



MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

TUESDAY, DECEMBER 3, 2013

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, December 3, 2013 at 7:00 p.m. in the Father Kenneth Burns C.S.C. Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 7:30 p.m. by Vice-Chairperson Burkholder.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Trustee MacNeil

2. Roll Call

Trustee	Present	Present Electronically	Absent	Excused
Rhianon Burkholder	✓			
Kathy Burtnik	✓			
Maurice Charbonneau	✓			
Frank Fera	✓			
Fr. Paul MacNeil	✓			
Ed Nieuwesteeg	✓			
Ted O'Leary	✓			
Dino Sicoli	✓			
Student Trustees				
Vincent Atallah	✓			
Dallas McMahon	✓			

The following staff were in attendance:

John Crocco, Director of Education; **Yolanda Baldasaro**, **Ted Farrell**, **Lee Ann Forsyth-Sells**, **Frank Iannantuono**, **Mark Lefebvre**, Superintendents of Education; **Giancarlo Vetrone**, Superintendent of Business & Financial Services; **Scott Whitwell**, Controller of Facilities Services; **Jennifer Brailey**, Manager of Corporate Services & Communications; **Kristine Murphy** Recording Secretary/ Administrative Assistant, Corporate Services & Communications

3. **Approval of the Agenda**

Moved by Trustee Charbonneau

THAT the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of December 3, 2013, as presented.

CARRIED

4. **Declaration of Interest**

A Disclosure of Interest was declared by Vice-Chairperson Burkholder with Item C6.1 of the Public Agenda, as she has a family member who is associated with the Quartek Group.

5. **Approval of Minutes of the Committee of the Whole Meeting of November 12, 2013**

Moved by Trustee Nieuwesteeg

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of November 12, 2013, as presented.

CARRIED

B. PRESENTATIONS

1. **Nil**

C. COMMITTEE AND STAFF REPORTS

1. **Policy Committee**

1.1 **Unapproved Minutes of the Policy Committee Meeting of October 22, 2013**

Moved by Trustee O'Leary

THAT the Committee of the Whole receive the unapproved Minutes of the Policy Committee Meeting of October 22, 2013, as presented.

CARRIED

1.2 **Approval of Policies**

1.2.1 **Employee Meals & Hospitality Policy (201.14)**

Moved by Trustee O'Leary

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Employee Meals & Hospitality Policy (201.14), as presented.

CARRIED

1.2.2 Employee Conferences, Workshops & Meetings Policy (201.15)

Moved by Trustee O'Leary

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Employee Conferences, Workshops & Meetings Policy (201.15), as presented.

CARRIED

1.2.3 Corporate Cards, Purchasing Cards & Petty Cash Policy (600.4)

Moved by Trustee O'Leary

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Corporate Cards, Purchasing Cards & Petty Cash Policy (600.4), as presented.

CARRIED

1.2.4 Admission of Elementary and Secondary Students Policy (301.1)

Moved by Trustee O'Leary

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Admission of Elementary and Secondary Students Policy (301.1), as presented.

CARRIED

1.2.5 Continuing Education Policy (400.1)

Moved by Trustee O'Leary

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Continuing Education Policy (400.1), as presented.

CARRIED

1.2.6 Access to School Premises Policy (302.6.3)

Moved by Trustee O'Leary

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Access to School Premises Policy (302.6.3), as presented.

CARRIED

1.3 Policy and Guideline Review 2013-2014 Schedule

Director Crocco presented the Policy and Guideline Review 2013-2014 Schedule for Trustees' Information. He pointed out that the new policy on the use of the Board Logo will be brought to the March Policy Committee prior to vetting.

2. St. Catharines Elementary and Secondary Family of Schools /Michael J. Brennan Catholic, St. James Catholic, Assumption Catholic, St. Alfred Catholic, St. Ann Catholic, Canadian Martyrs Catholic and Our Lady of Fatima Catholic Elementary Schools Ad Hoc Attendance Area Review Committee

2.1 Unapproved Minutes of the Town Hall Feedback Session – November 18, 2013

The Unapproved Minutes of Ad Hoc Attendance Area Review Town Hall Feedback Session for the St. Catharines Elementary and Secondary Family of Schools of November 18, 2013 were presented for information.

2.2 Unapproved Minutes of the Committee Meeting – November 18, 2013

The Unapproved Minutes of Ad Hoc Attendance Area Review Committee Meeting for the St. Catharines Elementary and Secondary Family of Schools of November 18, 2013 were presented for information.

