



THE HURON-PERTH CATHOLIC DISTRICT SCHOOL BOARD

REGULAR BOARD MEETING

MONDAY, SEPTEMBER 27, 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
6. Approval of Minutes of Regular Board Meeting of August 23rd, 2010 (Enclosed)
7. BUSINESS ARISING FROM THE MINUTES
8. REPORTS
 - I COMMITTEE OF THE WHOLE, IN CAMERA
 - II EDUCATION (Enclosed)
 1. EQAO 2010 - The Huron-Perth Catholic District School Board celebrates the success of our students in the province wide assessment in grades three, six and nine. Superintendents Dan Parr and JoAnn MacGregor will present a summary of the results and strategies for continued student improvement.
 2. School Improvement Planning - The Board's approach to Realizing Our Capacity through School Improvement Planning is collaborative, research-based, focused on supporting the growth of the whole person, and precisely aligned to our Core Literacy Strategy. Superintendents Dan Parr and JoAnn MacGregor will present a summary of our approach to School Improvement Planning.
 - III MANAGEMENT (Enclosed)

The following items will be presented to the Board:

 1. The Board will receive Policy 3F:3 – Transportation of Urban Pupils – Elementary.
 2. The Board will receive Policy 3A:5 – Expression of Sympathy/Get Well.
 3. The Board will receive information regarding the Huron-Perth Catholic District School Board Election Compliance Audit Committee.

4. The Board will receive a report regarding tender opening for boiler replacement at St. Michael Catholic Secondary School, Stratford.
5. The Board will receive a letter regarding the 2008/2009 Financial Statements Review.
6. The Board will receive a report regarding opening day enrollment.
7. The Board will receive a Ministry of Education memorandum regarding the Request for Updated Capital Priorities.

IV PERSONNEL

V OTHER

- SEAC Minutes of June 15th, 2010 (enclosed)

9. ITEMS FOR ACTION

- Winter Hours for Board Meetings (Enclosed)
- October Board Meeting (Enclosed)

10. ITEMS FOR INFORMATION

- Mass cards and condolences on behalf of the HPCDSB for September were sent to: Sue Salter, LTO teacher at St. Ambrose, and Edda Lang, EA at St. Joseph's, Stratford on the death of their mother and mother-in-law, Heidi Lang; Sandy MacMillan, EA at St. Aloysius on the death of her father Wilbert Herman; Elaine Bancroft, teacher at St. Michael's on the death of her brother-in-law, Robert Gorman; Elisabeth Spaleta, teacher at St. Mary's School, Goderich on the death of her father-in-law Ivo Spaleta; Pat Nigh, EA at St. Michael's, on the death of his mother-in-law, Carol McNall.

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: **MONDAY, SEPTEMBER 27, 2010 EDUCATION REPORT**

A. **ITEMS FOR ACTION**

1. nil

B. **ITEMS FOR INFORMATION AND DISCUSSION**

1. **EQAO 2010**

The Huron-Perth Catholic District School Board celebrates the success of our students in the province wide assessment in grades three, six and nine. The tests were conducted in June 2009 in the areas of Reading, Writing and Mathematics for grades three and six, and Mathematics for grade 9 Academic and Applied classes.

Superintendents Dan Parr and JoAnn MacGregor will present a summary of our results and strategies for continued student improvement.

2. **SCHOOL IMPROVEMENT PLANNING**

Our Board's approach to Realizing Our Capacity through School Improvement Planning is collaborative, research-based, focused on supporting the growth of the whole person, and precisely aligned to our Core Literacy Strategy. Our Teachers, Principals, Coordinators and Superintendents are engaged in a thorough analysis of board and school data, and are developing research-based strategies to pursue continuous improvement of student learning through School Improvement Planning.

Superintendents Dan Parr and JoAnn MacGregor will present a summary of our approach to School Improvement Planning.

C. **ITEMS FOR INFORMATION**

1. nil

Respectfully submitted:

Area Chairperson – Jim McDade

JMcD/mvb



EQAO 2010

Dan Parr & JoAnn MacGregor
Superintendents of Education

September 27, 2010

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.

Grade 3 and Grade 6 EQAO

| Grade 3 | Writing | Math | Grade 6 | Writing | Math |
|----------|---------|------|---------|---------|------|
| HPCDSB | 71% | 74% | 78% | 78% | 82% |
| Province | 62% | 70% | 71% | 72% | 61% |

Grade 9 Mathematics

| Grade 9 | Academic | Applied |
|----------|----------|---------|
| HPCDSB | 69% | 49% |
| Province | 62% | 40% |

Preliminary Analysis

Grade 3 students in the Huron-Perth Catholic District School Board outperformed the province in all three areas.

- 71% of the Grade 3 students achieved Level 3 or 4 in Reading compared to the provincial average of 62%.
- 74% of Grade 3 students achieved Level 3 or 4 in Writing compared to the provincial average of 70%.
- 76% of Grade 3 students achieved Level 3 or 4 in Mathematics compared to the provincial average of 71%.

Preliminary Analysis

Grade 6 students in the Huron-Perth Catholic District School Board continue to out-perform the province in all areas.

- 78% of the Grade 6 students achieved Level 3 or 4 in Reading compared to the provincial average of 72%.
- 73% of Grade 6 students achieved Level 3 or 4 in Writing compared to the provincial average of 70%.
- 62% of Grade 6 students achieved Level 3 or 4 in Mathematics compared to the provincial average of 61%.

Preliminary Analysis

Grade 9 students in the Huron-Perth Catholic District School Board achieved significant gains in both Grade 9 Applied and Academic Mathematics.

- In Academic Mathematics 86% of our students scored at or above the provincial standard as compared to the provincial success rate of 82%.
- In Applied Mathematics 49% of our students scored at or above the provincial standard as compared to the provincial success rate of 40%.

Growing As A Whole Person

Core Strategy: Our Core Literacy Strategy, including Mathematical Literacy, demonstrates in text and visual form, how all of our work has a singular focus on increasing all students' achievement.

Alignment of Core Strategy K-12 for Improvement in Student Performance

1. Board Improvement Plan

Board goals – students on Individual Education Plans and junior boys' writing are in place – both of these goals get at the gender gap in two different ways with regard to teaching:

- a) Learning about boys with IEPs and what they are struggling with;
- b) Engagement of boys in writing.

