



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## MINUTES OF THE BOARD MEETING

**TUESDAY, JUNE 12, 2012**

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Minutes of the Meeting of the Niagara Catholic District School Board, held on Tuesday, June 12, 2012, at 7:00 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 7:00 p.m. by Chairperson Burtnik.

### A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Trustee Burkholder.

2. Roll Call

Chairperson Burtnik noted that all Vice-Chairperson Charbonneau participated in the Board Meeting electronically.

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>				
Ryan Creelman	✓			
Patrick Morris	✓			

The following staff were in attendance:

**John Crocco**, Director of Education; **Yolanda Baldasaro**, **Mario Ciccarelli**, **Lee Ann Forsyth-Sells**, **Frank Iannantuono**, **Mark Lefebvre**, Superintendents of Education; **Larry Reich**, Superintendent of Business & Financial Services; **Jennifer Brailey**, Manager of Corporate Services & Communications; **Sherry Morena**, Recording Secretary/Administrative Assistant, Corporate Services & Communications

**3. Approval of the Agenda**

Moved by Trustee Sicoli

Seconded by Trustee MacNeil

**THAT** the Niagara Catholic District School Board approve the Agenda of the Board Meeting of June 12, 2012, as amended:

Addition of Item D1.1 - Application to Co-host the 2014 OCSTA AGM & Conference  
Rearrangement of Items C1 & B3 to precede Item B1

**CARRIED**

**4. Disclosure of Interest**

No Disclosures of Interest were declared with any items on the agenda.

**5. Approval of Minutes of the Board Meeting of May 22, 2012**

Moved by Trustee Charbonneau

Seconded by Trustee O'Leary

**THAT** the Niagara Catholic District School Board approve the Minutes of the Board Meeting of May 22, 2012, as presented.

**CARRIED**

**B. DELEGATIONS/PRESENTATIONS**

**1. School Excellence Program – St. Mary Catholic Elementary School, Niagara Falls**

Director Crocco provided background information on the monthly School Excellence Program. Superintendent Lefebvre introduced Roger Demers, Principal of St. Mary Catholic Elementary School, Niagara Falls.

Principal Demers, with the assistance of students and staff showcased St. Mary Catholic Elementary School as part of the School Excellence Program.

Chairperson Burtnik thanked Principal Demers, the staff and students for their presentation and performance.

**2. Kids Helping Kids...Celebrating 14 Years of Contributions**

Yolanda Baldasaro, Superintendent of Education, presented background information on "Kids Helping Kids...Celebrating 14 Years of Contributions".

Jim Marino, Executive Director of the Niagara Peninsula Children's Centre, publicly thanked the Board for all their support over the years and related a few success stories regarding children who attended the Centre. These accomplishments and successes are made possible thanks to donations made to the Niagara Peninsula Children's Centre.

Student Trustee Patrick Morris, on behalf of the Student Senate, spoke of the students support and belief in assisting students with special needs.

Vice-Chairperson Charbonneau thanked Jim Marino for the contributions and commitment he has displayed over the years for the Niagara Peninsula Children's Centre.

Mr. Marino was presented with a cheque in the amount of \$36,472.50 on behalf of the staff and students of the Niagara Catholic District School Board.

**3. Canadian Secondary Schools Rowing Association Regatta 2012**

Mike Sheahan, Physical Education Consultation, welcomed various Secondary School Principals who presented information on their school's accomplishments in the Annual Canadian Secondary Schools Rowing Association Regatta 2012 which took place in St. Catharines in June.

The coaches and students were introduced and congratulated on their commitment and dedication to the sport.

Chairperson Burtnik praised the student athletes and coaches for their accomplishments. The Chairperson with the assistance of fellow Trustees presented the student athletes with Niagara Catholic "Excellence in Athletics" pins.

**4. OFSAA Medalists/All Ontario Championships**

Physical Education Consultant Sheahan welcomed various Secondary School Principals who presented information on the accomplishments of both individuals and teams, who earned Gold, Silver and Bronze medal placements in OFSAA and All Ontario Championships.

