

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 23, 2021**

PUBLIC SESSION

**TOPIC: UNAPPROVED MINUTES OF THE COMMITTEE OF THE
WHOLE MEETING OF NOVEMBER 9, 2021**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of November 9, 2021, as presented.

The following recommendations are being presented for the Board's consideration from the Committee of the Whole Meeting of November 9, 2021;

7.1.1 *Naming Request – Catholic Education Centre Chapel*

THAT the Niagara Catholic District School Board approve the Naming Request – Immaculate Heart of Mary Chapel at the Catholic Education Centre, as presented.



MINUTES OF THE COMMITTEE OF THE WHOLE MEETING TUESDAY, NOVEMBER 9, 2021

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, November 9, 2021 in the Father Kenneth Burns c.s.c. Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 6:30 p.m. by Vice-Chair Moody.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayer was led by Trustee Moody.

2. Roll Call

Vice-Chair Moody noted that Trustees Fera and Sicoli asked to be excused, and Trustee Burtnik joined electronically.

Trustee	Present	Present Electronically	Absent	Excused
Rhianon Burkholder	✓			
Kathy Burtnik		✓		
Frank Fera				✓
Larry Huibers	✓			
Daniel Moody	✓			
Leanne Prince	✓			
Dino Sicoli				✓
Paul Turner	✓			
Student Trustees				
Sydney Yott	✓			
Steffen Zylstra	✓			

The following staff were in attendance:

Camillo Cipriano, Director of Education; **Lee Ann Forsyth-Sells**, **Gino Pizzoferrato**, Superintendents of Education; **Domenic Massi**, **Joseph Zaroda**, Associate Superintendents of Education; **Giancarlo Vetrone**, Superintendent of Business & Financial Services; **Clark Euale**, Controller of Facilities Services; **Anna Pisano**, Recording Secretary/Administrative Assistant, Corporate Services

3. **Approval of the Agenda**

Moved by Trustee Prince

THAT the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of November 9, 2021, as presented.

CARRIED

4. **Declaration of Conflict of Interest**

No Declaration of Conflict of Interest was declared with any items on the Agenda.

5. **Approval of Minutes of the Committee of the Whole Meeting of October 12, 2021**

Moved by Trustee Burkholder

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of October 12, 2021, as presented.

CARRIED

6. **Consent Agenda Items**

Trustee Prince requested Item 6.1 be held. This item was moved to Committee and Staff Reports Section C6 of the agenda.

6.1 **Annual Reports for Catholic School Councils and the Niagara Catholic Parent Involvement Committee 2021-2021**

Moved to section C6

6.2 **Staff Development Department Professional Development Opportunities**

Presented for information.

6.3 **Capital Projects Progress Report Update**

Presented for information.

6.4 **In Camera Items F1 and F3**

Moved by Trustee Prince

THAT the Committee of the Whole adopt consent agenda items.

CARRIED

B. PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

1. Multi Year Strategic Planning Process Update

Director Cipriano provided an update on the Multi Year Strategic Planning Process.

2. Naming Request – Catholic Education Centre Chapel

Director Cipriano presented the Naming Request report for the Catholic Education Centre Chapel.

Moved by Trustee Burtnik

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Naming Request – Immaculate Heart of Mary Chapel at the Catholic Education Centre as presented.

CARRIED

3. Staff Vaccination Attestation Rates Update

Director Cipriano provided an update on the Staff Vaccination Attestation Rates.

Director Cipriano answered questions of Trustees.

4. Facilities Services: State of Infrastructure 2021-2022

Clark Euale, Controller of Facilities Services presented the Facilities Services State of Infrastructure 2021-2022 report for Trustee information.

Controller Euale answered questions of Trustees.

5. Monthly Updates

5.1 Student Trustees' Update

Sydney Yott, and Steffen Zylstra, Student Trustees, presented a brief verbal update on the current activities of the Student Senate.

5.2 Senior Staff Good News Update

Senior Staff highlights included:

Superintendent Pizzoferrato

- ABA Lead Julia Nemcko, Mental Health Lead Andrea Bozza and the Board Chaplaincy Leader Krista Wood participated in the annual When Faith Meets Pedagogy conference. Their workshop entitled *Mental Health, Behaviour and Faith: A Collaborative Approach to Transitioning from Virtual to In-person Learning* was a great way to showcase some of the exceptional partnerships that exists between Niagara Catholic departments as they work together to support all staff in teaching the whole child.

Superintendent Forsyth-Sells

- Staff at St. Alfred Catholic Elementary School have initiated contact with Brock University and Niagara Catholic now has 12 Brock students reading with our

Primary/Junior Students, 9 virtual and 3 in person. Providing individual reading every day with students that need it.

- Through the *Adopt a School Program* from the Indigo Love of Reading Foundation \$4,280.00 was raised to purchase new books for St. Christopher Catholic Elementary School library.
- Our Lady of Fatima in St. Catharines organized a thanksgiving food drive culminating in enough donations to fill two full size F-150 trucks' which were delivered to St. Vincent DePaul and distributed to families.
- Denis Morris Catholic High School Student Services visits to their Family of Schools as well as their Grade 8 Days were positively received. Feedback from the future Reds has been a great sign that the Denis Morris Family of Schools is strong. The grade 8 students received their Denis Morris Student Handbooks and their Spirit Wear t-shirts. The Annual Pilgrimage was held on October 29, 2021 and more than \$10,000.00 have been collected for their partners in Haiti and Guatemala. Denis Morris has embraced the ongoing spirit of Truth and Reconciliation and has recognized Treaties Recognition Week on daily announcements and social media platforms. Plans are also underway for Bullying Awareness and Prevention Week with the Peer Acceptance Club planning daily learning goals, Odd Sock day and a spirit wear activity to enhance the theme of One Kind Word.
- Saint Francis Catholic Secondary School Pilgrimage has raised over \$5,000.00 and still growing to support their friends in Haiti.