2.3 St. Catharines Ad Hoc Attendance Area Review Committee Report

Trustee Burkholder, Chair of the St. Catharines Ad Hoc Attendance Area Review committee introduced the report and thanked all the members of the Committee for their diligent work.

Yolanda Baldasaro, Superintendent of Education presented details outlined in the report, following which Trustees discussed the proposed changes.

Moved by Trustee Charbonneau

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board receive the report of the St. Catharines Elementary and Secondary Family of Schools/Michael J. Brennan Catholic, St. James Catholic, Assumption Catholic, St. Alfred Catholic, St. Ann Catholic, Canadian Martyrs Catholic and Our Lady of Fatima Catholic Elementary Schools Ad Hoc Attendance Area Review Committee and approve the recommendations as presented.

- 1. THAT** upon further consideration by the St. Catharines Elementary and Secondary Family of Schools/Michael J. Brennan Catholic, St. James Catholic, Assumption Catholic, St. Alfred Catholic, St. Ann Catholic, Canadian Martyrs Catholic and Our Lady of Fatima Catholic Elementary Schools Ad Hoc Attendance Area Review Committee that the following proposed boundary changes occur for St. Ann Catholic, St. James Catholic, Our Lady of Fatima Catholic, and Assumption Catholic Elementary Schools effective September 2014.

THAT the new boundary description for St. Ann Catholic Elementary School be described as:

East: Commencing on Lake Street (centerline) to

South: Lakeshore Road (centerline) to Lakeport Road (centerline) to Linwell Road (centerline) to Ontario Street (centerline) to Ontario Jaycee Gardens (Fairview Creek) projected west to Twelve Mile Creek South to Hwy 406 to Vansickle Road N (centerline) to Martindale Road to Erion Road (centerline – and its extension) to

West: Hwy 406 to the QEW to

North: Fifteen Mile Creek to Lake Ontario to the point of commencement on Lake Street (centerline)

THAT the new boundary for St. James Catholic Elementary School be described as:

East: Commencing at Lake Ontario and Vine Street (centerline) to

South: Linwell Road (centerline) to

West: Lakeport Road (centerline) to Ontario Street (centerline) to Lakeshore Road (centerline) to Lake Street (centerline) to

North: Lake Ontario to the point of commencement on Vine Street

THAT the new boundary description for Our Lady of Fatima Catholic Elementary School be described as:

East: Commencing on Niagara Street (centerline) at Linwell Road to

South: Scott Street (centerline) to

West: Lake Street (centerline) to

North: Linwell Road (centerline) to the point of commencement on Niagara Street

THAT the new boundary description for Assumption Catholic Elementary School be described as:

East: Commencing on the City Boundary (St. Catharines & Niagara on the Lake) to

South: Linwell Road East (centerline), crossing Welland Canal to Linwell Road to

West: Vine Street (centerline) to

North: Lake Ontario to the point of commencement on the City Boundary

CARRIED

Moved by Trustee Sicoli

- 2. THAT** there is grandfathered right of attendance to current students at Our Lady of Fatima Catholic Elementary School without transportation (as per Board Policy/Guidelines 301.1, Admission of Elementary and Secondary Students and Board Policy/Guidelines 500.2, Student Transportation).

CARRIED

Moved by Trustee O'Leary

- 3. THAT** there is grandfathered right of attendance to St. James Catholic Elementary School, with transportation (as per Board Policy/Guidelines 301.1, Admission of Elementary and Secondary Students and Board Policy/Guidelines 500.2, Student Transportation) provided to current Grade 6 Michael J. Brennan Catholic/St. James Catholic Elementary School students only, and their siblings, who choose to attend St. James Catholic Elementary School until June 2016 at which time transportation will be discontinued.

CARRIED

Moved by Trustee Charbonneau

- 4. THAT** students currently in Grade 7 at St. James Catholic Elementary School will be considered as a grandfathered right of attendance with transportation (as per Board Policy/Guidelines 301.1, Admission of Elementary and Secondary Students and Board Policy/Guidelines 500.2, Student Transportation) until June 2015.

CARRIED

Moved by Trustee Nieuwesteeg

- 5. THAT** Senior Staff proceed with the transition plan in consultation with staff and Catholic School Councils for the transition of students of the affected school communities.

CARRIED

3. Niagara Catholic Parent Involvement Committee, Catholic School Council Chairs/Co-Chairs and Members' Sharing Session

Lee Ann Forsyth-Sells, Superintendent of Education presented the report on the Niagara Catholic Parent Involvement Committee (NCPIC), Catholic School Council Chairs/Co-Chairs and Members' Sharing Session for information.

