



## MINUTES OF THE BOARD MEETING

**TUESDAY, OCTOBER 22, 2013**

Minutes of the Meeting of the Niagara Catholic District School Board, held on Tuesday, October 22, 2013, 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 Chairperson Burtnik.

2. Roll Call

Chairperson Burtnik noted Trustees and Student Trustees in attendance.

Moved by Trustee MacNeil

Seconded by Trustee Nieuwesteeg

**THAT** the Niagara Catholic District School Board excuse Trustees Fera and Sicoli from attending the Board Meeting of October 22, 2013.

**CARRIED**

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>				
Vincent Atallah	✓			
Dallas McMahon	✓			

The following staff were in attendance:

**John Crocco**, Director of Education; **Yolanda Baldasaro**, **Ted Farrell**, **Lee Ann Forsyth-Sells**, **Frank Iannantuono**, **Mark Lefebvre**, Superintendents of Education; **Scott Whitwell**, Controller of Facilities Services; **Giancarlo Vetrone**, Superintendent of Business & Financial 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 Nieuwesteeg  
Seconded by Trustee Charbonneau

**THAT** the Niagara Catholic District School Board approve the Agenda of the Board Meeting of October 22, 2013, as presented.

**CARRIED**

**4. Disclosure of Interest**

A Disclosure of Interest was declared by Chairperson Burtnik with Item C6.1 of the Public Agenda. This item may show cheques issued to this trustee's family business. She refrained from voting on this item. Chairperson Burtnik also declared a conflict of interest with Item C7.1 of the September 24, 2013 Board Meeting.

**5. Approval of Minutes of the Board Meetings**

**5.1 September 24, 2013**

Moved by Trustee Burkholder  
Seconded by Trustee O'Leary

**THAT** the Niagara Catholic District School Board approve the Minutes of the Board Meeting of September 24, 2013, as presented.

**CARRIED**

**5.2 September 27, 2013**

Moved by Trustee Burkholder  
Seconded by Trustee O'Leary

**THAT** the Niagara Catholic District School Board approve the Minutes of the Special Board Meeting of September 27, 2013, as presented.

**CARRIED**

**B. DELEGATIONS/PRESENTATIONS**

**C. COMMITTEE AND STAFF REPORTS**

**1. School Excellence Program – St. Ann Catholic Elementary School, Fenwick**

Director Crocco provided background information on the monthly School Excellence Program. Lee Ann Forsyth-Sells, Superintendent of Education introduced Amanda Cybula, Principal of St. Ann Catholic Elementary School, Fenwick.

Principal Cybula, with the assistance of students and staff showcased St. Ann Catholic Elementary School as part of the School Excellence Program.

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

**2. Unapproved Minutes of the Committee of the Whole Meeting of October 8, 2013 and Consideration of Recommendations**

Moved by Trustee O'Leary

Seconded by Trustee Nieuwesteeg

**THAT** the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of October 8, 2013, as presented.

**CARRIED**

The following recommendations were presented for the Board's consideration from the Committee of the Whole Meeting of October 8, 2013:

**2.1 Accommodation Review Committee Report for St. Christopher Catholic Elementary School and St. Theresa Catholic Elementary School**

Moved by Trustee O'Leary

Seconded by Trustee Nieuwesteeg

**THAT** the Niagara Catholic District School Board approve that Senior Staff bring the St. Christopher/St. Theresa Catholic Elementary Schools Accommodation Review Committee report to the Committee of the Whole no later than April 2014.

**CARRIED**

**3. Approved Minutes of the Special Education Advisory Committee Meeting of September 4, 2013**

Moved by Trustee Burkholder

Seconded by Trustee MacNeil

**THAT** the Niagara Catholic District School Board receive the Approved Minutes of the Special Education Advisory Committee Meeting of September 4, 2013, as presented for information.

**CARRIED**

**4. Board Improvement Plan for Student Achievement - 2013-2014**

Superintendent Forsyth-Sells presented the Board Improvement Plan for Student Achievement (BIPSA) 2013-2014 which provides direction to schools to support School Improvement Plans which are aligned with the Board Mission Statement, the two Strategic Directions of the Board's Vision 2020 Strategic Plan, Catholic Virtues, the Ontario Catholic School Graduate Expectations, and the educational goals of the Ministry of Education.

**4. International Partnership Agreements**

Director Crocco welcomed Fred Wilson, Supervisor of International Education, who provided Trustees with information on the Board delegation to Asia, which arrived back the night before, October 21, 2013. The delegation consisting of Kathy Burtnik, Chair of the Board; John Crocco, Director of Education; Frank Iannantuono, Superintendent of Education; Mark Lefebvre, Superintendent of Education; and, Mr. Wilson who provided additional information regarding their experiences and the signing of the four (4) Memorandum of Agreements with educational partners in South Korea and China.

**6. Financial Reports**

**6.1 Monthly Banking Transactions**

Moved by Trustee Burkholder  
Seconded by Trustee O'Leary

**THAT** the Niagara Catholic District School Board approve the Monthly Banking Transactions for the month of September 2013, as presented for information.