Alignment of Core Strategy K-12 for Improvement in Student Performance

2. School Improvement Plans

- a) Schools that are indicating an achievement gap in Grade 3 or 6 will attend to boys in their School Improvement Plan;
- b) Marker students will be boys;
- c) Principals will support teachers in the development of strategies/actions on the SIP that will benefit boys;
- d) Perceptual data may need to be collected at the school on writing attitudes and cognitive strategies;
- e) Coordinators will focus efforts in supporting professional development that is focused on improving the achievement of boys;
- f) Literacy Resource Teachers and the System Special Education Resource Teacher will be included in the planning and implementation of networks whose work is focused on boys.

Alignment of Core Strategy K-12 for Improvement in Student Performance

3. Networks

- a) All networks that are formed will examine the profiles of the marker students of teachers who are part of the network;
- b) The professional learning that is carried out by the network will be focused on specific needs surfaced through analysis of the data listed above;
- c) Network meetings will look engagement (for all students, but most especially for boys).

Alignment of Core Strategy K-12 for Improvement in Student Performance

4. Professional Learning Community Meetings

- a) All meetings will have a strong emphasis on the examination and analysis of student work (thinking).
- b) Professional development at the meetings will relate to needs of teachers as defined by their questions for inquiry (based on marker students – boys).

Alignment of Core Strategy K-12 for Improvement in Student Performance

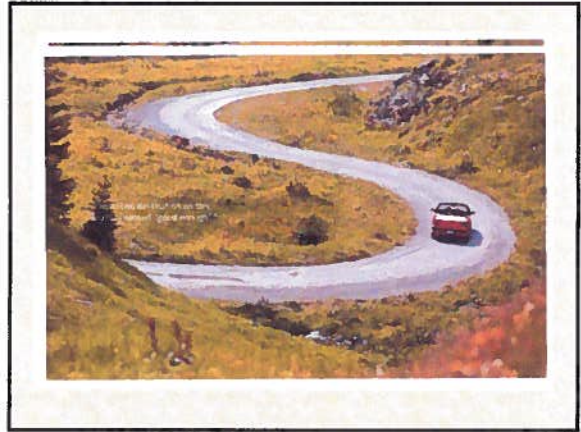
5. Schools in the Middle (SIM) & Leading Student Achievement (LSA)

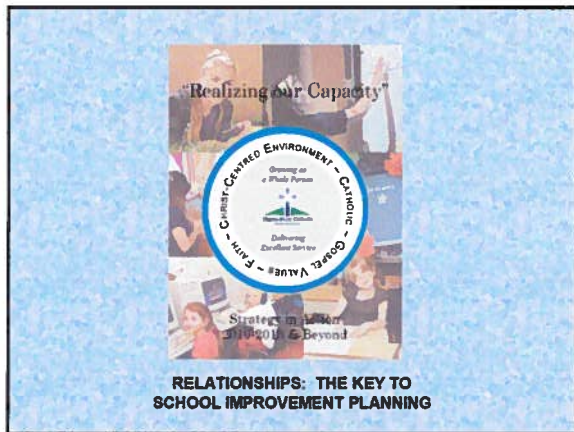
- a) The learning and work done this year will focus on boys in conjunction with the work that was begun last year;
- b) We will wait to see how this will unfold so that we can align it.

**Alignment of Core Strategy K-12
for Improvement in Student Performance**

**6. Secondary Math and Literacy Coaching Framework
and Marker Students**

- a) Both secondary schools have implemented a Literacy and Numeracy Coaching model – a precise, focussed, collaborative approach to addressing students with low achievement levels;
- b) All departments in our secondary schools have established departmental goals based on learners' needs, and are using the "marker student" concept to monitor their own progress on these goals.





Growing As A Whole Person

Core Strategy:
Our Core Literacy Strategy, including Mathematical Literacy, demonstrates in text and visual form, how all of our work has a singular focus on increasing all students' achievement.

Student Outcomes

Our Core Literacy Strategy will realize the following student achievement outcomes:

- Students will demonstrate the OCGE's;
- Ministry of Education targets will be exceeded by each school;
- Students achieve one or more EQAO levels higher.

To Realize Our Capacity:

In order to realize our Student Achievement Outcomes:

- Resources must be leveraged towards optimal progress;
- Core processes must be implemented, monitored, and supported;
- Key enablers within our structures, systems, culture and skills must be nurtured and supported.

Supporting Our Principals:

We want to support our Principals, to enable them to build Catholic Professional Learning Communities, within a culture of collaboration, so that school improvement planning will thrive.

Our strategies, resources, and processes of support have been compiled in our "Realizing Our Capacity" booklets for School Improvement Planning.

Local and Provincial Context:

Our Principals are very familiar with the following four resources:

- Catholic School Leadership Framework;
- The K-12 School Effectiveness Framework;
- The K-12 Board Improvement Plan;
- School Improvement Planning.

Instructional Leadership Standards:

Our model to enhance instructional learning and practice includes:

- **Focused attention to our board mission;**
- **Collaborative learning to drive continuous improvement;**
- **Use of student and school data;**
- **Accountability structures;**
- **School improvement planning;**
- **Communicate, communicate, communicate.**

Collaborative Strategies:

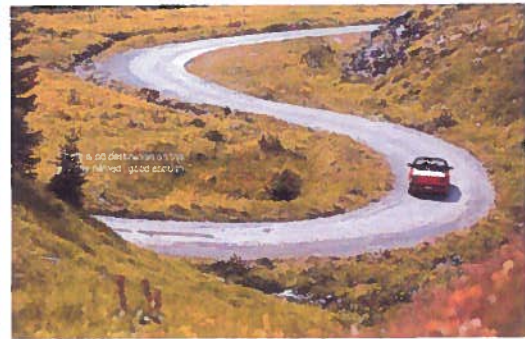
To support our progress towards continuous improvement:

- **Superintendent and Principal meets regularly on school improvement planning;**
- **Principals and Coordinators are collaboratively developing a SIP-monitoring tool;**
- **Coordinators and Principals work together on school-improvement planning;**
- **Principals and teachers regularly participate in job-embedded professional learning.**

Getting Started:

In September and October, Principals and Coordinators are:

- **Studying the goals of the Board Improvement Plan as well as their own school data;**
- **Applying the provincial SEF, to determine area(s) of focus;**
- **Collaborating with staff to set their specific improvement goals;**
- **Determining strategies (PD, resources, etc.) to achieve their goals;**
- **Determining the best way to monitor their progress.**



A. ITEMS FOR ACTION

1. Policy 3F:3 – Transportation of Urban Pupils – Elementary. (attached)

This policy update removes the references to the transitional provisions regarding the walking distance policy changes.

