



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE BOARD MEETING

TUESDAY, DECEMBER 18, 2012

Minutes of the Meeting of the Niagara Catholic District School Board, held on Tuesday, December 18, 2012, 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 Chairperson Burtnik.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Trustee Sicoli.

2. Roll Call

Chairperson Burtnik noted that Trustee Charbonneau asked to be excused.

Moved by Trustee Burkholder
Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board excuse Trustee Charbonneau from attending the Board Meeting of December 18, 2012.

CARRIED

Trustee	Present	Absent	Excused
Rhianon Burkholder	✓		
Kathy Burtnik	✓		
Maurice Charbonneau			✓
Frank Fera	✓		
Fr. Paul MacNeil	✓		
Ed Nieuwesteeg	✓		
Ted O'Leary	✓		
Dino Sicoli	✓		
Student Trustees			
Vincent Atallah	✓		
Michael Blair	✓		

The following staff were in attendance:

John Crocco, Director of Education; **Yolanda Baldasaro**, **Mario Ciccarelli**, **Lee Ann Forsyth-Sells**, **Frank Iannantuono**, **Mark Lefebvre**, Superintendents of Education; **Scott Whitwell**, Controller of Facilities Services; **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

Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board approve the Agenda of the Board Meeting of December 18, 2012, as presented.

CARRIED

4. Disclosure of Interest

A Disclosure of Interest was declared by Trustee O'Leary with Item F8.1 of the In Camera Agenda. This Trustee has family members who are employees of the Board. He left the meeting during discussion of this item.

5. Approval of Minutes of the Board Meetings

5.1 November 27, 2012

Moved by Trustee Nieuwesteeg

Seconded by Trustee MacNeil

THAT the Niagara Catholic District School Board approve the Minutes of the Board Meeting of November 27, 2012, as presented.

CARRIED

5.2 December 4, 2012

Moved by Trustee Nieuwesteeg

Seconded by Trustee MacNeil

THAT the Niagara Catholic District School Board approve the Minutes of the Annual Organizational Meeting of the Board of December 4, 2012, as presented.

CARRIED

B. DELEGATIONS/PRESENTATIONS

1. OFSAA Medalists 2012

Mike Sheahan, Physical Education Consultant, introduced the Principals from Notre Dame College School, St. Francis Catholic Secondary School and Lakeshore Catholic High School.

• **Notre Dame College School Golf Team**

Ralph DeFazio, Principal of Notre Dame College School, welcomed teacher-coach Tim Michalak who presented information on the OFSAA Gold Medalists - Notre Dame Golf Team and introduced the team members.

- **Saint Francis Catholic Secondary School Senior Ladies Basketball Team**

Principal Griepsma introduced teacher-coach O’Leary who presented background information on the St. Francis Secondary School Senior Ladies Basketball Team’s accomplishment of winning Gold at OFSAA.

- **Lakeshore Catholic High School Senior Football Team**

Principal Di Lorenzo welcomed teacher-coach Bernie Tessier who presented background information on Lakeshore Catholic’s Senior Football Team’s accomplishment of winning Gold at OFSAA.

Chairperson Burtnik praised all of the student athletes and coaches for their accomplishments. The Chairperson with the assistance of fellow Trustees presented the student athletes with Niagara Catholic “Excellence in Athletics” pins.

2. **Christmas Cards 2012**

Mark Lefebvre, Superintendent of Education, presented the report on Christmas Cards 2012. He indicated that schools throughout Niagara Catholic were invited to submit artwork designed by their students in order to create the 2012 Niagara Catholic Christmas Cards.

Chairperson Burtnik and Director Crocco welcomed the students whose artwork was chosen to represent the Niagara Catholic District School Board. The students were presented with a plaqued picture of their artwork which was shared with the Niagara Catholic community.

C. COMMITTEE AND STAFF REPORTS

1. **School Excellence Program – Canadian Martyrs Catholic Elementary School**

Director Crocco provided background information on the monthly School Excellence Program. Mario Ciccarelli, Superintendent of Education introduced Al Creelman, Principal of Canadian Martyrs Catholic Elementary School.

Principal Creelman, with the assistance of students and staff, showcased Canadian Martyrs as part of the School Excellence Program.

Chairperson Burtnik thanked Principal Creelman, the staff and students for their presentation and performance.

2. **Unapproved Minutes of the Committee of the Whole Meeting of December 4, 2012 and Consideration of Recommendations**

Moved by Trustee MacNeil
Seconded by Trustee Sicoli

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of December 4, 2012, as presented.