Chair Burkholder welcomed Mary-Jo Au, Chair of the NCPIC who was in attendance.

4. Early Learning Program Initiatives 2013-2014

Mark Lefebvre Superintendent of Education introduced Kendall Cappellazzo, Early Years Consultant Lead and Chris Moscato, Numeracy Facilitator who presented the report on Early Learning Program Initiatives 2013-2014 for information.

Trustees asked questions for clarifications.

5. Staff Development Department Professional Development Opportunities

Frank Iannantuono, Superintendent of Education/Human Resources Services presented the report on Staff Development Department Professional Development Opportunities for information.

6. Monthly Updates

6.1 Capital Projects Update

Scott Whitwell, Controller of Facilities Services, presented the Capital Projects and advised that all projects are completed except Lakeshore Catholic High School.

6.2 Student Trustees' Update

Vincent Atallah and Dallas McMahon, Student Trustees, will present an update on the activities of the Student Senate at the December Board Meeting.

6.3 Senior Staff Good News Update

The following Senior Staff presented Good New updates:

Ted Farrell, Superintendent of Education

The Culinary Arts students from Denis Morris Catholic High School received media attention for the work they do in preparing meals for organizations such as the Project Share Food Bank in Niagara Falls. Last year the students hosted a dinner for 800 for the Salvation Army and are planning to do the same this year.

Mark Lefebvre, Superintendent of Education

Our Lady of Mount Carmel Grade 6 students participated in two (2) virtual classroom lessons with prominent Canadians via the National Film Board of Canada – Understanding Earth and Space Systems with Chris Hadfield and Understanding Life Systems – Biodiversity. Interacting with students were David Suzuki and Olympic medallist in kayaking, Adam van Koverden.

Joseph Forte a teacher at Mary Ward Catholic Elementary School has published a book "At the Window". The book will be distributed to Niagara Catholic Elementary School Information Centres by the Program Department.

John Crocco, Director of Education

Niagara Catholic's total contribution to Development and Peace Caritas Nassa in the Philippines was \$51,126.94. The goal was reached through matched funds by the Government of Canada and from the school community's support through the Holy Childhood Walk, Pilgrimage and Mary's Meals.

D. INFORMATION

1. Trustee Information

1.1 Spotlight on Niagara Catholic – November 26, 2013

Director Crocco highlighted the Spotlight on Niagara Catholic – November 26, 2013 issue for Trustees' information.

1.2 Calendar of Events – December 2013

Director Crocco presented the December 2013 Calendar of Events for Trustees' information.

1.3 Annual Administrators, Trustees and Parish Priests Faith Formation – December 12, 2013

Trustees were asked to confirm their attendance at the Annual Administrator, Trustees and Parish Faith Formation – December 12, 2013 with Linda Marconi, by December 9, 2013.

E. OTHER BUSINESS

1. General Discussion to Plan for Future Action

1.1 Draft Letter of Reply to District School Board of Niagara

Chair Kathy Burtnik presented a draft letter addressed to the Chair of the District School Board of Niagara.

Trustees discussed the content of the letter and agreed that a revised draft of the letter will be brought to the Board Meeting on December 17, 2013.

F. BUSINESS IN CAMERA

Moved by Trustee O'Leary

THAT the Committee of the Whole move into the In Camera Session.

CARRIED

The meeting went into In Camera Session at 8:50 p.m. and reconvened in public session at 9:46 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Nieuwesteeg

THAT the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of December 3, 2013.

CARRIED

SECTION A: STUDENT TRUSTEES INCLUDED

Moved by Trustee Nieuwesteeg

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting - In Camera Session (Section A: Student Trustees Included) held on November 12, 2013, as presented.

CARRIED (Item F1)

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee Charbonneau

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting - In Camera Session (Section B: Student Trustees Excluded) held on November 12, 2013, as presented.

CARRIED (Item F4)

Moved by Trustee Nieuwesteeg

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Terms and Conditions - September 1, 2013 – August 31, 2014 - for the Principals and Vice-Principals of the Niagara Catholic District School Board, as presented.

CARRIED (Item F6)

H. ADJOURNMENT

Moved by Trustee Sicoli

THAT the December 3, 2013 Committee of the Whole Meeting be adjourned.

CARRIED

This meeting was adjourned at 9:50 p.m.

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **December 3, 2013.**

Approved on **January 14, 2014.**

Rhianon Burkholder
Vice-Chairperson of the Board

John Crocco
Director of Education/Secretary -Treasurer