The coaches and students were introduced and congratulated on their many successes and accomplishments.

Chairperson Burtnik congratulated all the student athletes on their accomplishments and dedication to their sports. Chairperson Burtnik along with fellow Trustees presented the student athletes with Niagara Catholic "Excellence in Athletics" pins.

**C. COMMITTEE AND STAFF REPORTS**

**1. Unapproved Minutes of the Committee of the Whole Meeting of June 5, 2012 and Consideration of Recommendations**

Moved by Trustee O'Leary  
Seconded by Trustee Burkholder

**THAT** the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of June 5, 2012, as presented.

**CARRIED**

The following recommendations were presented for the Board's consideration from the Committee of the Whole Meeting of June 5, 2012:

**1.1 Approval of Policies**

**1.1.1 Bottled Water Policy (New)**

Moved by Trustee Burkholder

Seconded by Trustee Charbonneau

**THAT** the Niagara Catholic District School Board approve the Bottled Water Policy, as presented.

**CARRIED**

**1.1.2 Christian Community Service Policy (400.3)**

Moved by Trustee MacNeil

Seconded by Trustee Sicoli

**THAT** the Niagara Catholic District School Board approve the Christian Community Service Policy (400.3), as presented.

**CARRIED**

**1.1.3 Diabetes Management Policy (New)**

Moved by Trustee O'Leary

Seconded by Trustee Burkholder

**THAT** the Niagara Catholic District School Board approve the Diabetes Management Policy, as presented.

**CARRIED**

**1.1.4 Secondary Dress Code – Safe Schools (302.6.6.2)**

Moved by Trustee Fera

Seconded by Trustee Sicoli

**THAT** the Niagara Catholic District School Board approve the Secondary Dress Code – Safe Schools (302.6.6.2), as presented.

**CARRIED**

**1.1.5 Education-Based Research Policy (301.2)**

Moved by Trustee Burkholder

Seconded by Trustee MacNeil

**THAT** the Niagara Catholic District School Board approve the Education-Based Research Policy (301.2), as presented.

**CARRIED**

**1.1.6 Educational Field Trips Policy (400.2)**

Moved by Trustee Sicoli

Seconded by Trustee Fera

**THAT** the Niagara Catholic District School Board approve the Educational Field Trips Policy (400.2), as presented.

**CARRIED**

**1.1.7 Electronic Communications Systems Policy (Employees) (201.12)**

Moved by Trustee Nieuwesteeg

Seconded by Trustee Sicoli

**THAT** the Niagara Catholic District School Board approve the Electronic Communications Systems Policy (Employees) (201.12), as presented.

**CARRIED**

**1.1.8 Electronic Communications Systems Policy (Students) (301.5)**

Moved by Trustee Nieuwesteeg

Seconded by Trustee Sicoli

**THAT** the Niagara Catholic District School Board approve the Electronic Communications Systems Policy (Students) (301.5), as presented.

**CARRIED**

**1.1.9 Employee Hiring and Selection Policy (Teachers) (New)**

Moved by Burkholder

Seconded by Trustee Sicoli

**THAT** the Niagara Catholic District School Board approve the Employee Hiring and Selection Policy (Teachers), as presented.

**CARRIED**

**1.1.10 Fundraising Policy (301.4)**

Moved by Trustee Fera

Seconded by Trustee Nieuwesteeg

**THAT** the Niagara Catholic District School Board approve the Fundraising Policy (301.4), as presented.

**CARRIED**

**1.2 Report on the 2012-2013 Annual Budget**

Moved by Trustee Burkholder

Seconded by Trustee MacNeil

**THAT** the Niagara Catholic District School Board approve the Report on the 2012-2013 Annual Budget, as presented.

**CARRIED**

**2. Approved Minutes of the Special Education Advisory Committee Meeting of May 2, 2012**

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Moved by Trustee Burkholder

Seconded by Trustee MacNeil

**THAT** the Niagara Catholic District School Board receive the Approved Minutes of the Special Education Advisory Committee Meeting of May 2, 2012, as presented for information.

