



MINUTES OF THE COMMITTEE OF THE WHOLE MEETING TUESDAY, JUNE 14, 2016

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, June 14, 2016 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 7:05 p.m. by Vice-Chairperson Burtnik.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayer was led by Trustee Burtnik.

2. Roll Call

Vice-Chair Burtnik noted that Trustees Fera and Nieuwesteeg asked to be excused.

Trustee	Present	Present Electronically	Absent	Excused
Kathy Burtnik	✓			
Maurice Charbonneau		✓		
Frank Fera				✓
Fr. Paul MacNeil	✓			
Ed Nieuwesteeg				✓
Ted O'Leary	✓			
Dino Sicoli	✓			
Pat Vernal	✓			
Student Trustees				
Michaela Bodis	✓			
Aidan Harold	✓			

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; **Sherry Morena**, Recording Secretary/Coordinator of Information Management

3. **Approval of the Agenda**

Moved by Trustee O'Leary

THAT the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of June 14, 2016, as presented.

CARRIED

4. **Declaration of Conflict of Interest**

No Declaration of Conflict of Interest was declared with any items on the Agenda.

5. **Approval of Minutes of the Committee of the Whole Meeting of May 10, 2016**

Moved by Trustee MacNeil

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of May 10, 2016, as presented.

CARRIED

B. PRESENTATIONS

1. **Student Trustees and Co-Chairs – Student Senate 2016-2017 Introductions**

John Crocco, Director of Education, introduced Kira Petriello of Denis Morris Catholic High School and Nico Tripodi of Saint Francis Catholic Secondary School and provided background information as part of their welcome as Niagara Catholic District School Board's 2016-2017 Student Trustees. Vice-Chair Burtnik and Chair MacNeil welcomed the new Student Trustees.

2. **Student Trustees and Co-Chairs – Student Senate 2015-2016 Appreciation**

Director Crocco expressed appreciation, pride and best wishes to Student Trustees Michaela Bodis and Aidan Harold, and thanked them for representing all of the students across the Niagara Catholic District School Board as Co-Chairs of Student Senate and Student Trustees. Vice-Chair Burtnik and Chair MacNeil thanked Michela and Aidan for all of the knowledge and passion they brought to the table.

Aidan and Michela expressed gratitude to the Niagara Catholic system for the extraordinary Catholic education and experiences they have received, and described how it has modeled them into the young adults they are today.

3. **National & Provincial Medalists 2016**

Mark Lefebvre, Superintendent of Education, provided a brief presentation on National and Provincial competitions during the Spring/Summer school season and introduced Mike Sheahan,

Physical Education Consultant. Mr. Sheahan introduced several coaches, principals and teachers who presented background information on the 70 students who were recognized.

Students were congratulated for their success, and presented with Niagara Catholic “Excellence in Academics” or “Excellence in Athletics” pins.

C. COMMITTEE AND STAFF REPORTS

1. Policy Committee

1.1 Unapproved Minutes of the Policy Committee Meeting of May 24, 2016

Moved by Trustee

THAT the Committee of the Whole receive the unapproved Minutes of the Policy Committee Meeting of May 24, 2016, as presented.

CARRIED

1.2 Approval of Policies

Policy Committee Chairperson Vernal presented the Policy Committee recommendations to the Committee of the Whole for consideration.

1.2.1 Employee Workplace Harassment Policy (201.7)

Moved by Trustee Charbonneau

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the revised Employee Workplace Harassment Policy, as presented.

CARRIED

1.2.2 Employee Workplace Violence Policy (201.11)

Moved by Trustee Charbonneau

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the revised Employee Workplace Violence Policy, as presented.

CARRIED

1.2.3 Occupational Health & Safety Policy (201.6)

Moved by Trustee Charbonneau

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the revised Occupational Health & Safety Policy, as presented.

CARRIED

1.2.4 Board By-Laws Policy (100.1)

Trustees discussed a recommendation on having an Executive Council meet prior to Board Meetings as well as Committee of the Whole meetings to review and assist with the preparation of the agendas. It was decided that the current practice

of Executive Council reviewing the Committee of the Whole and Board Meeting Agenda items would continue. Any changes following Executive Council would be discussed with Executive Council. A special Executive Council meeting could be called as required in accordance with Board Policy.

A friendly amendment was made to delete the word “A” at the beginning of section 9v.

Moved by Trustee Vernal

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the revised Board By-Laws Policy, as presented.

