



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

**TUESDAY, NOVEMBER 8, 2011**

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Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, November 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 Chairperson Burtnik.

### A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Trustee MacNeil.

2. Roll Call

Chairperson Burtnik noted that Vice-Chairperson Charbonneau asked to be excused from the Committee of the Whole Meeting.

Trustee	Present	Absent	Excused
Rhianon Burkholder	✓		
Kathy Burtnik	✓		
Maurice Charbonneau			✓
Frank Fera	✓		
Fr. Paul MacNeil	✓		
Ed Nieuwesteeg	✓		
Ted O'Leary	✓		
Dino Sicoli	✓		
<b>Student Trustees</b>			
Ryan Creelman	✓		
Patrick Morris	✓		

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; **Larry Reich**, Superintendent of Business & Financial Services; **James Woods**, Controller of Plant; **Khayyam Syne**, Administrator of Staff Development, Administrator of School Effectiveness; **Jennifer Brailey**, Manager of Corporate Services & Communications; **Sherry Morena**, Recording Secretary/Administrative Assistant, Corporate Services & Communications

3. **Approval of the Agenda**

Moved by Trustee MacNeil

**THAT** the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of November 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 October 11, 2011**

Moved by Trustee Sicoli

**THAT** the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of October 11, 2011, as presented.

**CARRIED**

**B. PRESENTATIONS**

**C. COMMITTEE AND STAFF REPORTS**

1. **Policy Committee**

1.1 **Unapproved Minutes**

**Policy Committee Meeting – October 25, 2011**

Moved by Trustee Sicoli

**THAT** the Committee of the Whole receive the unapproved Minutes of the Policy Committee Meeting of October 25, 2011, as presented.

**CARRIED**

1.2 **Policy Schedule**

Director Crocco presented the Policy Schedule and informed the Committee of the Whole that at the November Policy Committee Meeting a revised schedule with a new Diabetes Policy included will be provided.

1.3 **Policy Update**

Director Crocco presented the Policy Update.

**2. Pilgrimage Sunday – October 23, 2011**

Superintendent Lefebvre welcomed Terri Pauco, Religious Education and Family Life Consultant, who presented information on Pilgrimage Sunday - October 23, 2011 in which approximately 4000 Niagara Catholic students, staff, Trustees, Senior Administration, priests, Catholic School Council members, and alumni from Niagara Catholic's eight (8) Secondary Schools participated. This year's annual Pilgrimage raised approximately \$176,000.00 to assist those in need of assistance in Secondary Schools sponsored Missions in Haiti, the Dominican Republic, Dominica, Guatemala, Peru, and Rwanda, in addition to Development & Peace and Fogquest.

Student and staff representatives from each of Niagara Catholic's eight (8) Catholic Secondary Schools were in attendance to speak of their Pilgrimage experience.

**3. Senior Staff Follow-Up Report and Recommendations on the May 2009 Board Approved Motions of the Pupil Accommodation Review for Niagara Falls Elementary, St. Catharines Elementary and St. Catharines Secondary Schools**

Director Crocco presented the Senior Staff Follow-Up Report and Recommendations on the May 2009 Board Approved Motions of the Pupil Accommodation Review for Niagara Falls Elementary, St. Catharines Elementary and St. Catharines Secondary Schools. In highlighting the report and recommendations, he indicated that Senior Administrative Council has categorized the Board approved motions of May 26<sup>th</sup>, 2009 as Action, Monitor, Establish or Report and included a Follow-Up statements on the motions to inform Trustees of the progress of each status and motion.

Moved by Trustee Sicoli

**THAT** the Committee of the Whole recommend to the Niagara Catholic District School Board that the Board directs Senior Administrative Council:

1. To continue to implement the May 2009 motions categorized under Action, Monitor and Establish;
2. To design and implement a plan to reduce surplus space usage in all facilities and report to the Board on the specific strategies utilized;
3. To design and implement a plan to reduce cost associated with surplus space in all facilities and report to the Board on the cost reductions;
4. To continue the review of all potential boundary adjustments to minimize specific enrolment pressures in Niagara Falls and St. Catharines and present options and recommendations to the standing Ad Hoc Attendance Committees of the Board;
5. To continue to research all potential school organizational options for the consideration of the Board; and,
6. To defer the report timelines within the May 2009 Board motions categorized under Report until no later than December 2012 and that within the report to the Board submit recommendations on the implementation of the May 2009 Board motions as required.