**CARRIED**

**3. Approved Minutes of the Minutes of the Niagara Catholic Parent Involvement Committee (NCPIC) Meeting of March 8, 2012**

Moved by Trustee Charbonneau

Seconded by Trustee Sicoli

**THAT** the Niagara Catholic District School Board receive the Approved Minutes of the Niagara Catholic Parent Involvement Committee (NCPIC) Meeting of March 8, 2012, as presented for information.

**CARRIED**

**4. 2012-2013 Annual Budget**

Director Crocco as Secretary/Treasurer of the Niagara Catholic District School Board presented the Niagara Catholic 2012-2013 Annual Budget. He stated that Senior Staff is submitting a balanced budget, in compliance with the Ministry of Education regulations. The Budget is presented at this time, without accessing funds from the Board's reserves to achieve a balanced budget. The Budget continues to allocate the necessary funding to implement and deliver the excellence and distinctive Catholic programs and services to our students and staff as approved by the Board Vision 2020 Strategic Plan; and the Board approved System Priority Indicators for 2012-2013; Board Policies and Administrative Guidelines and Ministry of Education Directives.

Director Crocco and Superintendent of Business and Financial Services, Larry Reich, will continue to keep the Board updated through budget reports and revised estimates.

Chairperson Burtnik along with Trustees thanked and congratulated the Director of Education and Senior Administrative Council for their leadership, focus and commitment to preparing a balanced budget, while keeping the Board's priorities first and foremost.

Moved by Trustee MacNeil

Seconded by Trustee Sicoli

**THAT** the Niagara Catholic District School Board approve the 2012-2013 Annual Budget, as presented.

**CARRIED**

**5. Ontario Early Years Centre Audited Financial Statements – March 31, 2012**

Larry Reich, Superintendent of Business & Financial Services, presented the report on the Ontario Early Years Centre – Audited Financial Statements as at March 31, 2012.

Moved by Trustee Burkholder

Seconded by Trustee O'Leary

**THAT** the Niagara Catholic District School Board approve the Audited Financial Statements and Ministry schedules for the Ontario Early Years Centre as at March 31, 2012 as presented.

**CARRIED**

**6. Three-Year Theological Theme and Adult Faith Formation Program**

Director Crocco welcomed Debra McCaffery, Board Chaplaincy Leader, who presented the report on the Three-Year Theological Theme and Adult Faith Formation Program, which is in compliance with the Board's Vision 2020 Strategic Plan and the Strategic Direction Priority

Indicator to “Build Strong Catholic Identity and Community to Nurture the Distinctiveness of Catholic Education” for 2012-2013.

The Niagara Catholic Faith Focus Team, which represents all staff in the Niagara Catholic family, has developed the theological theme for the next three years as “Growing in Wisdom to Worship and Witness”, focusing on Wisdom in the first year, Worship in the second year and Witness in the third year.

Trustees discussed the Theological Theme and Adult Faith Formation Program and expressed approval and support in the development of the program and the various components involved.

Moved by Trustee MacNeil  
Seconded by Trustee Sicoli

**THAT** the Niagara Catholic District School Board receive and endorse the Three-Year Theological Theme and Adult Faith Formation Program, as presented.

**CARRIED**

**7. Niagara Catholic Mental Health and Addictions Support Plan**

Yolanda Baldasaro, Superintendent of Education, welcomed Ken Lococo, Behaviour Resource Teacher, and Amanda Riley, Applied Behaviour Analysis Supervisor, who provided an overview of the new Niagara Catholic Mental Health and Addictions Support Plan, which was created to align with the provincial strategy and the Niagara Catholic District School Board Vision 2020 Plan, along with the Niagara Catholic System Priorities 2011-2012, “Enabling Strategy: To design a Niagara Catholic Mental Health Support Plan to address the need for increased supports for mental health by June 2012”.

Trustees expressed gratitude and appreciation to the team who assisted in developing the Niagara Catholic Mental Health and Addictions Support Plan.

