

**MINUTES OF THE MEETING HELD AT WFCU BUILDING, 2800 TECUMSEH RD. E., WINDSOR, ON,
MONDAY, January 11, 2016 AT 9:30 A.M.**

PRESENT: Bill Bowden, Toni Michalczuk, Jim Sparrow, George Merrett, Norm Renaud, Marilyn Laframboise, Gord Miall, Marg Clarke, Emy McBride, Roger LeBlanc

1. President Jim Sparrow called the meeting to order at 9:35 A.M. and read the Statement of Purpose
2. **Motion to approve the Agenda – moved by Emy McBride; seconded by Gord Miall. Carried**
3. **Motion to accept the Minutes of the December 7, 2015 Executive Meeting - moved by Norm Renaud; seconded by George Merrett. Carried**

4. BUSINESS ARISING FROM THE MINUTES

- a) Communications Committee Policies and Procedures will need to be coordinated sometime in the near future.
- b) Grief pamphlet update – postponed.
- c) The decision to invite Yolanda Bronstein – Foundation - to address a Luncheon was postponed to a future meeting.
- d) Spring Luncheon update – Marg has done Silent Auction form.. **Note to Executive members – please bring auction items to Newsletter mailing session rather than next Exec. Mtg.**
- e) Guest invitees to Luncheon – postponed to March Exec. Mtg.
- f) Proposed changes to Constitution. – the following clauses will need to be amended by replacing “President-Elect” with “First Vice-President/President Elect”: 2.01(a)(b), 2.07,2.26(title), 3.01(d), 3.02(b), and 4.04. These changes will have to be approved at the 2016 AGM.

Motion – That the title “Vice-President” be changed to “Second Vice-President” (mutatis mutandi) in the District 7 Constitution” – moved by Norm Renaud; seconded by Marg Clarke. Carried.

The following clauses will need to be amended: 2.01(a)(b), 2.08(twice), 2.27(title), 3.01(a), 3.01€ , 4.04. These changes will have to be approved at the 2016 AGM.

5. CORRESPONDENCE – Jim Sparrow

Communications from Provincial were forwarded to Executive Members

Letter received from Richard Harrison, Johnson’s Insurance, regarding the moving of the Windsor office to Chatham.

6. TREASURER’S REPORT – forwarded by Leo Couture

The Balance Sheet, Interim Income Statement, and Monthly Transactions Sheet were reviewed.

Motion –That the budget line Excursions: Casino be adjusted to include our \$1000 donation to RWTO – moved by Norm Renaud; seconded by Emy McBride. Carried.

Motion – That the Treasurer’s Report be accepted – moved by Bill Bowden; seconded by Marg Clarke. Carried.

It was noted that the following motion passed using the Between Meetings Protocol – That the donation to G.O.A.L.S. be increased from \$412 to \$425.

7. EXECUTIVE REPORTS

President– Jim Sparrow

- forwarded communications from Provincial to appropriate Executive members
- attended December Breakfast Club
- contacted Johnson Inc. by letter regarding closing of JI office in Windsor. Spoke to Richardson Harrison by telephone and requested response in writing (received and forwarded to you previously)
- replied to Dan Crowder re: his request for financial assistance for "adopted" students from Nigeria
- attended Awards Committee meeting last Thursday

Past President – Judy Bowden

- met with President Jim to review guest list for Fall and Spring Luncheons
- attended December Breakfast Club
- attended Awards Committee Meeting

First Vice-President/President-Elect –Marg Clarke

-received three applications for district grants and shared them with the committee via email

-attended Awards Committee Meeting

Second Vice-Vice-President – Norm Renaud

- attended Awards Committee meeting

8. COMMITTEE REPORTS

Archives – Emy McBride – N/R

Awards Committee – Norm Renaud

The Executive approved the recommendations of the Awards Committee for the recipient of the Outstanding Service Award and the Community Service Award. In addition the District 7 nominee for the Provincial Founding Member Award was approved.