CARRIED

1.2.5 Niagara Catholic Parent Involvement Committee & By-Laws Policy (800.7)

Moved by Trustee Charbonneau

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the revised Niagara Catholic Parent Involvement Committee & By-Laws Policy, as presented.

CARRIED

1.2.6 Religious Accommodation Policy (100.10.1)

Moved by Trustee Charbonneau

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the revised Religious Accommodation Policy, as presented.

CARRIED

1.2.7 Safe Arrival Policy (302.3)

Moved by Trustee Charbonneau

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the revised Safe Arrival Policy, as presented.

CARRIED

1.2.8 Naming of a Board Facility Policy (NEW)

Moved by Trustee Charbonneau

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the revised Naming of a Board Facility Policy, as presented.

CARRIED

1.3 Policy and Guideline Review 2015-2016 Schedule

Director Crocco presented the Policy and Guideline Review 2015-2016 Schedule for the information of Trustees. He congratulated members of the Policy Committee and thanked them for their time and diligence; as well as to all Trustees who attended the meetings and

provided input. Senior Administrative Council was also recognized for all the work they put into the design of the policies for the consideration of the Policy Committee.

2. Larkin Estates Admission Awards 2016-2017

Superintendent Lefebvre presented the report and recommendation on the Larkin Estate Admission Awards.

Moved by Trustee Sicoli

THAT the Committee of the Whole recommends to the Niagara Catholic District School Board the approval of payment of \$5,600.00 for Larkin Estate Admission Awards per eligible student, as presented.

CARRIED

3. Attendance Area Review – South Niagara Falls

Ted Farrell, Superintendent of Education presented the Attendance Area Review – South Niagara Falls report. Trustees discussed the wording of fourth paragraph and agreed to a friendly amendment to include the words “the possibility and the potential,” following the word considering.

Moved by Trustee Charbonneau

THAT the Committee of the Whole recommend to the Niagara Catholic District School Board that in September 2016 the Saint Michael Catholic and Saint Paul Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee commence an attendance area review of boundaries for Loretto Catholic Elementary School, Father Hennepin Catholic Elementary School and Our Lady of Mount Carmel Catholic Elementary School in accordance with the Attendance Areas Policy (301.3) and submit recommendations to the January 17, 2017 Committee of the Whole Meeting.

THAT the Committee of the Whole recommend to the Niagara Catholic District School Board the approval of the following Terms of Reference for the Saint Michael Catholic and Saint Paul Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee:

Align student enrolment to facility capacity at Loretto Catholic Elementary School.

Align student enrolment to facility capacity at Our Lady of Mount Carmel Catholic Elementary School, considering the possibility and the potential impact of moving the French Immersion Program from Notre Dame Catholic Elementary School.

Provide recommendations to address the increasing enrollment in the Imagine Estates subdivision.

Provide recommendations to support temporary overcapacity at Our Lady of Mount Carmel Catholic Elementary School for students from Imagine Estates until a new Catholic elementary school is built in Imagine Estates.

Review and recommend adjusted attendance area boundaries for Loretto Catholic Elementary School, Father Hennepin Catholic Elementary School and Our Lady of Mount Carmel Elementary School, within the Saint Michael Catholic High School – Family of Schools.

CARRIED

4. Capital Projects Submission 2016

Superintendent Farrell presented the Capital Projects Submission 2016 report.

Moved by Trustee Charbonneau

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Capital Priorities submission 2016 for a new St. Nicholas Catholic Elementary School as a joint school with École élémentaire catholique Immaculée-Conception.

CARRIED

5. Research Collaborations in the Niagara Catholic District School Board 2015-2016

Lee Ann Forsyth-Sells, Superintendent of Education presented the Research Collaborations in the Niagara Catholic District School Board 2015-2016 report for information.

6. Extended Overnight Field Trip, Excursion and Exchange Committee Approvals – 2016

Superintendent Lefebvre presented the report on Extended Overnight Field Trip, Excursion and Exchange Committee Approvals 2016 for information.

7. Committee of the Whole System Priorities and Budget 2015-2016 Update – June 2016

Director Crocco, Giancarlo Vetrone, Superintendent of Business & Financial Services and Frank Iannantuono, Superintendent of Education/Human Resources provided an update on the Committee of the Whole System Priorities and Budget 2015-2016.

8. Annual Board Budget 2016-2017

Director Crocco as Treasurer of the Board, provided background information on the Annual Board Budget 2016-2017. He noted that it was a balanced budget for 2016-2017 and built on the report to the May Committee of the Whole meeting following the annual consultation process with all of our partners in Catholic Education.