Moved by Trustee Nieuwesteeg  
Seconded by Trustee O’Leary

**THAT** the Niagara Catholic District School Board receive and endorse the Niagara Catholic Mental Health and Addictions Support Plan, as presented.

**CARRIED**

**8. Extended Overnight Field Trip, Excursion and Exchange Committee Approvals**

Mark Lefebvre, Superintendent of Education, presented the Extended Overnight Field Trip, Excursion and Exchange Committee Approvals.

**9. Executive Council Power**

Director Crocco presented the annual report on Executive Council Power stating that it is being presented should an emergency situation occur during the months of July and August and a quorum for a Special Board Meeting cannot be reached after all reasonable attempts have been exhausted.

Moved by Trustee Charbonneau

Seconded by Trustee Fera

**THAT** the Niagara Catholic District School Board empower Executive Council to approve any actions, of an emergency nature, recommended by the Director of Education, if a quorum cannot be achieved after a Special Meeting of the Board is called as per Board By-Laws, during the months of July and August 2012.

**CARRIED**

**11. Financial Reports**

**11.1 Monthly Banking Transactions**

Moved by Trustee Burkholder

Seconded by Trustee O'Leary

**THAT** the Niagara Catholic District School Board approve the Monthly Banking Transactions for the month of May 2012, as presented for information.

**CARRIED**

**11.2 Statement of Revenue & Expenditures**

Moved by Trustee Burkholder

Seconded by Trustee O'Leary

**THAT** the Niagara Catholic District School Board approve the Statement of Revenue and Expenditures as at May 31, 2012, as presented for information.

**CARRIED**

**D. TRUSTEE ITEMS, OPEN QUESTION PERIOD & OTHER BUSINESS**

**1. Correspondence**

**1.1 Applications to Co-host the 2014 OCSTA AGM & Conference**

Chairperson Burtnik presented information regarding co-hosting the 2014 OCSTA AGM.

Moved by Trustee Burkholder

Seconded by Trustee Sicoli

**THAT** the Niagara Catholic District School Board proceed with the application to Co-Host the 2014 OCSTA AGM & Conference.

**CARRIED**

**2. Report on Trustee Conferences Attended**

**2.1 CCSTA AGM 2012**

Chairperson Burtnik presented information on the CCSTA AGM which she attended last week.

**3. General Discussion to Plan for Future Action**

Director Crocco informed Trustees that he will keep them updated over the summer on meetings for Directors of Education on Board Amalgamation and the new Controller of Facilities Services once a decision has been made. He also informed the Board that the reports on Pupil



Accommodation are on track for presentation to the Board by December 2012 once a new Controller of Facilities Services is in position.

#### **4. Trustee Information**

##### **4.1 Spotlight on Niagara Catholic – June 5, 2012**

Director Crocco presented the Spotlight on Niagara Catholic – June 5, 2012 issue for Trustees' information.

##### **4.2 Calendar of Events – June, July & August 2012**

Director Crocco presented the Calendar of Events – June, July and August 2012 for Trustees' information

##### **4.3 Niagara Catholic Retirement Celebration and Recognition Night – June 23, 2012**

Director Crocco reminded Trustees of the Niagara Catholic Retirement Celebration and Recognition Night being held June 23, 2012, at Club Italia in Niagara Falls.

Trustees were asked to confirm their attendance with Sherry Morena, Corporate Services & Communications Department.

##### **4.4 Final Day of 2011-2012 School Year and First Day of 2012-2013**

- Director Crocco reminded Trustees that the last day of classes is Wednesday, June 27<sup>th</sup> and for secondary students and Thursday, June 28<sup>th</sup>, 2012 for elementary students.
- The Board Office will be shutdown from Monday, July 23<sup>rd</sup> until Monday, August 6<sup>th</sup>, 2012, as well as Fridays from July 6<sup>th</sup> to August 17<sup>th</sup>, 2012.
- The Administrators Meeting and Retreat will take place August 22<sup>nd</sup> to 24<sup>th</sup>, 2012.
- Classes for the 2012-2013 school year will resume on Tuesday, September 4<sup>th</sup>, 2012.

