



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## MINUTES OF THE BOARD MEETING

**TUESDAY, JANUARY 25, 2011**

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Minutes of the Meeting of the Niagara Catholic District School Board, held on Tuesday, January 25, 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 all Trustees and Student Trustees were in attendance. Trustee Fera was present electronically for a portion of the meeting.

Technical difficulties prevented Trustee Fera from participating in the entire meeting.

Trustee	Present	Present Electronically	Absent	Excused
Rhianon Burkholder	✓			
Kathy Burtnik	✓			
Maurice Charbonneau	✓			
Frank Fera		✓		
Fr. Paul MacNeil	✓			
Ed Nieuwesteeg	✓			
Ted O'Leary	✓			
Dino Sicoli	✓			
<b>Student Trustees</b>				
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; **Larry Reich**, Superintendent of Business & Financial Services; **James Woods**, Controller of Plant; **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  
Seconded by Trustee O'Leary

**THAT** the Niagara Catholic District School Board approve the Agenda of the Board Meeting of January 25, 2011, as presented.

**CARRIED**

**4. Disclosure of Interest**

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

**5. Approval of Minutes of the Board Meeting of December 21, 2010**

Moved by Trustee  
Seconded by Trustee

**THAT** the Niagara Catholic District School Board approve the Minutes of the Board Meeting of December 21, 2010, as presented.

**CARRIED**

**B. DELEGATIONS**

**1. Norah Morgan Memorial Award**

Yolanda Baldasaro, Superintendent of Education, welcomed Mark Lefebvre, School Effectiveness Framework Administrator, and Jayne Evans, FSL /ESL / Arts Consultant, who presented the report on the Norah Morgan Memorial Award. Ms. Evans informed Trustees that the award which celebrates the contributions and achievements of elementary school teachers who have made a strong contribution to the arts in Niagara region schools is being presented to Crain-Anez for her expertise and love of the arts both in her classroom assignments as well as in her current role as Arts Coach.

**C. COMMITTEE AND STAFF REPORTS**

**1. School Excellence Program - St. Anthony Catholic Elementary School**

Director Crocco provided background information on the monthly School Excellence Program. Rob Ciarlo, Superintendent of Education introduced Anne Marie Crocco, Principal of St. Anthony Catholic Elementary School.

Principal Crocco with the assistance of students and staff showcased St. Anthony Catholic Elementary School as part of the School Excellence Program.

Chairperson Burtnik thanked Principal Crocco, Vice-Principal Bishop, the staff and students for their presentation and performance.

## **2. Specialist High Skills Major – Hospitality & Tourism**

Yolanda Baldasaro, Superintendent of Education, welcomed Marco Magazzeni, Consultant: Technology/Specialist High Skills Major, who presented the report on the Specialist High Skills Major – Hospitality & Tourism program which gives students real life experiences in all facets of the hospitality and tourism industry.

Trustees were informed that Hospitality and Tourism programs are offered at all eight (8) Niagara Catholic secondary schools with one at the Quality Inn Parkway Suites in St. Catharines. This partnership represents the only School Board in Ontario with a classroom in a hotel.

Chairperson Burtnik commended staff and students on their many successes with the Hospitality & Tourism Program.

## **3. Unapproved Minutes of the Committee of the Whole Meeting of January 18, 2011 and Consideration of Recommendations**

Moved by Trustee O'Leary  
Seconded by Trustee Burkholder

**THAT** the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of January 18, 2011, as presented.

**CARRIED**

The following recommendations were presented for the Board's consideration from the Committee of the Whole Meeting of January 11, 2011.

### **3.1 Approval of Policies**

#### **3.2.1 Catholic School Councils Policy (800.1)**

Moved by Trustee Burkholder  
Seconded by Trustee Charbonneau

**THAT** the Niagara Catholic District School Board approve the Catholic School Councils Policy (800.1), as presented.

**CARRIED**

#### **3.2.2 Complaint Resolution Policy (800.3)**

Trustee Sicoli raised a question regarding the section of the Complaint Resolution Policy that refers to a complaint filed against the Director of Education, and Executive Council being in a position to determine if the appeal will be heard by the Board.

Chairperson Burtnik stated that as outlined in the Administrative Guidelines, in the event that there is a complaint against the Director, it is the Chair's responsibility to appoint two (2) Superintendents of Education to investigate the complaint. An appeal of the decision by the Superintendents of Education is submitted to Executive Council to determine if the appeal will be heard by the Board.