RECOMMENDATION:

That the Huron-Perth Catholic District School Board approve Board Policy 3F:3 Transportation of Urban Pupils – Elementary effective September 27, 2010.

2. Policy 3A:5 – Expression of Sympathy/Get Well. (attached)

The policy has been updated to reflect current practice.

RECOMMENDATION:

That the Huron-Perth Catholic District School Board approve Board Policy 3A:5 Expression of Sympathy/Get Well effective September 27, 2010.

3. Huron-Perth Catholic District School Board Election Compliance Audit Committee.
(attached)

Under the Municipal Elections Act the Board is required to appoint an Election Compliance Audit Committee. The committee is established to:

- Consider compliance audit applications made by electors and decide whether they should be granted or rejected.
- If an application is granted, appoint an auditor to conduct a compliance audit of the candidate's election campaign finances.
- Receive and consider the auditors report, decide if legal proceedings should commence for contraventions, decide if there were reasonable grounds for the application and recover the costs of conducting the compliance audit from the applicant if no apparent contraventions were found.

The committee is required to be established before October 1, 2010 with a term of office of December 1, 2010 to November 30, 2014 with meetings as required. To meet the legislative requirements it is recommended that the Board appoint the Election Compliance Audit Committee for the Municipality of Huron-East as the Board's Election Compliance Audit Committee.

RECOMMENDATION:

That the Huron-Perth Catholic District School Board appoint the Election Compliance Audit Committee for the Municipality of Huron-East as the Huron-Perth Catholic District School Board's Election Compliance Audit Committee.

4. Report regarding tender opening for boiler replacement at St. Michael Catholic Secondary School, Stratford. (to be distributed)

B. ITEMS FOR INFORMATION AND DISCUSSION

1. Letter regarding the 2008-2009 Financial Statements Review from Doreen Lamarche, Manager (Acting), Transfer Payment Accountability Unit Financial Analysis and Accountability Branch, Ministry of Education dated July 12, 2010. (attached)
2. Report regarding opening day enrollment. (attached)

The attached report provides an estimate of the enrollment for the year based on students registered as at September 22, 2010. Budgeted enrollments are on track to meet the overall projection for the year. The first count date is October 31, 2010 which accounts for 50% of the overall enrollment use for grant purposes for the year.

3. Memorandum 2010:B10 from the Ministry of Education dated September 1, 2010 regarding the Request for Updated Capital Priorities. (attached)

C. ITEMS FOR INFORMATION

1. VIP Energy Services Inc. – Natural Gas and Power Procurement. (attached)

The attached report outlines the consulting services provided to the Board by VIP Energy Services Inc. for the procurement of energy and natural gas. This program has helped the Board save approximately \$100,000 in energy and natural gas costs in 2009 and similar savings have been achieved in 2010.

VIP is an approved "Vendor of Record" with the Ontario Education Collaborative Marketplace (OECM). The agreement with the Board is for a one-year term, September 1, 2010 – August 31, 2011.

TO: Members of the Huron-Perth Catholic District School Board
RE: MONDAY, September 27, 2010 MANAGEMENT REPORT

2. Report regarding capital projects completed during the summer. (attached)

- Energy Efficiency Stage 1 – completed projects.
- Other Capital Work Completed
 - Camera installations at St. Joseph's, Clinton and St. Anne's Catholic Secondary School, Clinton at a cost of \$13,745.81.
 - Installation of flagpole at St. Joseph's, Stratford at a cost of \$3,460.07.
 - Heat pump replacements at St. Michael Catholic Secondary School, Stratford at a cost of \$17,724.12.
 - Barrier-free washroom upgrades and accessibility work at St. Michael Catholic Secondary School, Stratford at a cost of \$3,096.99.
 - Masonry repairs at St. Michael Catholic Secondary School, Stratford at a cost of \$67,800.00.
- Portable Moves

Two portable classrooms were moved this summer – both from St. Michael Catholic Secondary School, Stratford. One classroom went to Precious Blood School, Exeter and the other classroom went to St. Columban School. A listing of portables by site location is attached.
- Annual Lead Sampling

Per Ontario Regulation 243/07, annual lead sampling and testing has been completed for all schools within the Board, including Best Start locations. There were no adverse results.

Respectfully submitted:

Area Chairperson – Ron Marcy

GHT/vb
Att.

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 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.
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
September 27, 2010

EFFECTIVE DATE:

August 25, 1998
August 31, 2004
April 28, 2009
September 28, 2010

OLD Policy

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

THE HURON-PERTH CATHOLIC DISTRICT SCHOOL BOARD

SUBJECT:

EXPRESSION OF SYMPATHY/GET WELL

3A:5



POLICY STATEMENT:

The Huron-Perth Catholic District School Board wishes to give direction to Senior Administration on how, and to whom, such expressions are to be made, and encourage all staff to inform the Director of Education of all relevant particulars.

PROCEDURE:

1. In the event of death, a ***floral arrangement*** or a ***charitable donation*** shall be sent to the funeral home and a ***Mass Offering*** for the repose of the soul of the deceased shall be sent to the Pastor in the home Parish of the survivor(s) on the Board's behalf, in the case of the death of:
 - a) **A permanent or long-term occasional employee and immediate family including the mother/father of the employee;**
 - b) **A student enrolled in a school operated by the Board;**
 - c) **A trustee and immediate family including the mother/father of the trustee;**
 - d) **A Pastor in the Huron-Perth Deanery (active and retired).**

2. In the event of death, a ***Mass Offering*** for the repose of the soul of the deceased shall be sent to the Pastor in the home Parish of the survivor(s) on the Board's behalf in the case of the death of:
 - a) **A permanent or long-term occasional employee's father/mother-in-law, brother, sister or brother/sister-in-law;**
 - b) **A trustee's father/mother-in law, brother, sister or brother/sister-in-law;**
 - c) **A former trustee or former trustee's immediate family;**
 - d) **A former employee or former employee's immediate family.**

3. In the event of illness, a ***Get Well Card*** and a ***flower arrangement*** shall be sent to a hospitalized trustee or permanent/long-term occasional employee on the Board's behalf.