**CARRIED**

**4. Mental Health First Aid Training**

Superintendent Baldasaro introduced Ken Lococo, Behaviour Resource Teacher, who presented the report on Mental Health First Aid Training. Mr. Lococo informed Trustees that he participated in a five day Mental Health First Aid (MHFA) trainer certification course which certifies him to train the first round of identified staff.

Mr. Lococo stated that with the philosophy that mental health crises, such as suicidal and self-harming actions, may be avoided through early intervention, the training course focuses on training individuals to help them provide initial support to someone who may be developing a mental health problem or experiencing a mental health crisis.

Director Crocco informed Trustees that the Mental Health First Aid Training will be included in the new Niagara Catholic Mental Health & Addictions Plan scheduled to be completed by June 2012.

**5. The Dynamics of a Complete Mathematics Program at Niagara Catholic**

Superintendent Lefebvre introduced Michele Staples, Mathematics Consultant, and Beth Hulan, Mathematics Coach, who presented an overview of The Dynamics of a Complete Mathematics Program at Niagara Catholic. The overview focused on curriculum expectations, procedural and conceptual knowledge, problem solving, a three part lesson and professional development for staff.

**6. School Climate Surveys**

Superintendent Iannantuono welcomed Anthony Corapi, Research, Assessment and Evaluation Consultant who presented the report on School Climate Surveys. He highlighted the new expectations for Principals based on the Keeping Our Kids Safe at School Act, Regulation 472/02 and additions to PPM's 144 and 145.

Superintendent Iannantuono informed Trustees that the Board-wide School Climate Survey will be launched on November 14, 2011 during Bullying Prevention Week across Canada. Students and parents are invited to complete the survey by December 16, 2011.

Trustees discussed the report and asked questions of Senior Staff.

**7. Staff Development Department Professional Development Opportunities**

Khayyam Syne, Administrator of Staff Development, presented the report on the Staff Development Department Professional Development Opportunities for information.

**8. Monthly Updates**

**8.1 Capital Projects Progress Report**

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

**8.2 Student Trustees' Update**

Ryan Creelman and Patrick Morris, Student Trustees, provided a brief verbal update on the current activities of the Student Senate.

**8.3 Senior Staff Good News Update**

Senior Staff highlights included:

**Superintendent Ciccarelli**

- Heidi-Ann Poltl, Teacher at St. Michael Catholic Elementary School. was the recipient of the Prime Minister's Award for Teaching Excellence - Ontario Certificate of Achievement.

Principal Brian Palujanskas, Director Crocco, members of Senior Staff and the school community will be honouring Ms. Poltl during a school assembly on November 25<sup>th</sup>, 2011. Honourable Member of Parliament and Attorney General, Mr. Rob Nicholson will be presenting Heidi-Ann with her award.

#### **Superintendent Lefebvre**

- Our Lady of Mount Carmel Catholic Elementary School formed the OLOMC Student Ambassadors. Their November school wide project is "Support Our Troops by Wearing Red" every Friday in November.

The Department of National Defence posted the following message from Our Lady of Mount Carmel Catholic Elementary School students and staff on their "Write to the Troops" website *"The message that the staff and students of your school submitted to the Canadian Troops via the Write to the Troops electronic message board has been selected as message of the day."*

#### **Superintendent Baldasaro**

- Zachary Casey, Grade 11 student from Blessed Trinity Catholic Secondary School, was selected as one of only four (4) Canadians to march with the Salvation Army Band in the Rose Bowl Parade in January 2012. Zachary will be playing 1st Cornet, and at age 16, will be the youngest player in the ensemble.

