



MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

TUESDAY, JANUARY 16, 2024

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, January 16, 2024 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 6:30 p.m. by Vice-Chair Burkholder.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayer was led by Trustee Joyner.

2. Roll Call

Vice-Chair Burkholder noted that Trustee Turner and Student Trustee Geremia asked to be excused.

Vice-Chair Burkholder noted that Trustee Benoit joined electronically.

| Trustee | Present | Present Electronically | Absent | Excused |
|-------------------------|---------|------------------------|--------|---------|
| Natalia Benoit | | ✓ | | |
| Joseph Bruzzese | ✓ | | | |
| Rhianon Burkholder | ✓ | | | |
| Danny Di Lorenzo | ✓ | | | |
| Larry Huibers | ✓ | | | |
| Doug Joyner | ✓ | | | |
| Jim Marino | ✓ | | | |
| Paul Turner | | | | ✓ |
| Student Trustees | | | | |
| Charlotte Johnstone | ✓ | | | |
| Emilio Geremia | | | | ✓ |

The following staff were in attendance:

Camillo Cipriano, Director of Education; **Lee Ann Forsyth-Sells, Kimberly Kinney, Gino Pizzoferrato, Pat Rocca, Domenic Massi, Joseph Zaroda**, Superintendents of Education; **Giancarlo Vetrone**, Superintendent of Business & Financial Services; **Clark Euale**, Controller of Facilities Services; **Julia Tiessen**, Executive Officer of Human Resources; **Anna Pisano**, Recording Secretary/Administrative Assistant, Corporate Services

3. Approval of the Agenda

Moved by Trustee Huibers

THAT the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of January 16, 2024, 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 December 5, 2023

Moved by Trustee Bruzzese

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of December 5, 2023, as presented.

CARRIED

6. Consent Agenda Items

6.1 Holy Child Association Fundraiser

Presented for information.

6.2 Staff Development Department Professional Development Opportunities

Presented for information.

6.3 Capital Projects Progress Report Update

Presented for information.

Moved by Trustee Joyner

THAT the Committee of the Whole adopt consent agenda items.

CARRIED

B. PRESENTATIONS

Nil

C. GOVERNANCE POLICIES

1. Governance Policies for Recommendation to the Board

1.1. Dress Code – Secondary Uniform – Safe Schools Policy (302.6.6)

Domenic Massi, Superintendent of Education, presented feedback received from the vetting process and highlighted recommended amendments to the Dress Code – Secondary Uniform – Safe Schools Policy (302.6.6), following the vetting process.

Following discussion, the Committee of the Whole recommended the following additional amendments:

- No amendment

Moved by Trustee Marino

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Dress Code – Secondary Uniform – Safe Schools Policy (302.6.6), as presented.

APPROVED

1.2. Safe and Accepting Schools Policy (302.6)

Superintendent Massi presented feedback received from the vetting process and highlighted recommended amendments to the Safe and Accepting Schools Policy (302.6), following the vetting process.

Following discussion, the Committee of the Whole recommended the following additional amendments:

- Paragraph 1 – keep “*students staff, parents/guardians and community members involved in Board and school programs, events and activities.*”

Moved by Trustee Joyner

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Safe and Accepting Schools Policy (302.6), as amended.

APPROVED

1.3. Corporate Cards, Purchasing Cards and Petty Cash Policy (600.4)

Giancarlo Vetrone, Superintendent of Business & Financial Services, presented feedback received from the vetting process and highlighted recommended amendments to the Corporate Cards, Purchasing Cards and Petty Cash Policy (600.4), following the vetting process.

Following discussion, the Committee of the Whole recommended the following additional amendments:

- Add a phrase ensuring that safeguards are in place to protect public funds being abused.

Moved by Trustee

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Corporate Cards, Purchasing Cards and Petty Cash Policy (600.4), as amended.

APPROVED

2. Governance Policies Prior to Vetting

2.1. Niagara Catholic Parent Involvement Committee Policy (800.7)

Lee Ann Forsyth-Sells, Superintendent of Education, presented the Niagara Catholic Parent Involvement Committee Policy (800.7).

