM) and their process to evaluate vendors and their equipment. The OECM conducted a tender process which fulfills the Board's requirements to have an open and fair process for acquiring goods and services.

OECM has accepted the bid of Xerox Canada to supply copiers for those organizations that wish to enter into a contract for copier equipment. The contract covers the period June 30, 2009 to June 30, 2012 with the possible extension to June 30, 2014.

The actual unit supplied to a school will be based on the estimated monthly copies to be produced by the school. The cost per copy (CPC) will depend on the particular unit in the school ranging from \$ 0.0126 to \$ 0.0319. The CPC of the current contract has been \$ 0.0184 per copy.

Xerox has indicated that although the existing contract does not expire until October 2010 the Board can cancel the existing contract immediately, without penalty, and join the current OEMC and reduce the Board's cost as early as possible.

The expected annual savings by participating in the OEMC tender is as follows:

Location	Per impression	AMCV	April 1st - Xpert	Current Monthly Cost	Annual Cost
St. Marys	0.0184	23 600	16509	\$303.77	\$3 645 19
Stratford	0.0184	8 600	7918	\$145.69	\$1 748 26
Stratford	0.0184	41 500	35,033	\$644.61	\$7 735 29
Dashwood	0.0184	19 800	15,159	\$278.93	\$3 347 11
Exeter	0.0184	21 300	17,762	\$328.82	\$3 921 85
Wingham	0.0184	18 500	16,019	\$294.75	\$3 537 00
Stratford	0.0184	35 900	26,669	\$490.71	\$5 888 52
Stratford	0.0184	38 700	35,986	\$662.14	\$7 945 71
Zurich	0.0184	20 100	16,178	\$297.68	\$3 572 10
St Columban	0.0184	16 500	11,854	\$218.11	\$2 617 38
Seaforth	0.0184	23 200	15,657	\$288.09	\$3 457 07
Clinton	0.0184	20 500	18,625	\$342.70	\$4 112 40
Stratford	0.0184	25 800	18,336	\$337.38	\$4 048 59
Sebringville	0.0184	14 900	11,108	\$204.39	\$2 452 65
Dublin	0.0184	11 800	9,186	\$150.62	\$1 807 47
Goderich	0.0184	48 900	42,600	\$769.36	\$9 272 32
		389400	313899	\$5,775.74	\$69 308 90

Location	OECM Model	Per impression	AMCV	April 1st - Xpert	Proposed Monthly Cost	Proposed Annual Cost
St. Marys	5645	0.0126	23 500	16509	\$208.01	\$2,496.16
Stratford	5665	0.0126	50 000	42,951	\$541.18	\$6,494.19
Dashwood	5645	0.0126	19 500	15,159	\$191.00	\$2,292.04
Exeter	5645	0.0126	21 000	17,762	\$223.80	\$2,685.61
Wingham	5645	0.0126	18 500	16,019	\$201.84	\$2,422.07
Stratford	5645	0.0126	35 000	26,669	\$336.03	\$4,032.35
Stratford	5665	0.0126	38 500	35,986	\$453.42	\$5,441.08
Zurich	5645	0.0126	20 000	16,178	\$203.84	\$2,446.11
St Columban	5638	0.0199	16 500	11,854	\$235.89	\$2,830.74
Seaforth	5645	0.0126	23 000	15,657	\$197.28	\$2,367.34
Clinton	5645	0.0126	20 500	18,625	\$234.68	\$2,816.10
Stratford	5645	0.0126	25 500	18,336	\$231.03	\$2,772.40
Sebringville	5638	0.0199	14 500	11,108	\$221.05	\$2,652.59
Dublin	5632	0.0319	11 500	9,186	\$261.13	\$3,133.60
Goderich	5665	0.0126	48 500	42,600	\$540.54	\$6,486.48
		0	388000	313899	\$4,280.74	\$51,368.88

Monthly Savings	\$1,495.00
Annual Savings	\$17,940.02
2% rebate	\$1,027.38
Total Projected Annual Savings	\$18,967.40

- The blended rate would be \$ 0.0136 per copy
- 12 units at \$ 0.0126, 2 units at \$ 0.0199, and 1 unit at \$ 0.0319
- The overall pre-tax savings would be \$17,940
- The 2% rebate from OEMC would be \$1,027

The Board will be entering into the existing OEMC contract with Xerox Canada Ltd. to provide one photocopier unit for each elementary school of the Huron-Perth School Board for the period up to and ending June 30, 2012 with the possible extension to June 30, 2014.

Precious Blood Lighting

This tender is for work associated with the Energy funding. A report from the consulting engineers is attached for information. The successful tender was awarded to Brad Baker Plumbing, Heating & Electrical Incorporated in the amount of \$45,300.00 and HST of \$5,889.00.