##### **4.5 2012 Summit for Children and Youth Mental Health – October 25-26, 2012**

Director Crocco presented information on the 2012 Summit for Children and Youth Mental Health, being held at the Novotel Hotel in Toronto, on October 25 & 26, 2012

Trustees were asked to inform Sherry Morena, Corporate Services & Communications Department, of their intention to attend, so that they may be registered and have accommodations booked.

##### **4.6 Student Trustees 2011-2012**

Chairperson Burtnik, on behalf of Trustees, expressed great appreciation and gratitude to Student Trustees Ryan Creelman and Patrick Morris for their dedication to Niagara Catholic and being the voice of the students.

Moved by Trustee Nieuwesteeg  
Seconded by Trustee MacNeil

**THAT** the Niagara Catholic District School Board express their sincere gratitude to the 2011-2012 Student Trustees, Ryan Creelman and Patrick Morris for their dedication to the students of Niagara Catholic.

**CARRIED**

**5. Open Question Period**

None Submitted

**E. NOTICES OF MOTION**

**F. BUSINESS IN CAMERA**

Moved by Trustee MacNeil

Seconded by Trustee Burkholder

**THAT** the Niagara Catholic District School Board move into the In Camera Session.

**CARRIED**

The Niagara Catholic District School Board moved into the In Camera Session of the Board Meeting at 9:55 p.m. and reconvened at 10:14 p.m.

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

Moved by Trustee MacNeil

Seconded by Trustee O'Leary

**THAT** the Niagara Catholic District School Board report the motions from the In Camera Session of the Board Meeting of June 12, 2012.

**CARRIED**

**SECTION A: STUDENT TRUSTEES PRESENT**

Moved by Trustee MacNeil

Seconded by Trustee Nieuwesteeg

**THAT** the Niagara Catholic District School Board approve the Minutes of the In Camera Session of the Board Meeting - SECTION A: Student Trustees Present of May 8, 2012, as presented.

**CARRIED (Item F1)**

Moved by Trustee MacNeil

Seconded by Trustee Nieuwesteeg

**THAT** the Niagara Catholic District School Board receive the unapproved Minutes of the In Camera Session of the Committee of the Whole Meeting - SECTION A: Student Trustees Present of June 5, 2012, as presented.

**CARRIED (Item F2)**

**SECTION B: STUDENT TRUSTEES EXCLUDED**

Moved by Trustee Burkholder

Seconded by Trustee O'Leary

**THAT** the Niagara Catholic District School Board approve the Minutes of the In Camera Session of the Board Meeting - SECTION B: Student Trustees Excluded of May 8, 2012, as presented.

**CARRIED (Item F4)**

Moved by Trustee Burkholder

Seconded by Trustee O'Leary

**THAT** the Niagara Catholic District School Board receive the unapproved Minutes of the In Camera Session of the Committee of the Whole Meeting - SECTION B: Student Trustees Excluded of June 5, 2012, as presented.

**CARRIED (Item F5)**

The following motion was passed at 11:00 p.m.

Moved by Trustee Charbonneau

Seconded by Trustee Nieuwesteeg

**THAT** the Niagara Catholic District School Board approve that the Board Meeting be extended by fifteen (15) minutes.

**CARRIED**

## **H. FUTURE MEETINGS AND EVENTS**

## **I. MOMENT OF SILENT REFLECTION FOR LIFE**

## **J. ADJOURNMENT**

Moved by Trustee Nieuwesteeg

Seconded by Trustee Burkholder

**THAT** the June 12, 2012 meeting of the Niagara Catholic District School Board be adjourned.

**CARRIED**

This meeting was adjourned at 11:14 p.m.

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Minutes of the Meeting of the Niagara Catholic District School Board held on **June 12<sup>th</sup>, 2012.**

Approved on the **25<sup>th</sup>** day of **September 2012.**

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Kathy Burtnik  
Chairperson of the Board

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John Crocco  
Director of Education/Secretary -Treasurer