



## MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

### TUESDAY, JANUARY 14, 2014

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, January 14, 2014 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 7:00 p.m. by Vice-Chair Burkholder.

#### A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Trustee Nieuwesteeg

2. Roll Call

Vice-Chair Burkholder noted that Trustee Fera was excused and that all other Trustees were in attendance.

Trustee	Present	Present Electronically	Absent	Excused
Rhianon Burkholder	✓			
Kathy Burtnik	✓			
Maurice Charbonneau	✓			
Frank Fera				✓
Fr. Paul MacNeil	✓			
Ed Nieuwesteeg	✓			
Ted O'Leary	✓			
Dino Sicoli	✓			
<b>Student Trustees</b>				
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**

Item F4, 2 was added to the In Camera Agenda

Moved by Trustee Charbonneau

**THAT** the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of January 14, 2014, as amended.

**CARRIED**

4. **Declaration of Conflict of Interest**

A Declaration of Conflict of Interest was declared by Trustee Burkholder with Item C5 and C11 appendix B of the Public Agenda, as she has a family member who is associated with the Quartek Group.

Trustee Burkholder did not take part in the discussion of, or vote on any question in respect of the matter.

5. **Approval of Minutes of the Committee of the Whole Meeting of December 3, 2013**

Moved by Trustee Nieuwesteeg

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

**CARRIED**

**B. PRESENTATION**

1. **International Education Partnership Agreements and Visits**

Frank Iannantuono, Superintendent of Education, introduced Fred Wilson, Supervisor International Education, who presented the report on International Education Partnership Agreements and Visits.

Niagara Catholic International Program staff has actively engaged potential international partners to design agreements for student and staff exchanges, program and service delivery, staff training and professional development opportunities. Between January 6 and February 25, 2014, ninety-two (92) elementary students from South Korea will be attending Niagara Catholic schools as part of the Integration Program with the Board.

Mr. Wilson introduced members of the group from South Korea, which included principals, teachers and chaperones. Among them was Sister Angela Bang, Principal of Bokoja Catholic Girl's Middle School, which has a Memorandum of Understanding with the Board. Also present was Sister Insuk Pak, Principal of Soha Catholic Elementary School; to begin discussions on a partnership with the Board. Sister Angela and Sister Insuk addressed the Board and spoke of

the valuable opportunities afforded them and students through their partnership and highlighted their experiences at Niagara Catholic. Kevin Yu from Skyvision Academy was also in attendance.

Chair Burtnik, Director Crocco and Sister Insuk Pak signed a Memorandum of Understanding to develop a new international education partnership with Soha Catholic Elementary School.

Chair Burtnik thanked the representatives for entrusting Niagara Catholic with their students and assisted by Director Crocco presented the representatives with a Niagara Catholic lapel pin.

In addition to the students from South Korea, twenty-four (24) students from Panama and Peru are scheduled to arrive in late January 2014 to join this current Integration Program group.

## **C. COMMITTEE AND STAFF REPORTS**

### **1. Policy Committee – Policy and Guideline Review 2013 -2014 Schedule**

Director Crocco, presented a revised Policy and Guideline Review 2013-2014 Schedule for Trustees' Information.

### **2. Raise Me Up 2013-2014**

Mark Lefebvre, Superintendent of Education, introduced Marco Magazzeni, Coordinator of Student Success, who provided the Board with information on the Raise Me Up 2013-2014 program. Niagara Catholic students, working alongside qualified and certified local trades, are currently constructing a 1200 square foot home. As students work with local industry leaders, they have the opportunity to be registered as apprentices under the Ontario Youth Apprenticeship Program.

Students from Notre Dame College School, Tye Mack and Tyler Westen and Lakeshore Catholic High School student, Owen Pasinsky spoke of the skills they were gaining by being part of this program. Parent, Mrs. Brenda Potter mother of Quintin Jarrett spoke about the benefits of the program and the tremendous opportunity it presented for students.

Ivana Galante, Consultant K-12 Technology/Specialist High Skills Major presented a visual presentation on the Raise Me Up Project.