Trustees decided to refer the Complaints Resolution Policy back to the Policy Committee for further discussion.

Moved by Trustee Sicoli  
Seconded by Trustee MacNeil

**THAT** the Niagara Catholic District School Board refer the Complaint Resolution Policy (800.3), to the Policy Committee.

**CARRIED**

**3.2 Addition and Alterations to St. Mark Catholic Elementary School  
Awarding of Construction Contract**

Moved by Trustee Burkholder  
Seconded by Trustee MacNeil

**THAT** the Niagara Catholic District School Board approve the award of a construction contract to Aldor Builders Limited, for the addition and alterations to St. Mark Catholic Elementary School.

**CARRIED**

Trustee Fera experienced technical difficulties at this time which prevented him from participating in the remainder of the meeting.

**4. Catholic Leadership: Principal and Vice-Principal Selection Policy (202.2)**

Chairperson Burtnik presented the Catholic Leadership: Principal and Vice-Principal Selection Policy for approval as recommended by the Policy Committee which met January 25, 2011.

Moved by Trustee O'Leary  
Seconded by Trustee MacNeil

**THAT** the Niagara Catholic District School Board approve the Catholic Leadership: Principal and Vice-Principal Selection Policy (202.2), as presented.

**CARRIED**

**5. Minutes of the Special Education Advisory Committee Meeting of December 1, 2010**

Moved by Trustee Charbonneau  
Seconded by Trustee Sicoli

**THAT** the Niagara Catholic District School Board receive the Minutes of the Special Education Advisory Committee Meeting of December 1, 2010, as presented for information.

**CARRIED**

**6. Mid-Year Progress Review of the Niagara Catholic Strategic Directions Priority Indicators**

Director Crocco presented the Mid-Year Progress Review of the Niagara Catholic Strategic Directions Priority Indicators. He stated that the Niagara Catholic Strategic Directions Priority Indicators 2010-2011 are designed to provide the annual focus for the system towards achieving the outcomes of the Board approved Niagara Catholic Vision 2020 Strategic Plan. Within the two (2) Strategic Directions and the seven (7) Enabling Strategies are the approved priority indicators which provide the specific framework to measure the achievement of each direction and strategy.

On behalf of Senior Staff, Director Crocco highlighted each section of the report and answered questions of Trustees. The final report on 2010-2011 will be presented at the September 2011 Board Meeting.

**7. Expansion of SCOEP Program**

Former Trustee and Vice-Chairperson of the Board John Dekker put forth the following Notice of Motion regarding the possible expansion of the SCOEP Program at the November 23, 2010 Board Meeting.

Trustees recommended an amendment to the motion to change the deadline from September 2011 to September 2012.

Moved by Trustee Sicoli

Seconded by Trustee MacNeil

**THAT** the Niagara Catholic District School Board approve an amendment to the motion to change the deadline for investigating the possible expansion of the SCOEP Program, by utilizing the new Jericho House Facilities, from September 2011 to September 2012.

**CARRIED**

Moved by Trustee Sicoli

Seconded by Trustee MacNeil

**THAT** the Niagara Catholic District School Board investigate the possible expansion of the SCOEP Program, by utilizing the new Jericho House Facilities, beginning September 2012.

**CARRIED**

**8. Financial Reports**

**8.1 Monthly Banking Transactions**

Moved by Trustee Nieuwesteeg

Seconded by Trustee Charbonneau

**THAT** the Niagara Catholic District School Board approve the Monthly Banking Transactions for the month of December 2011, as presented for information.

**CARRIED**

**8.2 Statement of Revenue & Expenditures**

Moved by Trustee Nieuwesteeg

Seconded by Trustee Charbonneau

**THAT** the Niagara Catholic District School Board approve the Statement of Revenue and Expenditures as at December 31, 2010, as presented for information.

**CARRIED**

**D. TRUSTEE ITEMS, OPEN QUESTION PERIOD & OTHER BUSINESS**

**1. Correspondence**

Nil Report

**2. Report on Trustee Conferences Attended**

**OCSTA Catholic School Governance – Keeping the Promise**

Trustees discussed the benefits of the OCSTA Catholic School Governance – Keeping the Promise Session.