BOARD APPROVAL:

February 23, 1998
Reviewed August 2004
September 27, 2010

EFFECTIVE DATE:

February 24, 1998
Reviewed August 2004
September 28, 2010

**THE CORPORATION
OF THE
MUNICIPALITY OF HURON EAST**

BY LAW NO. 70 FOR 2010

Being a By-Law to appoint members to the Election Compliance
Audit Committee.

WHEREAS Bill 212 (Good Government Act, 2009) under the Municipal Elections Act, 1996 made changes to Section 81 of the Municipal Elections Act, 1996 by introducing a new section 81.1 requiring an Election Compliance Audit Committee;

AND WHEREAS the Council of the Corporation of the Municipality of Huron East deems it expedient to establish an Election Compliance Audit Committee regarding campaign finances;

AND WHEREAS the Council of the Corporation of the Municipality of Huron East passed By-Law No. 42 for 2010, a By-Law to establish an Election Compliance Audit Committee for the municipality;

AND WHEREAS the Terms of Reference of the Election Compliance Audit Committee set out that the committee will be three members;

NOW THEREFORE be it resolved that the Council of the Corporation of the Municipality of Huron East enacts as follows:

1. That Patricia Taylor, Scott Allen and Andrew McBride be appointed to the Election Compliance Audit Committee for the municipality;
2. That the members will serve for the pleasure of council or until a replacement is appointed;
3. That this By-Law shall come into force and take effect on the date of its final passing.

READ a first and second time this 7th day of September, 2010.

READ a third time and finally passed this 7th day of September, 2010.

Mayor, Joseph Seili

Clerk, J. R. McLachlan

Ministry of Education
Financial Analysis and
Accountability Branch
21st Floor, Mowat Block
900 Bay Street
Toronto, Ontario M7A 1L2
Email: Diane.Strumila@Ontario.ca

Ministère de l'Éducation
Direction de l'analyse et de la
responsabilité financières
21^e étage, édifice Mowat
900, rue Bay
Toronto, Ontario M7A 1L2
Courriel : Diane.Strumila@Ontario.ca



July 12, 2010

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

Dear Mr. Thuss:

Re: 2008-09 Financial Statements Review

The Ministry has completed its review of the 2008-09 Financial Statements for the Huron-Perth Catholic District School Board, which were received on November 16, 2009.

The review focused on the board's financial status and its impact on future operations. We note that the board ended the year in a balanced position in the Operating Fund.

The review did not result in ministry adjustments being made to the board's calculated grant revenue for 2008-09. A revised Financial Statement file supporting all changes determined by the Ministry is available for viewing via the EFIS application. Please refer to file name **36_FIN_0809_hurc_FO2**.

Subsequent to this review, further adjustments may be made to the board's 2008-09 grant revenue if additional supportable information becomes available or as the result of a Ministry audit, a government directed investigation or updated education property tax information is obtained. Adjustments to the board's calculated grant revenue will be based upon a full review of this subsequent information. The board will receive written confirmation of any further adjustments.

If you have any questions or concerns, please feel free to contact Emily Wells at (416) 326-1155 or emily.wells@ontario.ca.

Yours sincerely,

A handwritten signature in cursive script that reads "Doreen Lamarche".

Doreen Lamarche
Manager (Acting), Transfer Payment Accountability Unit
Financial Analysis and Accountability Branch

cc: Director of Education
Official File

Huron-Perth Catholic District School Board

Enrolment Projections 2010-2011
 Enrolment as at September 22, 2010
Elementary & Secondary

| Enrolment Projections 2010-2011 | Rev Estimates 2010-2011 | Estimates 2010-2011 | Change | % Change |
|--|------------------------------------|--------------------------------|---------------|-----------------|
| Elementary | | | | |
| JK/SK | 294.00 | 283.00 | 11.00 | 3.74% |
| Grades 1 - 3 | 912.50 | 914.50 | (2.00) | -0.22% |
| Grades 4 - 8 | 1,636.00 | 1,649.50 | (13.50) | -0.83% |
| Elementary | 2,842.50 | 2,847.00 | (4.50) | -0.16% |
| Secondary | | | | |
| Day School | 1,452.52 | 1,455.38 | (2.86) | -0.20% |
| Independent Study | 1.00 | 1.00 | - | 0.00% |
| Secondary | 1,453.52 | 1,456.38 | (2.86) | -0.20% |
| | 4,296.02 | 4,303.38 | (7.35) | -0.17% |



2010: B10

MEMORANDUM TO: Directors of Education
Secretary/Treasurers of School Authorities

FROM: Gabriel F. Sékaly
Assistant Deputy Minister

DATE: September 01, 2010

SUBJECT: Request for Updated Capital Priorities

As outlined **Memorandum 2010:SB29 \$120M in Capital Funding Available for 2010-2011**, the Ministry does not have a capital funding allocation beyond the approximate \$120M for 2010-11. However, the Ministry is requesting that school boards update their capital priority information based on the process and parameters outlined below in order to support the Ministry's long-term capital planning process.

This process to update capital priorities is separate from the process outlined in **Memorandum 2010:SB29** regarding the identification of the most urgent and pressing capital needs, although we expect to see many of the same projects. The process outlined in this memorandum is similar to the process followed for the Capital Priority funding in 2008-09 (**Memorandum 2008:B12**).

Priority Capital Projects

Boards are requested to provide the Ministry with business cases reflecting the board's most recently approved or proposed capital priorities that need to be completed up to and including the 2015-16 school year. These submissions will support the Ministry in understanding and explaining the need for ongoing capital investments in the education sector.

A template is available in the School Facilities Inventory System (SFIS) for boards to identify capital priorities and submit the associated business cases. Boards may also resubmit business cases with updated information for previously identified capital priority projects. Projects identified in response to 2010:SB29 should also be submitted in the Capital Priorities section of SFIS.

Boards are asked to submit their prioritized business cases by October 29, 2010. These business cases will not be 'locked' upon submission. Boards will have an opportunity to amend their capital priorities until January 28, 2011 to reflect direction from your boards of Trustees.

Each board's capital analyst is available to work with your board on the update of its capital priorities and the preparation of their business cases. A list of analysts and their portfolio of assigned boards is attached to this memorandum.

Business Case Considerations

The Ministry asks boards to focus on projects that meet one or more of the needs outlined below:

a) Accommodation Pressure: These include projects that historically may have been funded through pure New Pupil Places (NPP), growth schools and/or enrolment pressures. Essentially, they are scenarios where enrolment is projected to persistently exceed capacity at a school or community level.