MNE **Engineering Incorporated**

309-1601 River Road East, Kitchener, Ontario N2A 3Y4
T: (519) 894-9408 F: (519) 894-5682 www.mneengineering.ca

May 8, 2010

Mrs. Anne Marie Nicholson
The Huron-Perth Catholic District School Board (HPCDSB)
87 Mill Street, P.O. Box 70
Dublin, Ontario N0K 1E0

RE: Tender Report
Precious Blood Catholic Elementary School - East Lighting Upgrade
MNE Project No. 10046

This letter serves to summarize the tendering process for the aforementioned project.

As part of the ongoing facilities upgrades for HPCDSB, and specifically in response to the energy saving initiatives outlined by VIP Energy Services, MNE Engineering was retained to prepare drawings and specifications suitable for tender. The design mandate was to replace or modify the existing lighting fixtures with new, energy efficient fixtures, ballasts, lamps and controls.

To aid in the timely completion of the project, MNE recommended that the HPCDSB enter directly into an agreement with Metalumen Manufacturing for 'Owner Supplied' fixtures. Metalumen have been directly involved in many school lighting upgrades with numerous Ontario school boards, and have developed an economical product specifically tailored to replace the suspended fluorescent fixtures found in many of the HPCDSB classrooms. MNE evaluated the Metalumen product, performed lighting simulations, and agreed that it was a suitable fixture for the application.

MNE specified the type and quantity of 'Owner Supplied' fixtures applicable to this project, and calculated the total to be \$5,160.66 + value added taxes, for a total of **\$5,831.55**.

An ad was placed in the Daily Commercial News, the tender package was posted at the Construction Associations, and the tender package was made available to all interested Electrical Contractors. Five contractors received the tender package directly from our office.

The following table summarizes the results that were received prior to the specified closing time:

Contractor	Contract Price	HST
Brad Baker Plumbing, Heating & Electrical Incorporated	\$45,300.00	\$5,889.00
JMR Electric Limited	\$49,700.00	\$2,485.00**
Pfaff Electric Limited	\$46,300.00	\$6,019.00
J.W Kelly's Electric Limited	\$55,344.00	\$7,194.72

**Listed only GST for value added taxes.

Brad Baker's submission was in order.

MNE has been involved with multiple successful projects involving Brad Baker Plumbing, Heating & Electrical. We find them to be capable. We therefore recommend that the HPCDSB award this contract to Brad Baker Plumbing, Heating & Electrical Incorporated for the total amount of **\$51,189.00** (Contract Price + HST). MNE recommend that the HPCDSB carry a 10% contingency allowance for this type of project.

The total cost of the project with the 'Owner Supplied' fixtures and taxes is **\$57,020.55**, excluding the recommended contingency.

If you have questions or require any additional information, please do not hesitate to contact our office.

Regards,



Andrew Gubbels, P.Eng.
Project Engineer



Huron-Perth Catholic District School Board

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Highlights of Board Activity – May 2010

1. King's University College Presentation

Secondary Learning Coordinator, Karen Tigani, presented to students at King's who are enrolled in the Catholic Studies Program. The presentation articulated a vision of the learner framed by our Catholic faith, the virtue of hope and a student success philosophy. This presentation paralleled three presentations Karen gave at the Faculty of Education to current pre-service students who are preparing to teach Religion in Ontario's Catholic schools. These discussions help prepare candidates to teach in Catholic schools. Karen also delivered a similar presentation to the teachers in our "Journey to Leadership" program. (Strategic Priority: Continue to ensure Catholic faith permeates all areas of the curriculum, and the students' academic, social and physical well-being)

2. Student Leadership Presentations

Over the past 2 months, students from all of our Catholic elementary and secondary schools have been leading presentations in each elementary school about the *Ontario Catholic Graduate Expectations* and being a Catholic student leader. These presentations, entirely student-led, reflect our board mission statement beautifully. Elementary students experienced and witnessed the enthusiasm of our secondary students as they demonstrated their role as a Catholic leader and the importance of a Catholic secondary school education. (Strategic Priority: Use the Catholic Graduate Expectations in planning learning experiences)

3. Secondary Teacher Retreat

On May 19th and 20th a group of secondary teachers attended an invitational retreat entitled "Embracing Your Vocation". The retreat was designed to renew, rejuvenate and recharge teachers' commitment to Catholic Education, as well as to build community and nurture faith development for the teachers gathered. Teachers were inspired to share their own experiences as Catholic teachers and to seek ways to articulately and consistently live, speak and share their faith in their role as Catholic teachers. A highlight was a very intimate Mass with Father Tom Donohue. (Strategic Priority: Staff is provided with opportunities for spiritual formation)