The Committee of the Whole suggested the following amendments:

- No amendment

The Committee of the Whole requested that the Niagara Catholic Parent Involvement Committee Policy (800.7), be vetted from January 17, 2024 to February 21, 2024 with a recommended deadline for presentation to the Committee of the Whole in March, for consideration to the Board in March.

2.2. Code of Conduct Policy (302.6.2)

Superintendent Massi presented the Code of Conduct Policy (302.6.2).

The Committee of the Whole suggested the following amendments:

- Paragraph 2 – add “; *students, parents/guardians, staff, trustees, volunteers, and visitors*” remove “*and especially persons in positions of authority*” change “*Aggressive or hostile*” to “*Aggressive, hostile or inappropriate*”

The Committee of the Whole requested that the Code of Conduct Policy (302.6.2), be vetted from January 17, 2024 to February 21, 2024 with a recommended deadline for presentation to the Committee of the Whole in March, for consideration to the Board in March.

3. Governance Policy Review Schedule

Director Cipriano presented the Governance Policy Review Schedule.

D. COMMITTEE AND STAFF REPORTS

1. Literacy Plan

Kim Kinney, Superintendent of Education presented the Niagara Catholic Literacy Plan for Trustee information and introduced Andrea Stranges, K-12 Literacy Consultant.

Superintendent Kinney and Ms. Stranges answered questions of Trustees.

2. Monthly Updates

2.1 Student Trustees' Update

Student Trustee Johnstone presented a brief verbal update on the current activities of the Student Senate.

2.2 Senior Staff Good News Update

Senior Staff highlights included:

Superintendent Pizzoferrato

- Through the Kids Helping Kids Campaign, Niagara Catholic has received a letter of appreciation from the Niagara Children's Centre for the longstanding partnership and support to the centre. This year's campaign will take place from February 12th to the 23rd. Teaching staff at St. Theresa have met to determine their teaching/learning need in mathematics. Each teacher has developed a mission on the resource Knowledge Hook. The teaching and learning will be analyzed and moderated by staff during the learning cycle for the continuous improvement of student achievement in mathematics.

Superintendent Forsyth-Sells

- Students and staff at St. Theresa Catholic Elementary School were blessed with a Christmas gift from Merrittville Speedway and Hits FM on December 18th. The donors shared that they were impressed by the positive reception from students and staff.
- On January 12th, Our Lady of the Holy Rosary Catholic Elementary School, in conjunction with Niagara Region Public Health, hosted a vaccination clinic in the school gymnasium to assist families in getting vaccinations up to date. The enrolment at Our Lady of the Holy Rosary continues to grow with a current enrolment of 732 students and approximately 170 new registrations since September 2023.

Superintendent Rocca

- Through the generosity of the Nights of Columbus, over 300 brand new coats were delivered to students and families in need across the system.
- Margaret Moody, a former student of St. Vincent de Paul Catholic Elementary School and Denis Morris Catholic High School took it upon herself to raise funds for families in the Niagara Catholic community and filling 23 gift bags valued at over \$65.00 each and provided to schools that reached out for support. Further to these gifts, 23 grocery cards were distributed with a total value of \$1,150.00.

E. INFORMATION

1. Trustee Information

1.1 Draft 2024 Board Committee Membership

Chair Di Lorenzo presented the Draft 2024 Board Committee Membership.

F. OTHER BUSINESS

1. General Discussion to Plan for Future Action

- 1.1 Reminder of the OCSTA Seminar taking place Thursday January 18th.
- 1.2 Preceding the Board meeting on January 30th, there will be an in-service session at 5:00 pm specifically for Trustees and any senior staff members interested in attending.

G. BUSINESS IN CAMERA

H. REPORT ON THE IN-CAMERA SESSION

I. ADJOURNMENT

Moved by Trustee Huibers

THAT the January 16, 2024 Committee of the Whole Meeting be adjourned.

CARRIED

This meeting was adjourned at 7:51 p.m.

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **January 16, 2024.**

Approved on **February 13, 2024.**

Rhianon Burkholder
Vice-Chair of the Board

Camillo Cipriano
Director of Education/Secretary -Treasurer