In explaining the capital project, the board should demonstrate:

- that there is not sufficient surplus capacity at nearby schools of the same panel to accommodate the excess enrolment at the school(s), and
- that this issue is expected to persist for the next 10 years.

b) Facility Condition: These include projects that historically may have been funded through Prohibitive to Repair. Projects in this category involve the replacement or major retrofit of schools that have high renewal needs relative to the cost of an appropriately sized new facility.

In explaining the capital project, the board should demonstrate:

- that the renewal needs are sufficiently high - either through historic Ministry-led condition assessments, or subsequent board assessments,
- opportunity to benefit from right-sizing the facility,
- potential savings to future renewal and/or operating costs, and
- other benefits such as improved accessibility, programming and/or energy efficiency.

c) School Consolidations: These include projects that historically may have been funded through Prohibitive to Repair or Capital Priorities. Projects in this category enable the board to reduce their excess capacity to better focus their resources. This category includes projects resulting from accommodation review recommendations.

In explaining the capital project, the board should be able to demonstrate:

- how the facilities in the area will be right-sized to support continued accommodation needs,
- the results of the accommodation review process (where applicable),
- potential savings to future renewal costs, and
- other benefits, such as improved accessibility, programming and/or the energy efficiency.

d) Top-up: These include projects that have already been funded at Ministry benchmarks, but require additional funding support due to costs not considered in the benchmark calculation and/or changes to the board's accommodation needs.

In these cases, the board should be able to demonstrate (where applicable):

- the projected costs that have not been covered in the original benchmark funding approval, and/or
- how the accommodation needs for the area have changed from the original approved business case.

e) **Other:** These include program or policy related projects that involve addressing the need for program space based on curriculum requirements, community use of schools, or Municipal requirements. Examples might include:

- Lack of an appropriate gym, science lab, library or other specialized teaching space, based on panel, enrolment and curriculum requirements,
- Capital barriers to community use of schools and/or facility partnerships, or
- Accessibility improvements.

In these cases, the board should be able to demonstrate how the projects will contribute to and/or support student achievement and/or support the role of the school in the community.

Other Considerations

In addition, business cases should include how each project supports the board in addressing the following objectives, where appropriate:

- Improving Energy Efficiency and Water Conservation,
- The implementation of Full-Day Early Learning Kindergarten,
- Improving accessibility of schools based on existing accessibility requirements and planned changes to the built environment accessibility standards, and
- Encouraging partnerships with community groups.

Ministry Contact

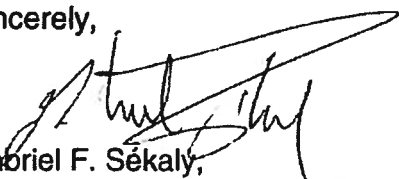
If you have any questions, or require additional information, please feel free to contact the portfolio analyst assigned to your board or:

Nancy Whynot, Director, Capital Programs Branch at 416-325-4030 or at nancy.whynot@ontario.ca

Paul Bloye, Manager (A), Capital Programs Branch at 416-325-8589 or at paul.bloye@ontario.ca

We look forward to working with you to identify your future capital priorities.

Sincerely,



Gabriel F. Sékaly,
Assistant Deputy Minister, Elementary/Secondary Business and Finance Division

Copy: Superintendents of Business and Finance



August 24, 2010

Energy Consulting Services – Natural Gas and Power Procurement Huron-Perth District Catholic School Board

VIP Energy Services Inc. is pleased to submit this renewal for consulting services including Procurement Services for Gas and Power to help the Huron-Perth District Catholic School Board's management of their energy needs.

Background

VIP Energy Services has been providing the Huron-Perth District Catholic School Board with energy consulting services for Gas and Power Procurement. This program has been highly successful in assisting the Board to manage its energy budget and maintain stability within the Board's natural gas and power procurement program. This program has helped the Board come in roughly \$100,000 under budget in 2009 and close to the same for 2010 this year to date despite a \$60,000 budget reduction. The current services include:

ELECTRICITY:

- Seeking the best price from reputable suppliers
- Providing Monthly Budget Analysis reports
- Verification of all commodity costs including the verification of any credits or rebates
- Deal costs to benchmark price comparisons
- Ongoing support by reviewing the Board's position and need for supply on a regular basis and making recommendations on beneficial purchasing and risk management strategies
- Performance of electrical load profiling and analysis as required

NATURAL GAS:

- Seeking the best price from reputable suppliers
- Providing Monthly Budget Analysis reports
- Deal costs to benchmark price comparisons
- Ongoing support by reviewing the Board's position and need for supply on a regular basis and making recommendations on beneficial purchasing and risk management strategies
- Monthly Volume Analysis and advise the Board on any actions necessary to meet utility requirements