The Committee will report in March regarding the Young At Heart Award and the Distinguished Member Award.

Bursary Committee – Bill Bowden N/R

Charitable Foundation Rep – Marg Clarke

Data from a member wide survey taken by Dr. Rochon is being gathered and the results will be released shortly

A survey was sent to the District Foundation Representatives regarding the Funeral Home Donation cards. Overall the results were positive

Feedback was requested from the DFR's. The following are some of the responses:

Challenges faced by DFRs

Awareness and understanding of the relevance of the Foundation's mission among district members

Size of District makes it hard to reach all members

What can be done differently/continued

Increases awareness and promotion of the Foundation, including the main stream media

Continue with regular updates (teleconference calls)

Ideas for the New Year

Personal endorsements from members

How do you and members of your district prefer to hear about the Foundation?

87% through existing RTO/ERO vehicles (Renaissance & Liaison)

43% through newsletter(via email)

What can be done to improve communication?

Increased media

Information to District communications representatives

Martha Foster is a new member of the Foundation Board

Final approval was received by the University of Ottawa Ethics Review Board and plans for the official cheque presentation to the University as the recipient of the Foundation's grant for 2015 are being finalized.

A sound bit will be sent to the District Newsletter Editors and Webmasters

Communications Committee

a) Newsletter – John McLaughlin N/R

Assistant – Gord Miall N/R

b) Public Relations and Media Representative – Judy Bowden

This month will be devoted to preparing/printing/distributing materials related to the Grief Pamphlet and Marketing in the Schools

c) Website – Eleanor Douglas

Our laptop is working okay but with all of Microsoft's changes such as not supporting old versions of Internet Explorer I will update it to version 11 but after that we may be forced to use Windows 10. I hope not because I put it on my personal computer and had problems every time there was a Windows update to the extent that I had it scrubbed and returned to Windows 7. It wasn't easy avoiding 8.1 but I got there eventually. Windows 10 is better in minor ways but disastrous when it comes to updates. It crashed my start menu and task bar on more than one

occasion causing me to have to start it in safe mode and deal with the problem in that way. One major problem arose because I had used an anti-virus program that wasn't in sync with Windows 10. I still have not received authorization to buy an anti-virus program for the RTO computer so am currently using AVG free.

Let me know if you have any news to share in the next e-comm, please.

d) Data Manager – Paul Barber –N/R

Goodwill Committee

Mary Mason – N/R

Glenna Hemphill N/R

Val Luscott

Visits were made and Christmas gifts were delivered.

Health Services and Insurance Committee – Bill Bowden N/R

Membership Records – Glenna Hemphill N/R

Member Services – Marilyn Laframboise, Roger LeBlanc

The RPW is set for March 5. There will be no charge to participants for the booklet. Charge for food likely to be \$10 per participant. Final details are being finalized. Registration will again be on-line. Executive members are welcome to attend (pay for food).

Nominating Committee – Judy Bowden N/R

Pension and Retirement Concerns – Gord Miall N/R

Political Advocacy – Norm Renaud

The Ombudsman Office will take over full oversight of municipalities and Universities on January 1, 2016. On September 1st 2015, the Ombudsman's Office took over the responsibility for complaints involving School Boards. Since they have taken this on, they have received many complaints about busing and transportation issues, special education and student discipline. Most issues have been resolved quickly through informal inquiries.

The "Special" ESC LHIN meeting in December dealt with the Leamington Birthing Services. The recommendations that were discussed were:

1. The obstetrical services at LDMH will remain open. Patients who are currently being delivered in Windsor may return to having their deliveries in Leamington.
2. A Navigation Centre be established as close as possible to the hospital. It is apparent that once the maternal needs are met, other health and social determinants of health become apparent. This will reduce the risk to vulnerable populations in Leamington and area including the Low German Mennonite Community, migrant workers and First Nations Community.
3. The Navigation Centre to be managed by the Windsor Essex Community Health Centre in conjunction with LDMH.