Vice-Chair Burkholder and Director Crocco presented Excellence in Academic Pins to the students in the program.

Staff answered questions of Trustees.

### **3. Community Addiction Services of Niagara – Holy Cross Catholic Secondary School**

Yolanda Baldasaro, Superintendent of Education introduced Christine Battagli, Consultant, Research, Assessment, Evaluation and Reporting; Andrea Bozza, Mental Health Lead; Denice Robertson, Principal, Holy Cross Catholic Secondary School; Paul Niesink, Director of Community Programs, Community Addiction Services of Niagara and Joanne Baker, Counsellor, Community Addiction Services of Niagara (CASON). They provided a brief overview of the school-based substance abuse/addiction treatment and counselling program at Holy Cross Catholic Secondary School, as well as a visual presentation on how it supports Niagara Catholic's 2013-2014 Enabling Strategies that focus on providing supports for student success in the area of Mental Health and Addictions.

Paul Niesink and Joanne Baker answered questions of Trustees.

**4. Attendance Support Program**

Frank Iannantuono, Superintendent of Education/Human Resources introduced, Lana Pasto, Coordinator of Attendance Support. Ms. Pasto presented background information on the implementation of the Board Attendance Support Program.

Superintendent Iannantuono, explained that an overview of the program to be implemented will be presented at the January 16, 2014 Director's Meeting and that Principals, Managers and Supervisors will receive training on that date.

Director Crocco, Superintendent Iannantuono and Ms. Pasto answered questions of Trustees.

Based on the need to remove the policy reference to the Putting Students First Act, staff was asked to make the necessary edits and bring the Attendance Support Program Policy (201.16) to the Policy Committee meeting on January 28, 2014.

**5. Award of Construction Contract for Early Learning Kindergarten Program (ELKP)-Year 5**

Chair Burtnik chaired the Committee of the Whole Meeting for this item.

Moved by Trustee Nieuwesteeg

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Award of Construction Contracts for Early Learning Kindergarten Program (ELKP) – Year 5 to.

SCHOOL NAME	RECOMMENDED CONTRACTOR	TOTAL PROJECT COST
Canadian Martyrs	King Contractors	\$993,684
Loretto Catholic	Brouwer Construction	\$801,615
St. John Bosco	Stolk Construction	\$601,858

for a total three project cost of \$2,397,157.

**CARRIED**

**6. Award of Construction Contract for St. James Catholic Elementary School Addition**

Moved by Trustee Charbonneau

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Award of Construction Contract for St. James Catholic Elementary School Addition/Renovations to Charter Building Company with a total project cost of \$2,721,042.

**CARRIED**

**7. Award of Construction Contract for Our Lady of Mount Carmel Catholic Elementary School Renovations**

Moved by Trustee Nieuwesteeg

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Award of Construction Contract For Our Lady of Mount Carmel Catholic Elementary School Renovations to Bromac Construction Inc. with a total project cost of \$2,423,405.

**CARRIED**

**8. Elementary School Chapels**

Scott Whitwell, Controller of Facilities Services, presented the report on Elementary School Chapels for information.

With the full support of the Director Crocco, Senior Administrative Council and school Principals, Facilities Services is currently designing the first three elementary school Chapels at the new St. Martin Catholic Elementary School, Our Lady of Mount Carmel Catholic and St. James Catholic Elementary Schools as part of the new construction and renovations to these schools.

Director Crocco and Controller Whitwell answered questions of Trustees.

**9. Extended Overnight Field Trip, Excursion and Exchange Approval Committee -2014**

Superintendent Lefebvre presented the report on Extended Overnight Field Trip/Excursion and Exchange for information.

**10. Staff Development Department Professional Development Opportunities January & February 2014**

Superintendent Iannantuono presented the report on the Staff Development Department Professional Development Opportunities January & February for information.

**11. Monthly Updates**

**11.1 Capital Projects Update**

Chair Burtnik chaired the Committee of the Whole Meeting for this item.

Controller Whitwell presented the Capital Projects Update.

**11.2 Student Senate Update**

Vincent Atallah and Dallas McMahon, Student Trustees, presented a brief verbal update on the current activities of the Student Senate.

