



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

TUESDAY, APRIL 12, 2011

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, April 12, 2011, 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 Vice-Chairperson Charbonneau.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Vice-Chairperson Charbonneau.

2. Roll Call

Vice-Chairperson noted that all Trustees were in attendance.

Trustee	Present	Absent	Excused
Rhianon Burkholder	✓		
Kathy Burtnik	✓		
Maurice Charbonneau	✓		
Frank Fera	✓		
Fr. Paul MacNeil	✓		
Ed Nieuwesteeg	✓		
Ted O'Leary	✓		
Dino Sicoli	✓		
Student Trustees			
Shelby Levesque	✓		
Patrick Fowler	✓		

The following staff were in attendance:

John Crocco, Director of Education; **Yolanda Baldasaro**, **Lee Ann Forsyth-Sells**, **Frank Iannantuono**, Superintendents of Education; **Larry Reich**, Superintendent of Business & Financial Services; **James Woods**, Controller of Plant; **Khayyam Syne**, Administrator of Staff Development; **Mark Lefebvre**, Administrator of School Effectiveness; **Marcel Jacques**, Administrator – Student Achievement K-12, Special Education; **Jennifer Brailey**, Manager of Corporate Services & Communications; **Sherry Morena**, Recording Secretary/Administrative Assistant, Corporate Services & Communications

3. **Approval of the Agenda**

Moved by Trustee Burkholder

THAT the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of April 12, 2011, as presented.

CARRIED

4. **Disclosure of Interest**

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

5. **Minutes of the Committee of the Whole Meeting of March 8, 2011**

Moved by Trustee Nieuwesteeg

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of March 8, 2011, as presented.

CARRIED

B. PRESENTATIONS

1. **St. Edward Catholic Elementary School Choir**

Andy Cipro, Principal of St. Edward Catholic Elementary School, introduced the St. Edward Catholic Elementary School Choir, who performed a song composed by parent Judy Lypka to celebrate the opening of the Scotiabank Convention Centre in Niagara Falls.

Director Crocco informed Trustees that he attended the Grand Opening of the Scotiabank Convention Centre last week to watch the Choirs, and stated that 13 of the 19 School Choirs were from Niagara Catholic.

The Choir was applauded for their very talented and gifted performance. Trustees also complimented Ms. Lypka on having her song chosen out of the many submissions to the Scotiabank Convention Centre.

2. **Ontario Catholic Student Leadership Conference 2011**

Director Crocco invited Student Trustees Patrick Fowler and Shelby Levesque to present information on the Inaugural Ontario Catholic Student Leadership Conference 2011 along with the Final Conference Report. Trustees were informed that this was a student lead Conference for Catholic students from across Ontario, and was attended by over 400 students and staff moderators.

Director Crocco informed Trustees of the process followed in gathering the students thoughts and opinions on Catholic Education in preparation of the Final Conference Report. He mentioned that the Final Conference Report was presented to the Bishops of Ontario and he will be presenting the Report to Catholic Directors of Education and Catholic Superintendents of Education from across Ontario at the OCSOA AGM.

Director Crocco praised Student Trustees Fowler and Levesque for their handwork, diligence, commitment and proud representation of Niagara Catholic as they emceed the entire conference in front of 400 people for the three days.

Chairperson Burtnik informed the Board that through her association with OCSTA she has been hearing very positive feedback regarding the Conference and the voice of the students from across Ontario is being heard. A presentation on the Conference is scheduled for the OCSTA AGM at the end of April 2011.

C. COMMITTEE AND STAFF REPORTS

1. Policy Committee

1.1 Unapproved Minutes **Policy Committee Meeting – March 29, 2011**

Moved by Trustee Fera

THAT the Committee of the Whole receive the unapproved Minutes of the Policy Committee Meeting of March 29, 2011, as presented.

CARRIED

1.2 Policies

Policy Committee Chairperson spoke to the three (3) policies being presented for approval.