Dwight Duncan, former MPP for Windsor Tecumseh has been appointed Interim Chairperson of the Board of Directors of the Windsor-Detroit Bridge Authority. This appointment became effective Jan. 1, 2016.

Social Committee – Toni Michalczuk

Motion – That the Social Committee be empowered to arrange for the \$19.95 lunch at the Caboto Club for the Spring Luncheon – moved by Emy McBride; seconded by Roger LeBlanc. Carried.

The charge for members will remain the same, with an increased subsidy required.

Teacher Education Liaison Committee – Judy Bowden

-Preparations have been finalized for the OTF Workshops to be presented at the Faculty on January 22, 2016

-The Concurrent Students will receive information related to the Roles of their respective Federation while the First Year Consecutive Students will choose 4 Workshops from the following:

- Addressing Barriers to Learning: Mental Health Challenges in our Classrooms
- Building Inclusive and Safe Schools for LGBTQ Students
- Teaching Combined Grades: Challenges and Opportunities

- Making Math Contextual, Visual and Concrete with Technology
- Supporting Minds, Supporting Students
- Assessment and Evaluation (Secondary Focus)
- Classroom Management for the Occasional Teacher
- Organization, Assessment and Evaluation (Primary, Junior, Intermediate)

PRE-SERVICE COMMITTEE REPORT

As we work through the first year of the Two Year Programme, this Committee is evaluating and refining the Courses/Content and Calendar of Year One while at the same time looking to Year Two and the challenges of having the both Year One and Year Two students moving through at the same time

The new design of the Concurrent Programme, in addition to including more Faculties, will have students completing Year One of the Education Programme in their third year and Year Two of the Education Programme in their fifth year. A secondary focus but of equal importance is the work needed to be completed and submitted to OCT and the Ministry for continued Accreditation. This process comes at a time when the Faculty is undergoing a massive transition thereby increasing the challenges brought on by the Accreditation Process in and of itself as well the challenges brought on by the restructuring of the Faculty.

Travel Rep – Bill Bowden

- Stratford trip is set
- Several requests for a trip to Chicago. With the help of Travel Excellence, I will plan one for late Spring or early Fall.

9. PROVINCIAL REPRESENTATIVES

Constitution Committee – George Merrett N/R

Provincial Executive – Judy Bowden

The Provincial Executive along with the Executive Director continue to work on our Strategic Action Plan with the focus of setting some short term (3-5) goals and some long term goals that will help us to focus on improving how we operate now and provide strength and stability into the future. Working our new Director of Marketing and Communications and Senior Staff we are looking at ways of improving how we get our message out to you and our members and at marketing our brand in the Educational Community and beyond. The Communications Audit that was conducted last spring will provide some beginning steps. It was good to hear that we have a good foundation in the Communication area and that there are some identified areas for us to work on. You will be hearing more on this as we move along with it. The next big item on our agenda is Risk Management and the Provincial and Federal Not-for-Profit Corporation Acts. Our goal is to ensure that we comply with the current laws and to look at the proposed changes to the current laws to determine what may need to happen to ensure continued compliance.

You have, within the last week, information regarding the 2016 Charitable Donation, Nominations for the Provincial Founding Members and Distinguished Member Awards, and the 50th Anniversary Celebration. We look forward to your Nomination for the Charitable Donation and the Provincial Awards and for your input with respect to the 50th Anniversary.

10. NEW BUSINESS

1. **Motion – That a \$1000 grant be awarded to the Windsor Quilter’s Guild – moved by Marg Clarke; seconded by Emy McBride. Carried.**
2. Consideration of a grant to the Erie Shores Quilter Guild is postponed until receipt of a Financial Statement and Budget

11. Important Dates to Remember

NOTE: no Executive meeting in February

March 5 - RPW

Breakfast Club

Thursday at Deb’s Diner on Ottawa Street

February 11th -Route 42 Dine on County Road 42 across from the Airport

March 10th -Main Street Diner Talbot Street in Essex

The meeting adjourned at 11:16

Minutes submitted by:

George Merrett, Secretary, District 7