CARRIED

The following recommendations were presented for the Board's consideration from the Committee of the Whole Meeting of December 4, 2012:

2.1 Approval of Policies

2.1.1 Niagara Catholic Education Award of Distinction Policy (#100.7)

Moved by Trustee Burkholder

Seconded by Trustee Nieuwesteeg

THAT the Niagara Catholic District School Board approve the Niagara Catholic Education Award of Distinction Policy (#100.7), as presented.

CARRIED

2.1.2 Student Parenting Policy (#302.5)

Moved by Trustee Burkholder

Seconded by Trustee Nieuwesteeg

THAT the Niagara Catholic District School Board approve the Student Parenting Policy (#302.5), as presented.

CARRIED

2.1.3 Accessibility Standards Policy (new) (Interim)

Moved by Trustee Burkholder

Seconded by Trustee Nieuwesteeg

THAT the Niagara Catholic District School Board approve the Accessibility Standards Policy (*new*) (*Interim*), as presented.

CARRIED

3. Approved Minutes of the Special Education Advisory Committee Meeting of November 7, 2012

Moved by Trustee MacNeil

Seconded by Trustee Burkholder

THAT the Niagara Catholic District School Board receive the Approved Minutes of the Special Education Advisory Committee Meeting of November 7, 2012, as presented for information.

CARRIED

4. Trustee Honorarium for the Year from December 1, 2012 to November 30, 2013

John Crocco, Director of Education, presented the report on Trustee Honorarium for the Year from December 1, 2012 to November 30, 2013.

Moved by Trustee Burkholder

Seconded by Trustee Sicoli

THAT the Niagara Catholic District School Board approve the Trustee Honorarium for the year period from December 1, 2012 to November 30, 2013, as noted in Appendix A, as follows:

\$16,828 for the Chairperson of the Board (last year - \$16,900)

\$13,777 for the Vice-Chairperson of the Board (last year - \$13,842)

\$10,725 for the Other Trustees (last year - \$10,784)

CARRIED

5. **Extended Overnight Field Trip, Excursion and Exchange Committee Approvals**

Superintendent Lefebvre presented the information report from the Extended Overnight Field Trip, Excursion and Exchange Approval Committee.

6. **Catholic Leadership: Superintendent of Business and Financial Services Pool 2013**

Director Crocco presented the report on the selection of candidates for the Superintendent of Business and Financial Services Pool 2013, which is required to meet potential future needs of the Board.

7. **Director's Annual Report 2012**

On behalf of Senior Administrative Council, Director Crocco presented the Information Report on the Director's Annual Report 2012 and a copy of the Annual Report for 2012. He informed Trustees that the report to the Board outlines the Education Act requirements of the Annual Report and that of the Minister of Education regarding annual reports from all School Boards in Ontario.

Director Crocco thanked Senior Administrative Council for their submissions and Jennifer Brailey, Manager of Corporate Services & Communications, and the Print Shop staff for the newly designed layout and printing of the Director's Annual Report 2012.

8. **Revised Board Budget 2012-2013**

Director Crocco presented the Revised Budget Estimates for the Year 2012-2013 for the consideration of the Board, which will be "deemed to be balanced" with a transfer from the Reserves in the amount of \$1,899,540, which is 1% of the total Revised Budget Revenue of the Board.

Director Crocco noted that the 2012-2013 Revised Budget was prepared in accordance with the Board Approved Strategic Directions and Priority Indicators 2012-2013 approved by the Board in June 2012, in addition to being in compliance with the guidelines and regulations issued by the Ministry of Education, with the exception of the Board Administration Envelope, which is overspent by a total of \$715,888. He also noted that the Board may be required to submit to the Ministry of Education a plan, which will eliminate the above-mentioned Board Administration over-expenditure.

The Revised Budget Estimates for the year 2012-2013 will be submitted to the Ministry of Education by the December 18, 2012 deadline.

Moved by Trustee Fera

Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board approve the Report on the Revised Budget for the year 2012-2013, as presented.

CARRIED

9. **Financial Reports**

9.1 **Monthly Banking Transactions**

Moved by Trustee MacNeil

Seconded by Trustee Sicoli

THAT the Niagara Catholic District School Board approve the Monthly Banking Transactions for the month of November 2012, as presented for information.