1.2.1 Approval of Education-Based Research Policy (301.2)

Moved by Trustee Burkholder

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Approval of Education-Based Research Policy (301.2), as presented.

CARRIED

1.2.2 Approval of Purchasing/Supply Chain Management Policy (600.1)

Moved by Trustee Sicoli

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Interim Approval of Purchasing/Supply Chain Management Policy (600.1), as presented.

CARRIED

1.2.3 Approval of Trustee Expenses & Reimbursement Policy (100.13)

Moved by Trustee MacNeil

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Approval of Trustee Expenses & Reimbursement Policy (100.13), as amended...to delete the words “*unless they are approved in advance by the Chairperson of the Board and the Director of Education*” at the end of the first paragraph under Gifts & Donations.

CARRIED

1.2.4 Deletion of Trustee Conference & Travel Expenses Policy (100.2)

Moved by Trustee MacNeil

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the deletion of the Trustee Conference & Travel Expenses Policy (100.2), pending approval of the Trustee Expenses and Reimbursement Policy.

CARRIED

1.2.5 Deletion of Trustee Travel Expenses Policy (100.3)

Moved by Trustee O'Leary

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the deletion of the Trustee Travel Expenses Policy (100.3), pending approval of the Trustee Expenses and Reimbursement Policy.

CARRIED

1.3 Policy Development Update

Director Crocco presented the Policy Development Update.

2. Elementary Blended Learning

Superintendent Baldasaro welcomed Robert Di Persio, Administrator – Research, Assessment & Evaluation, and Pat Mete, Consultant: Mentor Connector/Homework Help, who introduced the report on Elementary Blended Learning.

Staff involved with the Blended Learning Pilot provided a demonstration about how the Program has been integrated into the school environments.

Trustees asked questions of staff regarding the e-Learning Ontario Blended Learning Pilot Projects.

3. Junior Reading Pilot Initiative 2010-2011

Superintendent Baldasaro welcomed Marcel Jacques, Administrator – Student Achievement K-12, Special Education; Colleen Atkinson, Coordinator - Special Education; and Amy Dowd, Coordinator – Special Education.

The team presented the report on the Junior Reading Pilot Initiative 2010 which will take place in ten (10) Catholic elementary schools across Niagara. Trustees were informed that the Junior Reading Initiative aligns itself with Ministry guidelines and current best practices in Literacy programs throughout Niagara Catholic. It is also aimed at addressing one of the Literacy Smart Goals on our Board Improvement Plan. Its focus is to reduce the achievement gap between males and females by improving the achievement of male students based on EQAO scores.

4. Niagara Catholic Parent Involvement Committee Catholic School Councils' Annual Spring Convention 2011

Lee Ann Forsyth-Sells, Superintendent of Education, presented the report on the Niagara Catholic Parent Involvement Committee Catholic School Councils' Annual Spring Convention 2011 which took place on Saturday, March 26, 2011 at Blessed Trinity Catholic Secondary School in Grimsby.

Approximately 180 participants including the Niagara Catholic Parent Involvement Committee, parents, Trustees, Senior Staff, Principals and Vice-Principals were in attendance for the annual convention to continue to foster parent engagement in the Niagara Catholic District School Board.

5. Family Violence Prevention - "It's Everybody's Business"

Frank Iannantuono, Superintendent of Education, welcomed Mark Lefebvre, Administrator: School Effectiveness, who presented the report Family Violence Prevention - "It's Everybody's Business".

Mr. Lefebvre stated that a Regional Task Force against Family Violence was formed with representation from municipal government, health, the Niagara Catholic District School Board, the legal/justice sector, the media and business and labour to work within their specific sectors to increase awareness about family violence and its impact on the workplace. Workplace toolkits have been developed to help employers address the issue of family violence in the workplace.

On Friday February 18, 2011, the Niagara Catholic District School Board was recognized by the Neighbours, Friends, and Families Committee for its outstanding achievement in educating the staff of Niagara Catholic on the issue of family violence.

