



# THE HURON-PERTH CATHOLIC DISTRICT SCHOOL BOARD

Minutes of the General Board Meeting  
Tuesday, May 24, 2011 – 8:00 p.m.  
Board Office, Dublin

1. **OPENING PRAYER** – J. McDade
2. **CALL TO ORDER & RECORDING OF ATTENDANCE**  
Trustees – Present  
Student Trustees – Present  
Administration – Present  
Recording Secretary – Present  
Chaplain – Absent  
Press – Absent
3. **APPROVAL OF AGENDA – with addition – M. Miller – B. Murray (CARRIED)**
4. **DECLARATION OF INTEREST**
5. **PRESENTATIONS**  
“Celebrating the Spirit” Virtual Gallery: A Celebration of Student Artwork – Student artwork has been displayed on the Board website to celebrate our Board theme, Catholic Education: Celebrating the Spirit. Superintendent of Education JoAnn MacGregor made a presentation.  
  
Special Thanks – J. MacGregor introduced Carolyn Carter, SEAC Chair. Carolyn has been a member of the Board’s Special Education Advisory Committee for many years. She will attend and chair her last SEAC meeting in June 2011. J. MacGregor presented Carolyn with flowers and thanked her for her many years of dedication, service and commitment to the Board’s SEAC committee.
6. **APPROVAL OF THE MINUTES**  
General Board Meeting of April 26<sup>th</sup>, 2011 – A. Cronin – B. Murray (CARRIED)  
Special Board Meeting of May 10<sup>th</sup>, 2011 – A. Cronin – M. Miller (CARRIED)
7. **BUSINESS ARISING FROM MINUTES**
8. **REPORTS**  
  
**I COMMITTEE OF THE WHOLE, IN CAMERA**  
The resignation of Linda McKay, teacher at Sacred Heart in Wingham, was announced.  
  
**II EDUCATION**  
The Education Report was presented.  
  
School Improvement Planning - Secondary principals have worked with coordinators and their department heads and school improvement teams to analyze school, grade, and class data about student learning and arrive at their school-wide and departmental SMART goal(s). Collaboratively developed strategies and actions to address the gaps in student achievement are part of departmental and school-wide PLC’s. Superintendent of Education Dan Parr introduced St. Michael principal Tim Doherty and St. Anne’s principal Jodi Kuran, who made presentations.

Nurturing Our Catholic Culture - Our Catholic Culture is based on the collective belief and understanding of our Mission that we all have more potential to be realized. Nurturing and supporting Our Catholic Culture for all students and all staff in the Board and the persistent and strategic hard work as a Catholic community to achieve the outcomes for all students is cause for constant celebration. J. MacGregor and Learning Coordinators Karen Tigani and Lori Lynn Stapleton made a presentation.

Board Graduation Rates - The June 2010 provincial graduation rate was 81%. This represents a two percent increase over the previous year, and just four percentage points below the provincial goal of an 85% graduation rate. The Huron-Perth Catholic District School Board's graduation rate in June 2009 was 97% and in June of 2010 was 99%.

Revised Policy 3D:14 School Nutrition and Revised Policy 3D:7 Safe School Committee - The Ministry of Education requires all school boards to develop and implement a School Nutrition Policy that fosters healthy eating throughout the Board. Through the adoption of Revised Policy 3D:14 and Policy 3D:7, the Board will work collaboratively with principals, staff, school councils, parents, and volunteers to ensure that this policy is implemented as outlined and that the spirit of the policy influences their decisions and actions.

### III MANAGEMENT

The Management Report was presented.

Renewal of "Insure My Kids Protection Plan" - The Board has 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 2010-11.

**Motion #10/11-031**

**B. Murray – J. McDade**

That the Huron-Perth Catholic District School Board approve the renewal of the Student Accident Insurance with Reliable Life for the 2011-12 school year.

**CARRIED**

Ventilation and Lighting Upgrades - Further to the information provided to the Trustees on May 10, 2011 regarding the tender results for the ventilation and lighting upgrades, the following recommendations were made:

**Motion #10/11-032**

**B. Murray – M. Miller**

Ventilation Upgrades to St. Ambrose Catholic Elementary School, in the amount of \$203,838.44 including HST, to Stratford Metal Products Ltd.