Director Crocco noted that while budgets are a lens to the mission of our Board, budgets are a plan that are aligned with the Ministry of Education, the Board's Strategic Plan and provides the financial support to achieve the Board approved System Priorities 2016-2017. The balanced budget is a very positive budget for students, is focused on providing elite programs, services and support to meet the expectations of our system, is a flexible budget without the use of reserves and it is in compliance with public sector accounting standards.

Director Crocco extended appreciation to all who contributed in the consultation process in the design of the budget, with recognition to trustees and all senior staff as the budget represents the collective work of all involved and specifically to Giancarlo Vetrone, Superintendent of

Business and Financial Services who along with his staff, pulled the budget together into a balanced budget presentation for 2016-2017.

Giancarlo Vetrone, Superintendent of Business & Financial Services presented the Annual Board Budget 2016-2017. Trustees discussed the proposed budget and asked questions for clarification.

Moved by Trustee O'Leary

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Annual Board Budget 2016-2017, as presented.

CARRIED

9. **Staff Development Department Professional Development Opportunities - 2016**

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

10. **Monthly Updates**

10.1 **Capital Projects Update**

Scott Whitwell, Controller of Facilities Services, presented the Capital Projects Update.

10.2 **Student Trustees' Update**

Aidan Harold and Michaela Bodis, Student Trustees, presented a brief verbal update on the current activities of the Student Senate which included the signing of a revised Senate Constitution.

10.3 **Senior Staff Good News Update**

Senior Staff highlights included:

Superintendent Lee Ann Forsyth-Sells

- Benjamin Shoalts, student at St. Patrick Catholic Elementary School in Port Colborne, was selected from over 450 applicants to serve on the 2016-2017 Minister's Student Advisory Council (MSAC). Benjamin will have the opportunity to take action on issues that will strengthen student engagement in Niagara Catholic and throughout Ontario for Ontario students.

Superintendent Baldasaro

- Three hundred and fifty (350) students and staff members from Saint Francis Catholic Secondary School, joined by cancer survivors and members of the community, conducted a Relay for Life event that raised \$54,550.59 for cancer research and treatment.

D. INFORMATION

1. Trustee Information

1.1 Spotlight on Niagara Catholic – May 24, 2016

Director Crocco highlighted the Spotlight on Niagara Catholic – May 24, 2016 issue for Trustees information.

1.2 Calendar of Events – June 2016 & September 2016

Director Crocco presented the June and September 2016 Calendar of Events for Trustees information.

E. OTHER BUSINESS

1. General Discussion to Plan for Future Action

Director Crocco informed the Board that Senior Administrative Council and staff will be working, between now and the first Committee of the Whole meeting in September, on the System Priorities 2015-2016 Achievement Report, various policies for revision, preparation of information for the Attendance Area Review Committee for the Saint Michael Catholic High School family of school and school level and system level staffing.

The Committee of the Whole recessed at 9:45 p.m. to hold a Special Board Meeting. The Committee of the Whole reconvened and moved into the In Camera Session of the Committee of the Whole Meeting at 10:05 p.m. and reconvened at 11:25 p.m.

Moved by Trustee O’Leary

THAT the Committee of the Whole recess the Committee of the Whole Meeting to hold a Special Board Meeting.

CARRIED

F. BUSINESS IN CAMERA

Moved by Trustee Sicoli

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

CARRIED

The Committee of the Whole recessed at 9:45 p.m. to hold a Special Board Meeting. The Committee of the Whole reconvened and moved into the In Camera Session of the Committee of the Whole Meeting at 10:05 p.m. and reconvened at 11:25 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Charbonneau

THAT the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of June 14, 2016.

CARRIED

SECTION A: STUDENT TRUSTEES INCLUDED

Moved by Trustee Vernal

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 May 10, 2016, 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 May 10, 2016, as presented.

CARRIED (Item F3)

Moved by Trustee Sicoli

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the recommendation as outlined in Item F4 of the In Camera Agenda.

CARRIED (Item F4)

Moved by Trustee O'Leary

THAT the Committee of the Whole Meeting be extended beyond 11:00 p.m.

CARRIED

H. ADJOURNMENT

Moved by Trustee Charbonneau

THAT the June 14, 2016 Committee of the Whole Meeting be adjourned.

CARRIED

This meeting was adjourned at 11:30 p.m.

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **June 14, 2016.**

Approved on **September 13, 2016.**

Kathy Burtnik
Vice-Chairperson of the Board

John Crocco
Director of Education/Secretary -Treasurer