**CARRIED**

**6.2 Statement of Revenue & Expenditures**

Moved by Trustee Charbonneau  
Seconded by Trustee O'Leary

**THAT** the Niagara Catholic District School Board approve the Statement of Revenue and Expenditures as at September 30, 2013, as presented for information.

**CARRIED**

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

**1. Correspondence**

Nil Report

**2. Report on Trustee Conferences Attended**

Trustee Burkholder and Chairperson Burtnik provided information the CCSTA Seminar they recently attended with the Director of Education, elaborating on the evangelistic teachings presented.

Trustees agreed that the Chairperson send a letter to CCSTA suggesting that their seminar be

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

St. Catharines Elementary & Secondary Family of Schools Attendance Area Ad Hoc Committee

- The next Attendance Area Committee meeting is scheduled for October 23, 2013.
- The next Accommodation Review Committee is scheduled for October 24, 2013.

**4. Trustee Information**

**4.1 Spotlight on Niagara Catholic – October 8, 2013**

Director Crocco highlighted the Spotlight on Niagara Catholic – October 8, 2013 issue for Trustees' information.

#### **4.2 Calendar of Events – November 2013**

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

#### **4.3 Pilgrimage Sunday – October 27, 2013**

Director Crocco provided information about Pilgrimage Sunday taking place October 27, 2013, and invited Trustees to participate in the various walks.

#### **4.4 Annual Trustee Retreat – November 2013**

Director Crocco confirmed that the Annual Trustee Retreat has been scheduled for Tuesday November 26, 2013 at 11:00 a.m. at Mount Carmel in Niagara Falls.

Trustees were asked to confirm their attendance with Sherry Morena, Administrative Assistant, Corporate Services & Communications.

#### **4.5 OCSTA Catholic Trustees' Professional Development Seminar – January 17 & 18, 2014**

Director Crocco presented information on the OCSTA Catholic Trustees' Professional Development Seminar being held in Toronto on January 17 & 18, 2014.

Trustees were asked to confirm their attendance with Sherry Morena, Administrative Assistant, Corporate Services & Communications.

#### **4.6 2014 AGM & Conference Resolutions**

Director Crocco presented the 2014 AGM & Conference Resolutions.

#### **4.7 Good News**

- Scott Whitwell, Controller of Facilities Services, informed Trustees that Niagara Catholic was awarded with the Welland-Pelham Chamber of Commerce 2013 Ruby Award for Greening Niagara — Eco Action Award of Excellence.
- Director Crocco informed the Board that the inaugural Director's Inspiration Award celebration was very successful. Recipients were presented with their award following a Celebration of the Eucharist with Bishop Bergie on October 10, 2013 at St. Alfred Catholic Church, St. Catharines. Trustees were invited to view the photographs of the event on the Board website.
- Director Crocco informed Trustees that Sherry Morena, Recording Secretary/ Administrative Assistant, Corporate Services & Communications, is the successful candidate for the position on Coordinator of Information Management. The position of Administrative Assistant, Corporate Services & Communications has been advertised and will be appointed shortly.

#### **5. Open Question Period**

None Submitted

## **E. NOTICES OF MOTION**

## **F. BUSINESS IN CAMERA**

Moved by Trustee Nieuwesteeg  
Seconded by Trustee O'Leary

**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 9:15 p.m. and reconvened at 10:40 p.m.

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

Moved by Trustee O'Leary  
Seconded by Trustee Burkholder

**THAT** the Niagara Catholic District School Board report the motions from the In Camera Session of the Board Meeting of October 22, 2013.

**CARRIED**

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

Moved by Trustee MacNeil  
Seconded by Trustee Nieuwesteeg

**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 September 24, 2013, as presented.

**CARRIED (Item F1)**

Moved by Trustee MacNeil  
Seconded by Trustee Nieuwesteeg

**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 October 8, 2013, as presented.

**CARRIED (Item F2)**

### **SECTION B: STUDENT TRUSTEES EXCLUDED**

Moved by Trustee Charbonneau  
Seconded by Trustee O'Leary

**THAT** the Niagara Catholic District School Board approve the recommendation as outlined in Item F4.1 of the In Camera Agenda.

**CARRIED (Item F4.1)**

Moved by Trustee Charbonneau  
Seconded by Trustee Burkholder

**THAT** the Niagara Catholic District School Board approve the recommendation as outlined in Item F4.2 of the In Camera Agenda.

**CARRIED (Item F4.2)**

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 September 24, 2013, as presented.

**CARRIED (Item F5.1)**

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 Special Board Meeting - SECTION B: Student Trustees Excluded of September 27, 2013, as presented.

**CARRIED (Item F5.2)**

Moved by Trustee Burkholder

Seconded by Trustee Nieuwesteeg

**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 October 8, 2013, as presented.

**CARRIED (Item F6)**

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

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

### **J. ADJOURNMENT**

Moved by Trustee MacNeil

Seconded by Trustee Nieuwesteeg

**THAT** the October 22, 2013 meeting of the Niagara Catholic District School Board be adjourned.

**CARRIED**

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

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Minutes of the Meeting of the Niagara Catholic District School Board held on **October 22, 2013.**

Approved on **November 26, 2013.**

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Kathy Burtnik  
Chairperson of the Board

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John Crocco  
Director of Education/Secretary-Treasurer