



## MINUTES OF THE AD HOC COMMITTEE – BUILDING ON TODAY MEETING TUESDAY NOVEMBER 7, 2017

Minutes of the Ad Hoc Committee – Building on Today Meeting of the Niagara Catholic District School Board, held on Tuesday, November 7, 2017 at 4:30 p.m. in the Holy Cross Community Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 4:30 p.m. by Chair MacNeil.

**1. Opening Prayer**

Opening Prayer were led by Trustee Burtnik.

**2. Roll Call**

Trustee	Present	Present Electronically	Absent	Excused
Kathy Burtnik	✓			
Maurice Charbonneau	✓			
Frank Fera	✓			
Fr. Paul MacNeil	✓			
Ed Nieuwesteeg	✓			
Ted O’Leary				✓
Dino Sicoli	✓			
Pat Vernal	✓			
<b>Student Trustees</b>				
Nico Tripodi				✓
Hannah Tummillo				✓

The following staff were in attendance:

**John Crocco**, Director of Education; **Giancarlo Vetrone**, Superintendent of Business & Financial Services, **Mark Ferri**, Administrator of Purchasing Services and **Anna Pisano**, Recording Secretary/Administrative Assistant, Corporate Services & Communications

**3. Approval of the Agenda**

Moved by Trustee Vernal

**THAT** the Niagara Catholic District School Board approve the Agenda of the Ad Hoc Committee – Building on Today Meeting of November 7, 2017, as presented.

**CARRIED**

**4. Declaration of Conflict of Interest**

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

**5. Minutes of the Ad Hoc Committee – Building on Today of October 17, 2017**

Moved by Trustee Burtnik

**THAT** the Ad Hoc Committee approve the Minutes of the Ad Hoc Committee – Building on Today of October 17, 2017, as presented.

**CARRIED**

**5.1 Board Approved Terms of Reference**

Chair MacNeil reviewed the Board approved Terms of Reference.

**6. Determination of the Statement of Work**

Discussion took place on the Determination of the Statement of Work on precisely what Niagara Catholic District School Board hopes to achieve as a result of this Request for Proposal.

Trustees had a thorough discussion on Question # 1 to determine the outcomes, deliverables and overall objective of the Request for Proposal.

In listening to all of the feedback staff was requested to draft a response to Question #1 for the consideration of the Ad Hoc Committee at the December 4, 2017 meeting.

The remaining questions in the Determination of the Statement of Work were deferred to the December 4, 2017 meeting.

**7. Draft Request for Proposal**

Deferred to the December 4, 2017 Ad Hoc Committee meeting.

**8. Next Meeting of Ad Hoc Committee**

The next meeting of the Ad Hoc Committee is December 4, 2017 at 3:30 p.m.

**9. Adjournment**

Moved by Trustee Charbonneau

**THAT** the November 7, 2017 Ad Hoc Committee – Building on Today Meeting of the Niagara Catholic District School Board be adjourned.

**CARRIED**

This meeting was adjourned at 6:38 p.m.

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Minutes of the Ad Hoc Committee – Building on Today Meeting of the Niagara Catholic District School Board held on **November 7, 2017**.

Approved on **December 4, 2017**.

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Fr. Paul MacNeil  
Chair of the Ad Hoc Committee

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John Crocco  
Director of Education/Secretary -Treasurer