6. Bill 157: Update on School Climate Surveys

Frank Iannantuono, Superintendent of Education/Human Resources, presented the Bill 157: Update on School Climate Surveys. He informed Trustees that following a vetting process, the Bullying Prevention Policy and Progressive Discipline Policy were revised to reflect Regulation 472/02 and additions to PPM's 144 and 145.

The implementation plan includes a small group of schools piloting the survey during the spring of 2011 and all schools to conduct the survey during Bullying Prevention Week which is celebrated during the week of November 14th-18th, 2011.

7. Addition and Alterations to St. Anthony Catholic Elementary School Award of Construction Contract

James Woods, Controller of Plant, presented the report on the Addition and Alterations to St. Anthony Catholic Elementary School Award of Construction Contract.

Moved by Trustee MacNeil

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the award of a construction contract to Charter Building Company for the addition and alterations to St. Anthony Catholic Elementary School in the amount of \$1,728,360.

CARRIED

8. Addition and Alterations to Blessed Trinity Catholic Secondary School Award of Construction Contract

James Woods, Controller of Plant, presented the report on the Addition and Alterations to Blessed Trinity Catholic Secondary School Award of Construction Contract.

Moved by Trustee Sicoli

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the award of a construction contract to Brouwer Construction (1981) Ltd., for the addition and alterations to Blessed Trinity Catholic Secondary School in the amount of \$11,329,915.

CARRIED

9. Staff Development Department Professional Development Opportunities

Khayyam Syne, Administrator of Staff Development, highlighted the Professional Development opportunities and events outlined in the report. He then welcomed Teachers Laurie Crain-Anez and Nadine Riddle who presented information on the Teacher Learning and Leadership Program (TLLP) as part of the Staff Development Department Professional Development Opportunities Report.

10. Catholic Leadership: Superintendent of Education Selection 2011

Director Crocco presented the report on the Catholic Leadership: Superintendent of Education Selection 2011, and informed Trustees of the process to be followed, the criteria required and the timelines to be implemented. Director Crocco invited input on the qualifications and profile of a Niagara Catholic Superintendent of Education.

After discussions with Trustees the qualifications regarding "*Specialist in Religious Education and Special Education preferred*" was amended to include replace the word "*preferred*" with "*by September 2013*", as well as the adjustment to include two Trustees as observers in the interview process.

Trustees were invited to submit their names to the Chairperson of the Board if they are interested in an observation role during the interview process.

Director Crocco reminded Trustees that as mentioned previously, Senior Administrative Council is in the process of designing a comprehensive Niagara Catholic Leadership Succession Plan Policy as part of the Board's Leadership Program for all levels within the Board; Teachers, Consultants, Special Assignment Teachers, Program Chairs, Vice-Principals, Managers,

Administrators, Principals, Controller of Plant, Superintendents to Director of Education. Through the Policy Committee process, the Director anticipates presenting a comprehensive Niagara Catholic Leadership Succession Plan Policy to the Board in the Fall of 2011.

11. Extended Overnight Field Trip/Excursion/Exchange Trip Information

Superintendent Baldasaro presented the Extended Overnight Field Trip/Excursion/Exchange Trip Information.

12. Larkin Estate Admission Awards 2011-2012

Superintendent Baldasaro and Superintendent of Business & Financial Services Reich presented the report on the Larkin Estate Admission Awards 2011-2012. A brief history of the Scholarship was presented to Trustees.

Moved by Trustee O'Leary

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the payment of scholarships for the Larkin Estate Admission Awards for 2011, as noted in the report.

CARRIED

13. Monthly Updates

13.1 Capital Projects Progress Report

James Woods, Controller of Plant, presented the Capital Projects Progress Report.

13.2 Student Trustees' Update

Shelby Levesque, Student Trustee, gave a brief verbal update on the activities of the Student Senate.

