



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

TUESDAY, MARCH 8, 2011

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, March 8, 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 Trustee Burkholder.

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; **James Woods**, Controller of Plant; **Khayyam Syne**, Administrator of Staff Development; **Mark Lefebvre**, Administrator of School Effectiveness; **Marcel Jacques**, Administrator: Special Education, Student Achievement K-12; **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

THAT the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of March 8, 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 February 8, 2011

Moved by Trustee Burkholder

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

CARRIED

B. PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

1. Niagara Catholic District School Board Speak Out! Showcase 2011

Yolanda Baldasaro, Superintendent of Education, invited Mark Lefebvre, Administrator: School Effectiveness Framework; to introduce Lisa Incaviglia, teacher at Alexander Kuska Catholic Elementary School and Speak OUT! Committee Chair.

Ms. Incaviglia introduced the speakers who presented their award winning speeches to the Board.

Catholic Messengers: Kira Petriello, Monsignor Clancy Catholic Elementary School
Topic: *The Dark Side of Chocolate*

Catholic Messengers: Darya Bondarenko, Our Lady of Victory
Topic: *I Know*

Junior Division: Nico Tripodi, St. James Catholic Elementary School
Topic: *Parental Quirks*

Intermediate Division: Simone Waller, St. Joseph Catholic Elementary School, Fort Erie
Topic: *The Perfect Sisters*

Ms. Incaviglia introduced the Speak OUT! Committee and thanked them for all their work and dedication.

Vice-Chairperson Charbonneau congratulated the students on their award winning speeches and along with Chairperson Burtnik and Director Crocco presented them with Niagara Catholic "Excellence in Academics" Pins.

2. VEX Robotic Design System

Superintendent Baldasaro invited Marco Magazzeni, Consultant K-12, Specialist High Skills Major, to introduce the Andrew Boon, Vice-Principal of Holy Cross Catholic Secondary School. Mr. Boon spoke briefly of the VEX Robotic Design program and invited Jeff Maxwell, teacher at Holy Cross Catholic to present further information on the program.

Mr. Maxwell informed the Board that one of the HC Robo Raiders Team has qualified to be entered in the World Championships tournament which takes place at Disney World, in Orlando Florida in May of this year. This is the second year that Holy Cross Catholic has worked with the VEX Robotics Design System product and it is the second year in a row that a school team has qualified to attend the World Championships competition.

The HC Robo Raiders provided a demonstration of the VEX Robotics program.

Vice-Chairperson Charbonneau congratulated Mr. Magazzeni, Mr. Maxwell and the HC Robo Raiders on their achievements and wished them further success.

3. Employability Skills Plan (ESP)

Superintendent Baldasaro invited Marcel Jacques, Administrator: Special Education, Student Achievement K-12; to introduce Cathy McMullin, ABA Supervisor, Student Achievement K-12; and Alfonso Monachino, Educational Resource Teacher, Denis Morris Catholic.

Ms. McMullin and Mr. Monachino presented the report on the Employability Skills Plan (ESP), which is a resource for Special Education Teachers to support students with special education needs. It was stated that the ESP is intended to be a starting point for supporting positive work experiences and community involvement and to provide a resource and framework for Special Education Teachers as they help their students develop an individual employability portfolio.

Trustees expressed their gratitude to Niagara Catholic staff for their remarkable accomplishments in assisting the students with special education needs succeed in their life plan.

4. Teaching Learning Critical Pathway (TLCP) Program Update

Superintendent Baldasaro invited Administrator Lefebvre to introduce Jennifer DeCoff, Intermediate Consultant, who presented the Teaching Learning Critical Pathway (TLCP) Program Update.

Ms. DeCoff stated that the Teaching Learning Critical Pathway (TLCP) is a process used to collaboratively plan classroom instruction based on student strengths and needs with the intent of increasing student achievement. The goal of the TLCP is to increase student achievement and teachers who have participated in this process have noted an increase in student learning. This school year 2010-2011, the Student Achievement Department has begun the process of requesting that schools measure the impact of the TLCP on student achievement.

5. **Extended Overnight Field Trip/Excursion/Exchange Trip Information**

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

6. **Staff Development Department Professional Development Opportunities**

Frank Iannantuono, Superintendent of Education, welcomed Khayyam Syne, Administrator of Staff Development, and Mario Ciccarelli, Principal of Saint Michael Catholic High School, who presented an overview of the revised Leadership Identification Program (LIP) for 2011-2013.

Mr. Syne presented information on the Administrative Internship Program (AIP) and introduced the members.

7. **Niagara Catholic Full-Day Early Learning Kindergarten Program Implementation Update – Year 3**

Superintendent Baldasaro presented the report on the Niagara Catholic Full-Day Early Learning Kindergarten Program Implementation Update – Year 3. She informed Trustees that the March 2, 2011 announcement by Premier Dalton McGuinty of the Year 3 school expansion of the Full-Day Early Learning Kindergarten Program has allowed Niagara Catholic to offer the FDELKP to an additional 11 schools across the Niagara Region. This approval brings the total number of schools offering the FDELKP to 21.

James Woods, Controller of Plant, provided information on the process followed in preparing the FDELKP Report to the Ministry of Education.

8. **Policy Committee**

8.1 **Unapproved Minutes**
Policy Committee Meeting – February 22, 2011

Moved by Trustee Burtnik

THAT the Committee of the Whole receive the unapproved Minutes of the Policy Committee Meeting of February 22, 2011, as presented.

CARRIED

8.2 **Approval of Policies**

8.2.1 **Complaint Resolution Policy (800.3)**

Chairperson Burtnik reviewed the history of the Complaint Resolution Policy and the results of the Policy Committee review.