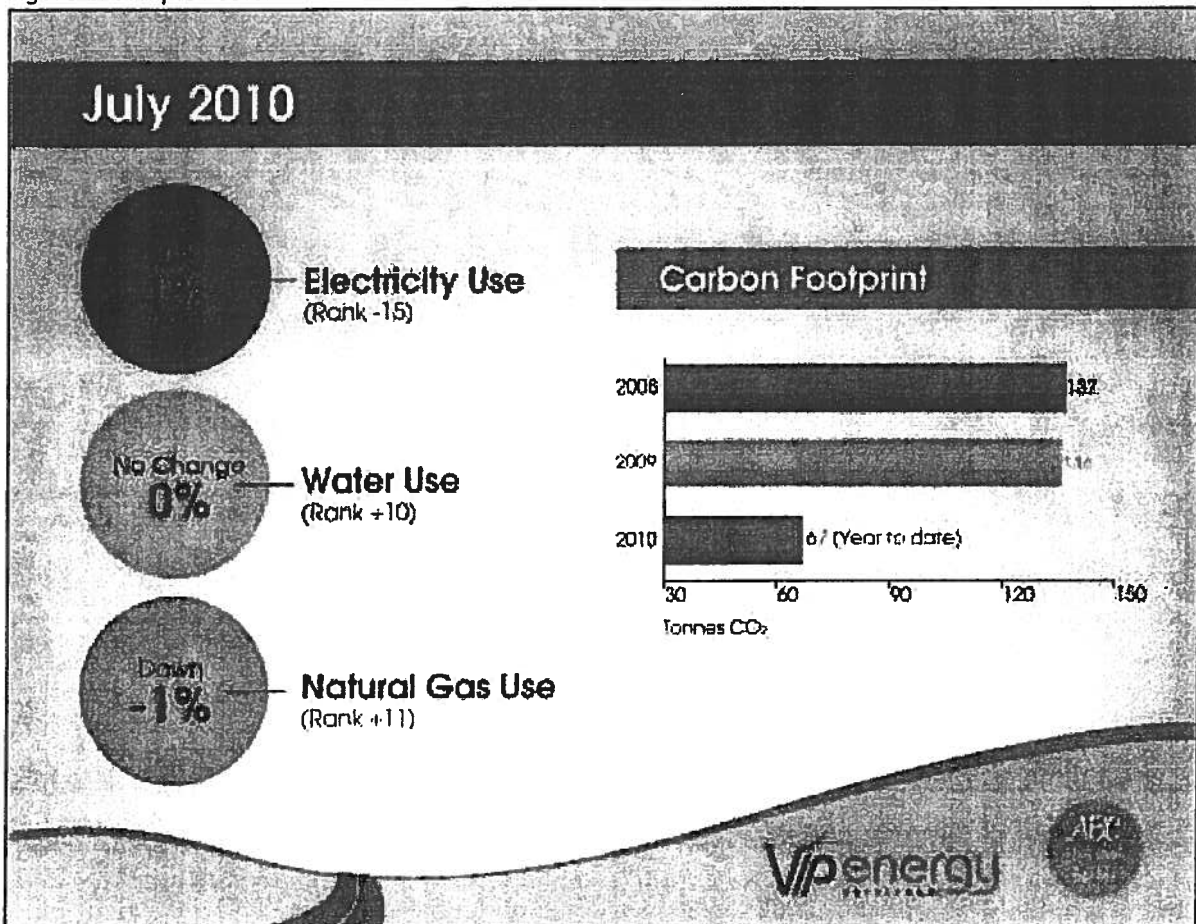
VALUE-ADDED SERVICES:

VIP Energy Services understands that the Huron-Perth District Catholic School Board is endeavouring to reduce its energy consumption, costs and environmental footprint. As such, VIP Energy Services has enhanced the reporting services currently performed for the Board. To better assist the Board with its conservation initiatives, the following enhanced reporting service will be added at **No Extra Charge** to the Board.

ecoSchools Posters:

Individual 8.5"x11" Adobe PDF posters for every school will be created and emailed to all schools on the 15th of each month outlining performance of that school for the school year up to date. The posters have been designed by a panel of behavioural and efficiency experts in the energy conservation field to maximize buy-in and understanding at all education levels. They drive action and promote the efforts, and reduce consumption.

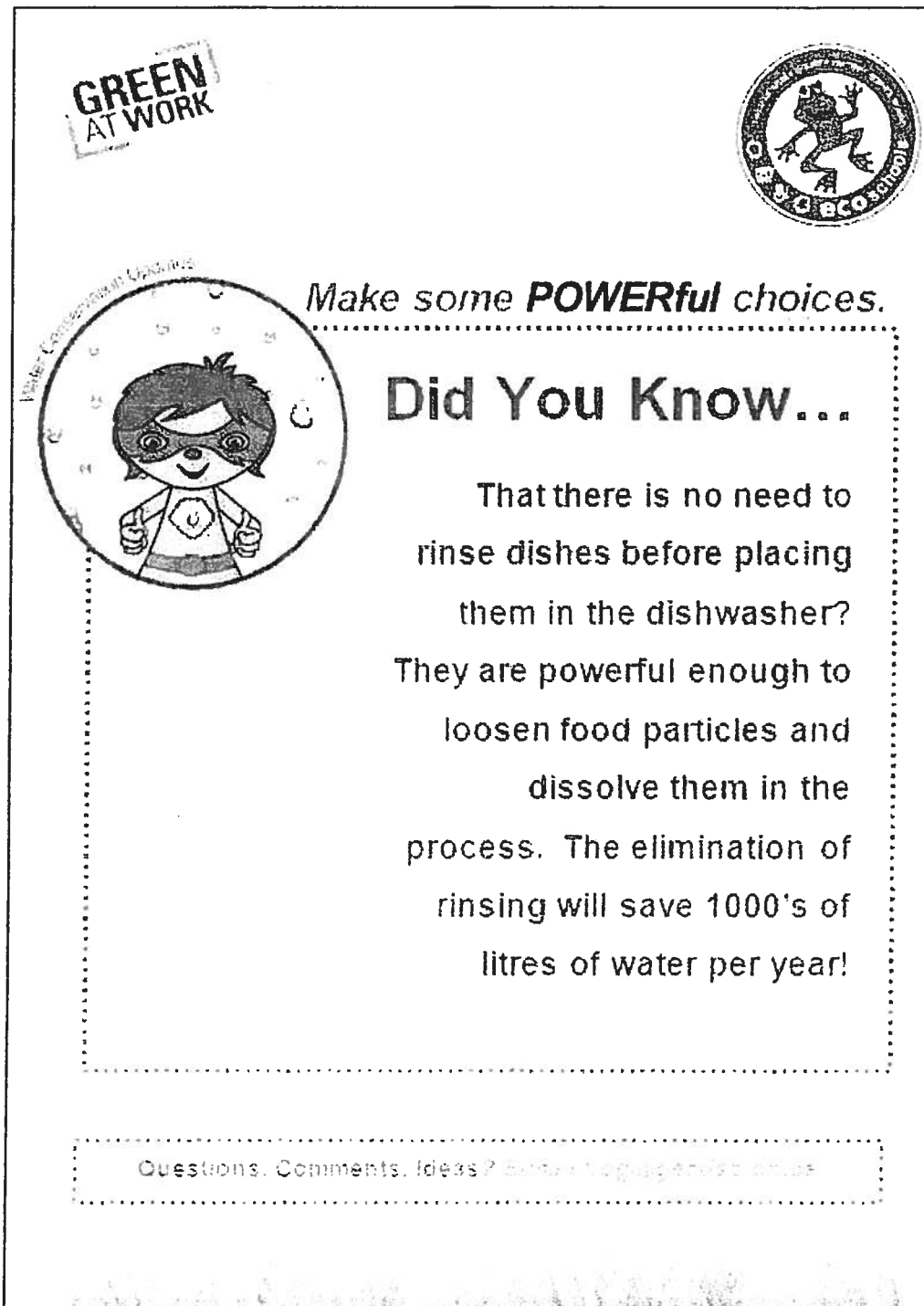
Figure 1: Sample Poster



Monthly Energy Conservation Tips Posters

The Conservation Tips posters will also be provided to each school in Adobe format as a means to generate positive actions towards conservation. This type of Community-based Social Marketing effort has proven to be effective in creating and maintaining the movement towards a "Conservation Culture".