**CARRIED**

**Motion #10/11-033**

**B. Murray – M. Miller**

Lighting Upgrades to St. Michael Catholic Secondary School, in the amount of \$67,461.00 including HST, to Elligsen Electric Ltd.

**CARRIED**

**Motion #10/11-034**

**B. Murray – M. Miller**

Lighting Upgrades to St. Anne's Catholic Secondary School, in the amount of \$69,495.00 including HST, to Elligsen Electric Ltd.

**CARRIED**

2011 - 2012 Consumable Supplies Request for Proposal - See Addendum 1.

**Motion #10/11-035**

**B. Murray – A. Cronin**

That the Huron-Perth Catholic District School Board award the 2011-2012 consumable art and office supplies contract to MicroAge Basics.

**CARRIED**

Update regarding St. Mary's, Goderich Full-Day Kindergarten Project. - Superintendent of Business Gerry Thuss stated that the Board has been working with The Ventin Group Architects on the timeframe and scope of the project. Soil testing is occurring at the school and drawings will be completed by the end of the month. The Ventin Group will be tendering the project and applying for the permit at the same time. The results of the tender will be presented to the Board for approval at its June meeting.

Ministry of Education Draft Fundraising Guideline - G. Thuss stated that the draft Fundraising Guideline for Ontario schools is currently available for consultation on the Ministry of Education website at the following link:  
<http://www.edu.gov.on.ca/eng/parents/fundraisingGuideline.pdf>

Following the consultation period, a final Fundraising Guideline will be released in the fall of 2011.

Information Items

- Letter and 2010 Annual Report for Ontario School Boards' Insurance Exchange (OSBIE) dated April 1, 2011

**IV PERSONNEL**

**V OTHER**

**9. ITEMS FOR ACTION**

**10. ITEMS FOR INFORMATION**

- Mass cards and condolences sent were noted.
- Card of thanks were distributed.
- ICE Symposium May 15 & 16 in Toronto – Director of Education Martha Dutrizac provided feedback on the recent ICE Symposium in Toronto.

**11. CORRESPONDENCE**

**12. FUTURE BUSINESS**

**13. STUDENT TRUSTEE REPORTS**

**St. Anne's CSS** – Rachel Askett reported on Stuff That Bus, Think Fast, social justice students visiting elementary schools, Me to We visit to Toronto, Spencer West motivational speaker, sports, Banding Together instrumental music event, Carpe Diem at King's College, Special High Skills Major highlights, and student cabinet elections.

**St. Michael CSS** – Fiatsogbe Dzuali – absent.

14. **QUESTION PERIOD**
  - Highlights of Board Activity
15. **ADJOURNMENT – M. Miller – A. Cronin (CARRIED)**
16. **CLOSING PRAYER – M. Miller**

**ADDENDUM 1**

May 24, 2011

**TO: The Huron-Perth Catholic District School Board**  
**FROM: Gerry Thuss, Superintendent of Business**  
**RE: 2011-2012 Consumable Supplies Request for Proposal**

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The Board released a Request for Proposal (RFP) for 2011-2012 Consumable Supplies in accordance with the new Broader Public Sector Procurement Directive effective April 1, 2011. The RFP documents were posted on Biddingo, a Ministry approved online tendering website, open to the public on April 15, 2011. The Board utilized an online submission tool, customized for the Board's needs, to receive the RFP submissions. The RFP closed on May 9, 2011.

An evaluation matrix was established before the RFP release and was disclosed in the RFP documents. The evaluation committee consisted of Sarah Kechnie, Anne Marie Nicholson and Gerry Thuss.

Upon closing of the RFP, the online submission tool awarded points based on each vendor's bids and answers to the Question & Answer portion of the RFP submission. Total scores were calculated by sub-categories (pre-determined groupings of similar items) so as to award on this basis.

Sarah Kechnie checked and compiled the scores for each section, called references and documented backup for the past performance scoring component. All scoring was complete by May 13, 2011.

Anne Marie Nicholson and Gerry Thuss reviewed all work, reports and final scores.

As a result of this comprehensive process, MicroAge Basics had the high score for art and office supplies. Based on 2010-2011 board-wide actual quantities consumed to date, the estimated value of this award is \$120,000 for the 2011-2012 school year.

**RECOMMENDATION:**

***That the Huron-Perth Catholic District School Board award the 2011-2012 consumable art and office supplies contract to MicroAge Basics.***

GHT/vjb