4. Stuff that Bus!

On May 11, 2010, the Huron-Perth Catholic school communities participated in their third annual 'Stuff that Bus' food drive. Four busses of food donations were delivered to the St. Vincent de Paul Society in both counties. The busses and drivers were graciously donated by Murphy and First Student bus companies. (Strategic Priority: Continue to ensure Catholic faith permeates all areas of the curriculum)

5. Catholic Education Week - "Catholic Education: Rejoicing in Hope"

Catholic Education Week was celebrated from May 2 to May 7, 2010. This year's theme, *Catholic Education: Rejoicing in Hope*, was celebrated in a system-wide Eucharistic Celebration and *Mother Teresa Faith in Action Awards*. Our Catholic schools celebrated the gift of Catholic Education with special prayers, activities and presentations. (Strategic Priority: Enhanced connectedness with the wider community with an emphasis on deepening home-parish-school relationships)

6. Catholic Student Trustee Award Recipients

A grade eight representative from each of our Catholic elementary schools and two student representatives from each of our Catholic secondary schools were chosen as the recipients of the *Catholic Student Trustee Award*. On Thursday, May 13, 2010, students gathered at St. Michael Catholic secondary school for a retreat day which focused on the Ontario Catholic Graduate Expectations, the Beatitudes and being a faithful witness to Jesus Christ. Dan Moynihan from St. Peter's Institute of Faith Formation in London, facilitated the morning with a focus on being an authentic Catholic leader. Our Chaplaincy Leaders led afternoon workshops and Religion and Family Life Coordinator, Lori Lynn Stapleton, facilitated a guided meditation for the students. After Mass, principals shared how their student is a living witness to Catholic

Gospel values. Our Trustees presented a commemorative plaque to each student. (Strategic Priority: Catholic Graduate Expectations are integrated throughout our curriculum and celebrated in our school communities)

7. **Earth Week 2010**

Huron and Perth Catholic schools participated in a variety of ways to celebrate Earth Week 2010! There were activities such as tree planting ceremonies, prayer services and garbage pick up to demonstrate stewardship of God's creation. EcoSchools were busy highlighting the importance of waste minimization, energy conservation, greening and environmental literacy. (Strategic Priority: Our Catholic faith/teachings are infused across all curriculum areas)

8. **St. Anne's Graduation Celebration**

St. Anne's graduates, their families, and guests are invited to the St. Anne's Graduation Mass, on June 6 at 2:30 p.m., at St. Anne's. Reception will follow, and those who choose will stay for dinner at 5:00 p.m. (Strategic Priority: Increased achievement of the nine provincial indicators of Student Success, including graduation rate)

9. **Arts Festival 2010**

On Tuesday, May 4th and Wednesday, May 5th, 2010, all schools participated in the Huron-Perth Catholic DSB's Sixth Annual Performing Arts Festival. The purpose of this amazing annual event is to raise the profile of Arts education in our school board and to celebrate and share the achievements of the Arts programs in our Catholic schools. The focus of the day was showcasing students' God-given talents and gifts of music, visual arts, drama and dance. (Strategic Priority: The Arts Festival continues to expand in format and in participation)

10. **Native Studies PLC**

A team of 5 secondary teachers attended a regional Native Studies PLC at **Kettle Point**. The day involved working with the principal of **Hillside Elementary School** who facilitated a tour of the school and the First Nations Reservation area led by community elders. Teachers from across the region engaged in sharing native studies questions and resources with one another. (Strategic Priority: Teachers will understand and participate in Professional Learning Communities)

11. **Learning for All PLC**

Secondary teachers, from St. Anne's and St. Michael, engage in rich discussion and dialogue about the *Effective Schools Research* and Larry Lezotte's vision of "compulsory learning for all students". In June, these teachers will be visiting two Catholic secondary schools in the Toronto Catholic DSB to learn from other "models of success". (Strategic Priority: Teachers will understand and participate in Professional Learning Communities)

12. **Truancy Protocol Committee**

A board team have been part of an on-going dialogue with community partners including the **Huron Perth Centre, The Children's Aid Society, The Probation Offices of Huron and Perth, Avon Maitland District School Board, Choices for Change** and others to examine the issue of truancy and extreme absenteeism. The goal is to share best practices to ensure that young people in Huron and Perth counties are well supported and that regular attendance at school remains a priority for all of the stakeholders in our community. This discussion will now take place on-line, as we continue to work together to support student success. (Strategic Priority: Increased achievement of the Nine Provincial indicators of Student Success will occur)

13. **Skills Canada**

Skills Canada is a nation-wide skilled trades competition for secondary and post-secondary students. This year's **Southwestern Ontario Technical Skills** qualifying competitions were held at **Fanshawe College**. The following students will proceed to the Skills Ontario Provincial Competition May 17-19, 2010:

- Matt Nigh (St. Anne), Individual Carpentry, 1st place;
- Justin Thomson (St. Michael), Welding, 1st place;
- Shaun Louwagie (St. Michael), Small-powered Equipment, 2nd place;
- Victoria Grant and Garrett Schlievinsky (St. Michael), Animation, 2nd place.