CARRIED

9.2 Statement of Revenue & Expenditures

Moved by Trustee MacNeil

Seconded by Trustee Sicoli

THAT the Niagara Catholic District School Board approve the Statement of Revenue and Expenditures as at November 30, 2012, as presented for information.

CARRIED

D. TRUSTEE ITEMS, OPEN QUESTION PERIOD & OTHER BUSINESS

1. Correspondence

Director Crocco presented the following correspondence:

1.1 OCSTA Catholic Education Week 2013

1.2 St. Clair Catholic DSB Letter to Minister Broten re Memorandum of Understanding

1.3 Minister of Education Broten – Amalgamation

1.4 Minister of Education Broten – 34 Credits

2. Report on Trustee Conferences Attended

Nil Report

3. General Discussion to Plan for Future Action

Nil Report

4. Trustee Information

4.1 Spotlight on Niagara Catholic – December 4, 2012

Director Crocco presented the Spotlight on Niagara Catholic – December 4, 2012 issue for Trustees' information.

4.2 Calendar of Events – January 2013

Director Crocco presented the Calendar of Events – January 2013 for Trustees' information

4.3 Christmas Break – December 22, 2012 – January 6, 2013

Director Crocco informed Trustees that all schools along with the Catholic Education Centre will be closed from December 22, 2012 to January 6, 2013 inclusive.

4.4 Niagara Catholic Baby Celebration – January 16, 2013

Director Crocco informed Trustees of the Niagara Catholic Baby Celebration being held at the Catholic Education Centre on January 16, 2013. All Board employees who had a baby during 2012 and are on maternity leave have been invited to the Catholic Education Centre for a get together to reconnect with colleagues. All Trustees were invited to attend.

4.5 **Letter to Students and Parents from Niagara Catholic and Bishop Bergie re System Update**

Director Crocco presented Trustees with a copy of a letter being sent to all students and parents from Bishop Bergie, Chairperson Burtnik and himself which included information of recent and future events in Niagara Catholic.

4.6 **BEC - 2013 Annual Partners Breakfast - February 8, 2013 - 7:30 - 10:00 a.m.**

Director Crocco presented information on the BEC - 2013 Annual Partners Breakfast – being held February 8, 2013 from 7:30 to 10:00 a.m.

Trustees were asked to confirm their attendance with Sherry Morena no later than Friday, January 18th 2013.

5. **Open Question Period**

None Submitted

E. NOTICES OF MOTION

F. BUSINESS IN CAMERA

Moved by Trustee Sicoli

Seconded by Trustee Burkholder

THAT the Niagara Catholic District School Board move into the In Camera Session.

CARRIED

The Niagara Catholic District School Board moved into the In Camera Session of the Board Meeting at 9:10 p.m. and reconvened at 9:40 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Rhianon Burkholder

Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board report the motions from the In Camera Session of the Board Meeting of December 14, 2012.

CARRIED

SECTION A: STUDENT TRUSTEES PRESENT

Moved by Trustee Sicoli

Seconded by Trustee MacNeil

THAT the Niagara Catholic District School Board approve the Minutes of the In Camera Session of the Board Meeting - SECTION A: Student Trustees Present of November 27, 2012, as presented.

CARRIED (Item F1)

Moved by Trustee Sicoli

Seconded by Trustee MacNeil

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the In Camera Session of the Committee of the Whole Meeting - SECTION A: Student Trustees Present of December 4, 2012, as presented.

CARRIED (Item F2)

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee Nieuwesteeg
Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board approve the Minutes of the In Camera Session of the Board Meeting - SECTION B: Student Trustees Excluded of November 27, 2012, as presented.

CARRIED (Item F4)

Moved by Trustee Nieuwesteeg
Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the In Camera Session of the Committee of the Whole Meeting - SECTION B: Student Trustees Excluded of December 4, 2012, as presented.

CARRIED (Item F5)

H. FUTURE MEETINGS AND EVENTS

I. MOMENT OF SILENT REFLECTION FOR LIFE

J. ADJOURNMENT

Moved by Trustee Sicoli
Seconded by Trustee MacNeil

THAT the December 18, 2012 meeting of the Niagara Catholic District School Board be adjourned.

CARRIED

This meeting was adjourned at 9:40 p.m.

Minutes of the Meeting of the Niagara Catholic District School Board held **December 18th, 2012.**

Approved on the **29th** day of **January 2013.**

Kathy Burtnik
Chairperson of the Board

John Crocco
Director of Education/Secretary -Treasurer