## **D. INFORMATION**

### **1. Trustee Information**

#### **1.1 Spotlight on Niagara Catholic – October 25, 2011**

Director Crocco presented the Spotlight on Niagara Catholic – October 25, 2011 issue for Trustees' information.

#### **1.2 Calendar of Events – November 2011**

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

#### **1.3 Celebrating Junior Artists 2011 – November 7 – 6:30 p.m. – Catholic Education Centre**

Director Crocco informed Trustees that the Celebrating Junior Artists 2011 event which took place on November 7, 2011 at the Catholic Education Centre was a tribute to the many talented junior artists in our Board.

#### **1.4 Special Board Meeting – November 15, 2011 – 5:30 p.m.**

Director Crocco reminded Trustees of the Special Board Meeting scheduled for November 15, 2011 at 5:30 p.m.

#### **1.5 Niagara Catholic 2<sup>nd</sup> Annual Spelling Bee – November 30, 2011 Notre Dame College School**

Director Crocco invited Trustees to attend Niagara Catholic's 2<sup>nd</sup> Annual Spelling Bee being held on November 30, 2011 at Notre Dame College School in Welland, and asked that they confirm their attendance with Sherry Morena, Administrative Assistant to Corporate Services & Communications.

**1.6 Annual Administrators, Trustees, and Priest Faith Formation  
December 15, 2011 – 11:00 a.m.**

Director Crocco invited Trustees to attend the December 15, 2011 Annual Administrators, Trustees, and Priest Faith Formation, and asked that they confirm their attendance with Sherry Morena, Administrative Assistant to Corporate Services & Communications.

**1.7 Visit to Niagara Catholic by Minister of Education**

Director Crocco invited Trustees to attend Minister of Education Laurel Broten's visit to Saint Paul Catholic High School on Thursday, November 10, 2011 where she will be presenting the Premier's Safe School award to Saint Paul and St. Philomena Catholic Elementary Schools.

Trustees were asked to confirm their attendance with Sherry Morena.

**1.8 Bishop Bergie's 1<sup>st</sup> Anniversary as Bishop of the Diocese of St. Catharines**

Director Crocco informed Trustees that in honour of Bishop Bergie's 1<sup>st</sup> Anniversary as the Bishop of the Diocese of St. Catharines (November 9, 2011), Chairperson Burtnik and the Director, on behalf of the Board, staff and all students will present the Bishop with a framed collage of students from Niagara Catholic. Director Crocco showed the Committee of the Whole the collage and thanked Jennifer Brailey, Manager of Corporate Services & Communications, for the design.

**E. OTHER BUSINESS**

**1. General Discussion to Plan for Future Action**

**1.1 Naming of Our Lady of Victory Catholic Elementary School Gymnasium**

Director Crocco explained to Trustees that in keeping with the Board's Administrative Procedure for School Name Selection, Our Lady of Victory Catholic Elementary School has been granted permission to name their newly renovated gymnasium after long time serving Trustee and Award of Distinction Recipient Frank Durante. The Committee of the Whole unanimously supported the decision.

**F. BUSINESS IN CAMERA**

Moved by Trustee Fera

**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 9:25 p.m. and reconvened at 9:30 p.m.

## **G. REPORT ON THE IN-CAMERA SESSION**

Moved by Trustee O'Leary

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

**CARRIED**

### **SECTION A: STUDENT TRUSTEES PRESENT**

Moved by Trustee O'Leary

**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 October 11, 2011, 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 In Camera Session of the Committee of the Whole Meeting - Section B: Student Trustees Excluded held on October 11, 2011, as presented.

**CARRIED (Item F3)**

## **H. ADJOURNMENT**

Trustee Sicoli spoke briefly of a Group Pilgrimage he attended along with Trustee Fera expressing that the pilgrimage was very fulfilling faithfully and spiritually.

Moved by Trustee MacNeil

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

**CARRIED**

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

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

Approved on the **6<sup>th</sup>** day of **December 2011.**

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Kathy Burtnik  
Chairperson of the Board

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John Crocco  
Director of Education/Secretary -Treasurer