(Strategic Priority: Destination-based pathways will be expanded)

14. **St. Michael Band**
The St. Michael Concert Band and the St. Michael Jazz Band recently competed in the **Stratford Kiwanis Festival**. Both bands were very successful and have been recommended to proceed to Provincial Finals in Peterborough. (Strategic Priority: All elements of *The Arts* will be enhanced)
15. **St. Michael Drama Presents *Godspell***
The St. Michael Drama club presented *Godspell* on May 13 at 7:00 p.m., May 14 at 7:00 p.m., and May 16 at 2:00 p.m., at St. Michael School. (Strategic Priority: All elements of *The Arts* will be enhanced)
16. **St. Anne's Student on Minister's Student Advisory Council**
The Minister of Education is very committed to hearing more students' voices in Education. Through the provincial *Speak Up* process, secondary students from across the province have been invited to serve on the **Minister's Student Advisory Council**. St. Anne's student, Elizabeth Ibrahim, has been selected, and was invited to meet with the Minister and other student members on May 12th in Toronto. (Strategic Priority: Increased achievement of the Nine Provincial Indicators of Student Success)
17. **School District Reviews**
Four of our elementary schools participated in a district review in April and May. The review consists of a school visit hosted by the principal and School Improvement Team. The district team (comprised of the SEF superintendent, a principal and a coordinator) engages in conversation with school staff and students about improving student achievement. (Strategic Priority: Teachers in collaboration with the principal will use measurable and attainable targets that have been set for every child)
18. **Official Languages in Education Program - FSL Initiatives**
Twenty-two French Core and Immersion teachers are participating in French Technology Training through this Ministry grant. Each teacher is learning to use an iPod Touch and a HD Camera. The training provides them with skills needed to bring technology into their classrooms and integrate with oral language development. Lesson design and differentiating instruction using technology is also explored. (Strategic Priority: French language opportunities will be enhanced with the "Renewal of French Second Language")
19. **Senior Technochallenge**
The Regional Senior Technochallenge was held on May 6 at the **Seaforth Arena**. St. James School won the team competition and receives a \$200 prize to support their Intermediate Science and Technology program. Congratulations also to St. Patrick's School, Kinkora, for winning a gold medal in the Crane Construction competition! (Strategic Priority: Students' work is displayed, viewed and celebrated)
20. **Junior Technochallenge**
The Regional Junior Technochallenge was held on April 29th at the **Seaforth Arena**. St. Ambrose School finished second overall and receives a cash prize of \$150 to support their Junior Science and Technology program. One of their performance highlights was finishing first and third in the windmill build-ahead challenge! (Strategic Priority: Students' work is displayed, viewed and celebrated)
21. **Elementary Basketball**
Three divisional tournaments for Elementary Basketball were held on April 27th – 29th. This is an opportunity for our students to demonstrate the shooting, passing, and ball handling skills they have been practicing. Great teamwork, sportsmanship and athletic skills are showcased during this three day event at St. Anne's Secondary School and St. Michael Secondary School. Our school winners included:
- (i) **A Division:**
Girls Champion: St. Mary's School, Listowel
Boys Champion: St. Mary's School, Listowel
 - (ii) **AA Division:**
Girls Champion: Our Lady of Mt. Carmel School, Mt. Carmel
Boys Champion: St. Mary's School, Goderich
 - (iii) **AAA Division:**
Girls Champion: Holy Name of Mary School, St. Marys
Boys Champion: St. Joseph's School, Stratford

(Strategic Priority: A healthy school environment will be fostered with an emphasis on nutrition, wellness and daily physical activity)

22. **SMARTBoard Training in Mathematics**

On Monday, May 18th teachers from grade 7 - 10 received training on the use of Math Tools and Notebook software to promote the use of SMARTboards in Mathematics instruction. (Strategic Priority: All teaching staff will focus on the improvement of literacy and mathematical literacy)

23. **Growing Success**

A board team attended a regional training session on the **Ministry of Education's** new Assessment and Evaluation document *Growing Success*. A gap analysis will determine areas in our existing board policy that need updating. Presently, teachers have access to the new document on-line. (Strategic Priority: Teachers and principals will continue to develop skills in data collection, analyses and assessment for learning and of learning with an emphasis on our youngest learners)

BOARD MISSION STATEMENT

We are a Catholic School Board. We serve our students, working with the home, parish and school community to:

- *Nurture a Christ-centred environment;*
- *Provide student-focused learning opportunities;*
- *Support the growth of the whole person.*