Figure 2: Energy Conservation Tips Poster (sample)





Assumptions:

1. All utility bills are to be couriered on a monthly basis in one (1) package for all schools.
2. All annual budget numbers are to be supplied to VIP Energy.
3. All email contact information for schools will be supplied to VIP Energy and kept up to date.

Program Fees and Costs:

Our current fee structure has been maintained going forward:

- \$1,200/Month (Energy Consulting Services – Electricity)
- \$1,000/Month (Energy Consulting Services – Natural Gas)

ecoSchools Poster Program and Energy Conservation Tips Marketing Program – NO CHARGE

Term: Term for monthly ongoing reporting is 1 year beginning September 1, 2010 and ending August 31, 2011.

Payment Terms:

- All payments are due net 30 upon issuance of the invoice

I accept this proposal as outlined above.

Signed: _____ Date: _____
 On behalf of the Huron-Perth District Catholic School Board

Signed: _____ Date: _____
 Steven Schmidt (VIP Energy Services Inc.)



Energy Efficiency Projects - 2010 - Stage 1

| Project | School | Project | Tendered Prices | HST | Total Price | Contractor |
|---------|----------------|---|--|---|--|--|
| #1 | St. Boniface | Lighting upgrade Non-classroom occupancy sensors | \$ 178,000.00 \$ \$ 194,700.00 \$ | 23,140.00 \$ 25,311.00 \$ | 201,140.00 \$ 220,011.00 \$ | Pfaff Electric Brad Baker |
| | | Price includes additional work as follows: | | | | |
| | Mt. Carmel | Electric water heater conversion | | | | |
| | St. Boniface | Replace domestic circulating pump and timer Boiler controls and room heating controls Breeching and pump repair | | | | |
| | | Note: With owner supplied fixtures, actual contract price is | | | \$221,695.10 | |
| | | Pfaff Electric was awarded contract at Board meeting on May 25, 2010. MNE recommends the Board carry a 10% contingency on this project. | | | | |
| #2 | Precious Blood | East side lighting upgrade Non-classroom occupancy sensors | \$ 45,300.00 \$ \$ 49,700.00 \$ \$ 46,300.00 \$ \$ 55,344.00 \$ | 5,889.00 \$ 2,485.00 \$ 6,019.00 \$ 7,194.72 \$ | 51,189.00 \$ 52,185.00 \$ 52,319.00 \$ 62,538.72 \$ | Brad Baker JMR - note listed GST only for val Pfaff Electric J. W. Kelly's Electric |
| | Precious Blood | Electric water heater conversion | | | | |
| | | Note: With owner supplied fixtures, actual contract price is | | | \$57,020.55 | |
| | | Brad Baker Electric was awarded contract. This contract was an information item at the Board meeting on May 25, 2010. MNE recommends the Board carry a 10% contingency on this project. | | | | |
| #3 | St. James | Lighting upgrade Non-classroom occupancy sensors Exit lighting upgrade | \$ 49,000.00 \$ \$ 51,128.00 \$ \$ 58,705.00 \$ \$ 83,300.00 \$ | 6,370.00 \$ 6,646.64 \$ 7,631.65 \$ 10,829.00 \$ | 55,370.00 \$ 57,774.64 \$ 66,336.65 \$ 94,129.00 \$ | Pfaff Electric J. W. Kelly's Electric Lloyd's Electric Brad Baker |
| | | Note: Actual contract price is | | | \$55,370.00 | |
| | | Pfaff Electric was awarded contract. This contract will be an information item at the Board meeting on June 21, 2010. MNE recommends the Board carry a 10% contingency on this project. | | | | |

PORTABLE CLASSROOMS – HURON-PERTH CDSB – SEPTEMBER, 2010

| LOCATION | # PORTABLES | AGE OF PORTABLES | STATUS – L/O |
|------------------------------|-------------|------------------|--------------|
| St. Patrick's, Kinkora | 2 | 1989 | Owned |
| | | 1998 | Owned |
| Jeanne Sauve | 2 | 1997 | Owned |
| | | 1998 | Owned |
| Sacred Heart, Wingham | 1 | 1998 | Owned |
| St. Michael Secondary School | 8 | 1991 | Owned |
| | | 1997 | Owned |
| | | 1997 | Owned |
| | | 1997 | Owned |
| | | 1989 | Owned |
| | | 1990 | Owned |
| | | 1998 | Owned |
| | | 1998 | Owned |
| St. Joseph's, Stratford | 1 | 1998 | Owned |
| St. Mary's, Listowel | 2 | 1998 | Owned |
| | | 1998 | Owned |
| Our Lady of Mount Carmel | 1 | 1998 | Owned |
| St. Anne's Secondary School | 3 | 1986 | Owned |
| | | 1990 | Owned |
| | | 1991 | Owned |
| St. Joseph's, Clinton | 2 | 1989 | Owned |
| | | 2000 | Owned |
| Precious Blood | 3 | 2000 | Owned |
| | | 1997 | Owned |
| | | 1998 | Owned |
| Board Office | 1 | 1989 | Owned |
| St. Mary's, Goderich | 2 | 1998 | Owned |
| | | 1990 | Owned |
| St. Aloysius | 3 | 1986 | Owned |
| | | 1986 | Owned |
| | | 1986 | Owned |
| St. Columban | 1 | 1998 | Owned |
| Total | 32 | | |



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 2440

June 14, 2010

TO: Special Education Advisory Committee
FROM: Chairperson of Special Education Advisory Committee
RE: **AGENDA – SEAC MEETING Tuesday, June 15, 2010**

A meeting of the Special Education Advisory Committee will be held at the Board Office, 87 Mill Street, Dublin on **Tuesday, June 15, 2010 at 4:30 pm.**

Present: Maureen Sabin, JoAnn McGregor, Joanne Lombardi, Shelley Fleming, Heather Voss, Brent Langan, Carolyn Carter, Charmaine Chadwick