Trustees discussed the portion of the Administrative Guidelines that refers to a complaint being filed against the conduct of the Director of Education, and the need or lack of need to involve the Board Solicitor prior to informing the Board of Trustees of the complaint.

Director Crocco informed Trustees that while the Board approves Policies, the purpose of the cyclical review of policies is to keep Trustees updated and informed of all Policies and Administrative Guidelines in the Niagara Catholic District School Board. Beginning in 2008 with the implementation of the new

Cyclical Review Process for Policies in Niagara Catholic, all Policies will be accompanied by the Administrative Guidelines for discussion in Policy Committee towards Board approval.

Moved by Trustee MacNeil

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Complaint Resolution Policy (800.3), as presented.

CARRIED

8.2.2 Nutrition Policy (302.7)

Moved by Trustee Fera

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Nutrition Policy (302.7), as presented.

CARRIED

8.3 Policy Development Update

Director Crocco presented the Policy Development Update.

9. Monthly Updates

9.1 Capital Projects Progress Report

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

9.2 Student Trustees' Update

Patrick Fowler, Student Trustee, gave a brief verbal update on the activities of the Student Senate.

9.3 Senior Staff Good News Update

Senior Staff highlights included:

Superintendent Forsyth-Sells

- Lakeshore Catholic High School is currently presenting the he play “Pressure” by Lindsay Price. The play addressed problems regarding teenagers dealing with everyday life, which resulted in an award for the Best Play for Social Justice Issues.

Superintendent Iannantuono

- St. Christopher Catholic Elementary School finished 3rd in the Canadian Math Challenge.

Director Crocco

- Saint Michael and Saint Paul Catholic High Schools will be hosting the OFSSA AAA Boys Basketball Championship.

D. INFORMATION

1. Trustee Information

1.1 Spotlight on Niagara Catholic – February 22, 2011

Director Crocco presented the Spotlight on Niagara Catholic – February 22, 2011, issue for Trustees' information.

1.2 Calendar of Events – March 2011

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

1.3 March Break – March 14 – 18, 2011

Director Crocco reminded Trustees that the Niagara Catholic District School Board March Break is from March 14-18, 2011 inclusive. He noted that schools will be closed but the Catholic Education Centre will be open.

1.4 Blessing – St. Ann Catholic Learning Education Centre, Niagara Falls March 22, 2011

Director Crocco reminded Trustees that the Blessing of the St. Ann Catholic Learning Centre is scheduled for March 22, 2011 at 4:00 p.m.

1.5 Niagara Catholic Parent Involvement Committee Spring Convention March 26, 2011 - Blessed Trinity Catholic Secondary School

Director Crocco informed Trustees that the Niagara Catholic Parent Involvement Committee Spring Convention is being held on March 26, 2011 with registration beginning at 8:30 a.m. at Blessed Trinity Catholic Secondary School.

1.6 March Board Meeting – March 29, 2011

Director Crocco reminded Trustees that the March Board Meeting is being held March 29, 2011 (the 5th week of March instead of the 4th), due to the March Break.

1.7 Trustee & Senior Staff Faith Formation Retreat – March 30, 2011 Mount Carmel Spiritual Centre

Director Crocco reminded Trustees that the Trustee & Senior Staff Faith Formation Retreat has been rescheduled for March 30, 2011 at 4:00 p.m. with Bishop Gerard Bergie. Trustees received a Reflection Booklet to complete prior to the Retreat.

1.8 Ontario Catholic Student Leadership Conference 2011 – March 31 – April 2, 2011

Director Crocco presented an update on the Ontario Catholic Student Leadership Conference 2011 being held in Niagara Falls from March 31 to April 2, 2011. He stated that invitations had been sent to the Premier, Minister of Education, OCSTA, OCSOA, Bishops from across Ontario, and Sr. Joan Cronin from the Institute for Catholic Education. OCSTA is also promoting the Conference on their website.

Trustees were invited to attend any or all of the activities. They were asked to notify Linda Marconi, Executive Assistant, of their intention to attend.

1.9 Ground Breaking Ceremony - Blessed Trinity Catholic Secondary School–April 27, 2011

Director Crocco reminded Trustees that the Tentative Groundbreaking Ceremony for Blessed Trinity Catholic Secondary School is scheduled for April 27, 2011.

1.10 Special Board Meeting following April Committee of the Whole Meeting

Director Crocco informed Trustees that if tenders are acceptable for the Blessed Trinity Catholic Secondary School addition a Special Board Meeting will be held April 12, 2011, following the Committee of the Whole Meeting to approve the Blessed Trinity Catholic Secondary School Awarding of Contract. If tenders are not acceptable, tenders will be presented at the April Board Meeting.

1.11 Blessed Trinity Catholic Secondary School Tender

Director Crocco presented information on the Blessed Trinity Catholic Secondary School Tender.

E. OTHER BUSINESS

1. General Discussion to Plan for Future Action

F. BUSINESS IN CAMERA

Moved by Trustee Nieuwesteeg

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 9:35 p.m. and reconvened at 10:40 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Nieuwesteeg

THAT the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of March 8, 2011.

CARRIED

SECTION A: STUDENT TRUSTEES PRESENT

Moved by Trustee Nieuwesteeg

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 February 8, 2011, as presented.

CARRIED (Item F1)

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee Sicoli

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 February 8, 2011, as presented.

CARRIED (Item F3)

H. ADJOURNMENT

Moved by Trustee MacNeil

THAT the Mach 8, 2011 Committee of the Whole Meeting be adjourned.

CARRIED

This meeting was adjourned at 10:40 p.m.

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **March 8th, 2011.**

Approved on the **12th** day of **April 2011.**

Maurice Charbonneau
Vice-Chairperson of the Board

John Crocco
Director of Education/Secretary -Treasurer