**11.3 Senior Staff Good News Update**

Senior Staff highlights included:

**Superintendent Farrell**

- Grant Frost has been hired as the new Education Technology Officer. He is a graduate of Denis Morris Catholic High School and the University of Guelph. Mr. Frost brings 25 years of knowledge and experience in the Information Technology (IT) field to his new position with Niagara Catholic. Mr. Frost joins the Niagara Catholic Education Information Technology Department team from BlackBerry / Research in Motion. He is in the process of meeting with the various stakeholders within Niagara Catholic to determine how to address the needs of the system.

### **Superintendent Baldasaro**

- Mother Theresa Catholic Elementary School will be hosting its Canadian Exhibit on January 23, 2014 at 12:30 p.m. involving Grade 7 and Grade 8 students. Senator Victor Oh, from Ottawa, will be attending as a special guest.

### **Superintendent Mark Lefebvre**

- A copy of the book 'At the Window' written by Joseph Forte teacher at Mary Ward Catholic Elementary School was provided to each Trustee.

## **D. INFORMATION**

### **1. Trustee Information**

#### **1.1 Spotlight on Niagara Catholic – December 17, 2013**

Director Crocco highlighted the Spotlight on Niagara Catholic – December 17, 2013 issue for Trustees' information.

#### **1.2 Calendar of Events – February 2014**

Director Crocco presented the February 2014 Calendar of Events for Trustees' information.

#### **1.3 4<sup>th</sup> Annual Niagara Catholic Baby Celebration – January 15, 2014**

Director Crocco reminded Trustees that the 4<sup>th</sup> Annual Niagara Catholic Baby Celebration will be held on January 15, 2014.

#### **1.4 OCSTA Professional Development Seminar – January 17-18, 2014**

Director Crocco reminded Trustees that the OCSTA Professional Development Seminar Preliminary Program will be held on January 17-18, 2014.

Trustees were asked to confirm their attendance with Kristine Murphy.

#### **1.5 Business Education Council Annual Partners Breakfast – February 7, 2014**

Director Crocco reminded Trustees that the Business Education Council Annual Partners Breakfast will be held on February 7, 2014.

Trustees were asked to confirm their attendance with Kristine Murphy.

#### **1.6 Draft 2014 Board Committee Membership**

Chair Burtnik presented the Draft 2014 Board Committee Membership for the review of Trustees. A final copy will be provided at the January Board Meeting.

## **E. OTHER BUSINESS**

### **1. General Discussion to Plan for Future Action**

- 1.1 Director Crocco informed the Trustees that Superintendents Baldasaro and Farrell will send letters to the families who were affected by the new boundary changes as a result of the recent St. Catharines Boundary Area Review Committee Meeting. Director Crocco will forward as requested by the Chair a copy of the letter template that will be sent to all Trustees for their information.

## **F. BUSINESS IN CAMERA**

Moved by Trustee MacNeil

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

**CARRIED**

The Committee of the Whole moved into the In Camera Session of the Committee of the Whole Meeting at 10:20 p.m. and reconvened at 10:57 p.m.

## **G. REPORT ON THE IN-CAMERA SESSION**

Moved by Trustee MacNeil

**THAT** the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of January 14, 2014.

**CARRIED**

### **SECTION A: STUDENT TRUSTEES INCLUDED**

Moved by Trustee MacNeil

**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 December 3, 2013, as presented.

**CARRIED (Item F1)**

### **SECTION B: STUDENT TRUSTEES EXCLUDED**

Moved by Trustee O'Leary

**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 December 3, 2013, as presented.

**CARRIED (Item F4)**

## **H. ADJOURNMENT**

Moved by Trustee Sicoli

**THAT** the January 14, 2014 Committee of the Whole Meeting be adjourned.

**CARRIED**

This meeting was adjourned at 10:59 p.m.

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Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **January 14, 2014.**

Approved on **February 11, 2014.**

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Rhianon Burkholder  
Vice-Chairperson of the Board

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John Crocco  
Director of Education/Secretary -Treasurer