Guests: Jim Fraser and Gerry Thuss

| | Item | Att. | Discuss | Info | Responsibility |
|---|--|-------------|----------------|-------------|-----------------------|
| 1 | Opening Prayer, Welcome and Introductions | X | | | <i>Chair</i> |
| 2 | Approval of Agenda <i>Agenda approved by Heather Voss.</i> | X | X | | <i>Chair</i> |
| 3 | Business arising from Minutes <i>May Minutes approved by Carolyn Carter.</i> | | X | | <i>Chair</i> |
| 4 | Correspondence <i>Maureen spoke with Veronica Kolkman who is doing well and would like to come back to SEAC next September.</i> | | | X | |
| 5 | Agency Reports <i>Eric Voss was highlighted in the most recent Director's Newsletter with respect to the success he has experienced as a wheelchair athlete. Heather is organizing wheelchair sport nights in Stratford and Clinton through Ontario Wheelchair Sports. July 12, 2010 is the first night at St. Michael CSS. Heather would appreciate our assistance in communicating this opportunity to families who may be interested. Friends and family are invited to join as well.</i> <i>Shelley Fleming shared that the Ottawa Police Department have started a registry for people affected by Autism. This will assist police in dealing properly with individuals on the spectrum.</i> | | | X | <i>Heather Voss</i> |
| 6 | Information Reports. 6.1 Special Education Funding 2010-2011 – Gerry Thuss, Superintendent of Business and Treasurer <i>The 2010-11 Special Education funding from the Ministry results in some changes to our process. The SEA claim allocation and process has changed but should result in continued responsible spending and less paperwork. We received a Behaviour Expertise Amount which focuses on ABA & Charmaine Chadwick has been hired as our BEA support person. Budget information was provided in all areas which</i> | | | X | |

| | | | | | |
|---|--|--|---|---|--------------------|
| | <p><i>explained where Special Education monies are spent. In conclusion, Gerry shared that as a board, we are spending more to provide quality Special Education in an inclusive environment than what is available through grants from the Ministry.</i></p> <p>6.2 Special Education Report amendments <i>Ministry requires that changes to our Spec Ed Plan be shared with SEAC. This year they have asked that we update our plan and complete a checklist. Our Board Improvement Plan shall also include Special Education planning. Only the checklist is submitted to the Ministry to indicate compliance. The Ministry checks our website as an audit. Maureen shared all additions and changes with SEAC.</i></p> <p>6.3 Peer Pals & Inclusionary Practice update <i>Peer mediated support is doing very well and is enhancing student success. Charmaine shared a video clip showing how successful the peer mediated support is and the enthusiasm students and staff had for this.</i></p> | | | X | Maureen Sabin |
| | | | | X | Charmaine Chadwick |
| 7 | New Business | | | | |
| 8 | Date of Next Meeting: <i>Thursday, September 16, 2010</i> | | X | | Chair |
| 9 | Adjournment <i>6:15pm</i> | | | X | Chair |

September 21, 2010

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

FROM: Martha Dutrizac, Director of Education

RE: **WINTER HOURS FOR BOARD MEETINGS**

BACKGROUND:

For the past two years, Board meetings for the months of January, February and March were changed to afternoon times due to the possibility of inclement weather. Since the weather is typically quite mild at the end of March, it was suggested that the Board meetings for the months of November, January and February be changed to afternoon times.

RECOMMENDATION:

That the Board meeting times for the months of November, January and February be changed as follows: Committee of the Whole start time - 3:00 p.m., General start time - 4:00 p.m.

Respectfully Submitted:

Martha Dutrizac
Director of Education

/ed

September 21, 2010

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

FROM: Martha Dutrizac, Director of Education

RE: **OCTOBER BOARD MEETING**

BACKGROUND:

The October Board meeting had originally been scheduled for Monday, October 25, 2010. Since this is the day of Municipal elections in Ontario the date needs to be changed.

RECOMMENDATION:

That the October Board meeting be changed to Tuesday, October 26, 2010.

Respectfully Submitted:

Martha Dutrizac
Director of Education

/ed



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

Strategy in Action - Realizing our Capacity



The following activities are aligned to our “Growing as a Whole Person” theme and support our *Core Literacy Strategy*.

1. **New SERT In-Service**

On Thursday, September 16, 2010 our new Special Education Resource Teachers (SERTs) participated in a half-day workshop on Special Education procedures and protocols.

2. **System PD Day**

All employees participated in our annual system-wide professional learning day at St. Anne's

Catholic Secondary School in Clinton on Thursday, September 2, 2010. The Director's address and keynote speakers Douglas Reeves and Father Ray Carey provided many points of reflection before ending the day with a Mass celebrated by Father Ray Carey.

3. **Religion Advisory Teachers**

One staff member of each Huron-Perth Catholic School attended the RAT meeting on Tuesday, September 14, 2010. The group was introduced to ways to integrate faith and technology by learning about the *Cathwiki* and *MOODLE*.

4. **New to Primary and SERT Workshop**

New teachers to the primary grades, as well as SERTs, participated in a full-day workshop led by the Literacy Resource Teachers. The professional learning focused on balanced literacy and conferencing. The participants were given time to practice lessons, observe teaching techniques modelled for them, look over resources available for use in their classrooms, collaborate with their colleagues and ask questions.

5. **Secondary Coaching Framework**

We began our Secondary Coaching Framework this month. Our Literacy and Numeracy Coaches, Secondary Principals and Secondary Learning Coordinator will be working together all year to target the needs of our students. Working with students in classrooms and coaching teachers is a strategy to reach all students who are not meeting the Provincial Standard in Literacy and Numeracy.

6. Elementary Soccer

Junior and Intermediate students from our elementary schools will be participating in system wide soccer tournaments on Wednesday, September 29, 2010. We have Huron and Perth regional tournaments set up to accommodate the travelling needs of our schools. Results will be posted on our website following the event.

The following activities are aligned to our “Delivering Excellent Service” theme and support our *Core Operational Strategy*.

7. Transportation Consortium

The Huron-Perth Student Transportation Services is a consortium serving our Catholic students living in Huron and Perth Counties. As we begin the school year the Transportation Consortium has provided the following points of interest regarding transportation services serving every school within the district:

- The number of students transported daily is 3,210.
- Overall the total number of routes utilized is 168.

Bus evacuation drills have also begun and the schools to have completed these drills are Our Lady of Mount Carmel School, Dashwood and St. James School, Seaforth. The balance of the schools are scheduled for completion as the school year progresses.

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.*