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

Nil Report

**4. Trustee Information**

**4.1 Spotlight on Niagara Catholic**

**4.1.1 January 18, 2011**

Director Crocco presented the Spotlight on Niagara Catholic – January 18, 2011 issue for Trustees’ information.

**4.1.2 Special Baby Day 2011 Edition**

Director Crocco presented the Spotlight on Niagara Catholic - Special Baby Day 2011 Edition for Trustees’ information.

**4.2 Calendar of Events – February 2011**

Director Crocco presented the Calendar of Events – February 2011 for Trustees’ information.

**4.3 Bishop’s Gala – January 28, 2011 – Club Italia**

Director Crocco reminded Trustees of the 8<sup>th</sup> Annual Bishop’s Gala being held on January 28, 2011 at Club Italia in Niagara Falls. Trustees were informed that tickets could be purchased through Sherry Morena, Corporate Services & Communications Department.

Trustees were informed that seating arrangements would be emailed to them a couple of days prior to the Gala and that photographs would be taken at 6:15 that evening in the foyer at Club Italia.

**4.4 BEC - 2011 Annual Partners Breakfast - February 11, 2011 - 7:30 - 10:00 a.m.**

Director Crocco presented information on the BEC - 2011 Annual Partners Breakfast – being held February 11, 2011 from 7:30 to 10:00 a.m. A table has been reserved for Trustees and Catholic Education Centre staff. Trustees were asked to confirm their attendance with Linda Marconi by Friday, January 21, 2011.

**4.5 Trustee & Senior Staff Faith Formation Retreat – February 24, 2011**

Director Crocco presented information on the Trustee & Senior Staff Faith Formation Retreat being held February 24, 2011 at 4:00 p.m. with Bishop Gerard Bergie.

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

Director Crocco presented information on the Ontario Catholic Student Leadership Conference 2011 being held in Niagara Falls from March 31 to April 2, 2011

**4.7 OCSTA/OCSBOA Finance Seminar 2011 – April 28, 2011**

Director Crocco presented information on the OCSTA/OCSBOA Finance Seminar 2011 being held April 28, 2011.

**5. Open Question Period**

None Submitted

**E. NOTICES OF MOTION**

**F. BUSINESS IN CAMERA**

Chairperson Burtnik congratulated Rob Ciarlo, Superintendent of Education, on his upcoming retirement.

Moved by Trustee Burkholder

Seconded by Trustee Charbonneau

**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 9:44 p.m. and reconvened at 10:20 p.m.

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

Moved by Trustee MacNeil

Seconded by Trustee Burkholder

**THAT** the Niagara Catholic District School Board report the motions from the In Camera Session of the Board Meeting of January 25, 2011.

**CARRIED**

**SECTION A: STUDENT TRUSTEES PRESENT**

Moved by Trustee Nieuwesteeg

Seconded by Trustee Sicoli

**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 December 21, 2010, as presented.

**CARRIED (Item F1)**

Moved by Trustee Sicoli

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 A: Student Trustees Present of January 18, 2011, as presented.

**CARRIED (Item F2)**

**SECTION B: STUDENT TRUSTEES EXCLUDED**

Moved by Trustee Burkholder

Seconded by Trustee Nieuwesteeg

**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 December 21, 2010, as presented.

**CARRIED (Item F4)**

Moved by Trustee Sicoli

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 January 18, 2011, as presented.

**CARRIED (Item F5)**

Moved by Trustee Nieuwesteeg

Seconded by Trustee O'Leary

**THAT** the Niagara Catholic District School Board approve the recommendation as outlined in Item F8 of the In Camera Agenda.

**CARRIED (Item F8)**

## **H. FUTURE MEETINGS AND EVENTS**

## **I. MOMENT OF SILENT REFLECTION FOR LIFE**

## **J. ADJOURNMENT**

Moved by Trustee Sicoli

Seconded by Trustee Charbonneau

**THAT** the January 25, 2011 meeting of the Niagara Catholic District School Board be adjourned.

**CARRIED**

The meeting was adjourned at 10:20 p.m.

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Minutes of the Meeting of the Niagara Catholic District School Board held on **January 25, 2011.**

Approved on the **22nd** day of **February 2011.**

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Kathy Burtnik  
Chairperson of the Board

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John Crocco  
Director of Education/Secretary -Treasurer