13.3 Senior Staff Good News Update

Senior Staff highlights included:

Superintendent Baldasaro

- The Student Achievement Department and the English Curriculum Council hosted the very first Niagara Catholic Student Writers Workshop. Six distinguished Canadian authors hosted literacy based workshops for Niagara Catholic secondary students.
- Over 180 students ranging from Grades three to twelve participated in workshops that centered around the theme of the Equity, Diversity and Inclusively during Niagara Catholic's Second Annual Student Symposium.

Director Crocco

- The Greatest High School Teacher Award at Humber College was posthumously awarded to Ralph Serravalle (Denis Morris Catholic High School) thanks to a well-written and very touching essay by Trevor Speechly. This award consists of one (1) year tuition paid by Humber College for a Denis Morris Catholic High School Class of 2011 graduating student.

D. INFORMATION

1. Trustee Information

1.1 Spotlight on Niagara Catholic – March 29, 2011

Director Crocco presented the Spotlight on Niagara Catholic – March 29, 2011 issue for Trustees' information and to register with Sherry Morena.

1.2 Calendar of Events – April 2011

Director Crocco presented information on the Calendar of Events – April 2011.

1.3 Volunteer Appreciation Breakfast – April 18, 2011

Director Crocco presented information on the Volunteer Appreciation Breakfast – April 18, 2011.

1.4 Specialist High Skills Major Celebration – April 28, 2011

Director Crocco presented information on the Specialist High Skills Major Celebration – April 28, 2011.

1.5 OCSTA/OCSBOA Finance Seminar & OCSTA AGM – April 28 – April 30, 2011

Director Crocco reminded Trustees of the OCSTA/OCSBOA Finance Seminar & OCSTA AGM – April 28 – April 30, 2011.

1.6 Catholic Education Week – May 1 – 7, 2011

- *May 2, 2011 – Catch the Spirit*
- *May 3, 2011 – Celebrating Staff Excellence*

Director Crocco presented information on Catholic Education Week – May 1 – 7, 2011.

1.7 Ground Breaking Ceremony - Blessed Trinity Catholic Secondary School - May 3, 2011

Director Crocco informed Trustees of the Ground Breaking Ceremony - Blessed Trinity Catholic Secondary School - May 3, 2011.

1.8 Ground Breaking Ceremony - St. Anthony Catholic Elementary School - May 5, 2011

Director Crocco informed Trustees of the Ground Breaking Ceremony for - St. Anthony Catholic Elementary School - May 5, 2011.

1.9 Niagara Catholic's Elementary and Secondary School Year Calendars

Director Crocco informed Trustees that the Board has received notification that our proposed modified school year calendar for 2011-2012 was approved by the Ministry of Education.

Superintendent Iannantuono will email the system to inform school communities of the school year calendar 2011-2012, post in on the Board's Website and a copy included in the April Board Meeting agenda.

E. OTHER BUSINESS

1. General Discussion to Plan for Future Action

F. BUSINESS IN CAMERA

Moved by Trustee Burkholder

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 Meeting at 10:50 p.m. and reconvened at 11:11 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Burkholder

THAT the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of April 12, 2011.

CARRIED

SECTION A: STUDENT TRUSTEES PRESENT

Moved by Trustee Burtnik

THAT the Committee of the Whole approve the Minutes of the In Camera Session of the Committee of the Whole Meeting - Section A: Student Trustees Present held on March 8, 2011, 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 In Camera Session of the Committee of the Whole Meeting - Section B: Student Trustees Excluded held on March 8, 2011, as presented.

CARRIED (Item F3)

H. ADJOURNMENT

Moved by Trustee MacNeil

THAT the April 12, 2011 Committee of the Whole Meeting be adjourned.

CARRIED

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

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **April 12th, 2011.**

Approved on the **10th** day of **May 2011.**

Maurice Charbonneau
Vice-Chairperson of the Board

John Crocco
Director of Education/Secretary -Treasurer