Superintendent Zaroda

- Since 2017 Niagara Catholic has received 1,959 winter coats for boys and girls from the Knights of Columbus local councils. This year, the Knight of Columbus, Welland Council has provided 4 boxes of winter coats to St. Mary, Welland, St. Augustine and St. Andrew Catholic Elementary Schools through the leadership of Debbie Ogilvie.

6. Consent Agenda Item A6.1 Annual Reports for Catholic School Councils and the Niagara Catholic Parent Involvement Committee 2020-2021

Trustee Prince acknowledged the hard work of the Catholic School Councils.

D. INFORMATION

1. Trustee Information

1.1 CCSTA Survey re 2022 AGM

Director Cipriano reminded Trustees to complete the CCSTA survey to confirm attendance at the CCSTA AGM scheduled for June 2-4, 2022 by November 30, 2021.

E. OTHER BUSINESS

1. General Discussion to Plan for Future Action

- 1.1 Director Cipriano informed the Board that following the November 24, 2021 Audit Committee meeting a Special Board meeting will be scheduled in order to receive, review and approve the Audit Financial Statements to meet Ministry timelines.

F. BUSINESS IN CAMERA

Addressed in Consent Agenda.

G. REPORT ON THE IN-CAMERA SESSION

Addressed in Consent Agenda.

SECTION A: STUDENT TRUSTEES INCLUDED

Moved by Trustee Prince

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting - In Camera Session (Section A: Student Trustees Included) held on October 12, 2021, as presented.

CARRIED (Item F1)

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee Prince

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting - In Camera Session (Section B: Student Trustees Excluded) held on October 12, 2021, as presented.

CARRIED (Item F3)

H. ADJOURNMENT

Moved by Trustee Turner

THAT the November 9, 2021 Committee of the Whole Meeting be adjourned.

CARRIED

This meeting was adjourned at 7:49 p.m.

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **November 9, 2021.**

Approved on **December 7, 2021.**

Daniel Moody
Vice-Chair of the Board

Camillo Cipriano
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 23, 2021**

PUBLIC SESSION

**TITLE: NAMING REQUEST – CATHOLIC EDUCATION CENTRE
CHAPEL**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Naming Request – Immaculate Heart of Mary Chapel at the Catholic Education Centre, as presented.

Prepared by: Krista Wood, Board Chaplaincy Leader

Presented by: Camillo Cipriano, Director of Education/Secretary-Treasurer

Recommended by: Committee of the Whole

Date: November 23, 2021



REPORT TO THE COMMITTEE OF THE WHOLE NOVEMBER 9, 2021

NAMING REQUEST – CATHOLIC EDUCATION CENTRE CHAPEL

BACKGROUND INFORMATION

The Niagara Catholic District School Board's Catholic Education Centre was built on March 26, 1990 and is the central office for the Board of Trustees, Senior Administration, Human Resources, Finance, Facilities, Program & Innovation, Special Education, Mental Health, and Chaplaincy.

As a Catholic organization we are blessed to have a chapel in the centre of this facility which houses the Blessed Sacrament and welcomes staff and visitors daily for private and communal prayer and worship including monthly celebrations of the Holy Mass.

In accordance with Board Policy 100.15, Naming of a Board Facility, Designated Area or Chapel,

All Chapels in the Niagara Catholic District School Board will be named after the Blessed Trinity, or a name for Christ, or a mystery of his life already accepted in the liturgy, or the name of the Holy Spirit, or a name for the Blessed Virgin Mary, or a name of a holy angel, or the name of a Saint, or the name of a blessed provided the Bishop has given permission.

All requests will be presented to the Family of Schools' Superintendent of Education for consideration. If supported by the Family of Schools' Superintendent of Education, a recommendation will be made to the Director of Education for consideration.

The Director of Education will consult with the Bishop of the Diocese of St. Catharines for endorsement. If supported by the Director of Education and endorsed by the Bishop of the Diocese of St. Catharines, the Director will present the recommendation to the Board of Trustees for consideration.

The Board of Trustees will approve the naming or renaming of a Chapel within a Board facility.

The name of the Chapel within a Board facility will be displayed with an appropriate interior sign or lettering.

A recommendation has been made by the Board Chaplaincy Leader and the Controller of Facilities Services to the Director of Education to name the chapel at the Catholic Education Centre - Immaculate Heart of Mary Chapel. The Director of Education has consulted with the Bishop of the Diocese of St. Catharines and received Bishop Bergie's endorsement of the recommended name for the chapel.

The Immaculate Heart of Mary signifies the great purity and love of the heart of the Blessed Virgin Mary for God. This purity is manifested in her "Yes" to the Father at the Incarnation, her love for, and cooperation with, the Incarnate Son in His redemptive mission, and her docility to the Holy Spirit, enabling her to remain free of the stain of personal sin throughout her life. Mary's Immaculate Heart, therefore, points us to her profound interior life, where she experienced both joys and sorrows, yet remained faithful, as we too are

called to do, entrusted with the great responsibility of educating young people through a Catholic Education rooted in Christ.

We are requesting the chapel at the Catholic Education Centre be named Immaculate Heart of Mary Chapel to honour our Blessed Mother and serve as a reminder to all who visit this chapel of our call to bring the students entrusted to us closer to Jesus, as Mary did for the world.

RECOMMENDATION

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Naming Request – Immaculate Heart of Mary Chapel at the Catholic Education Centre as presented.

Prepared by: Krista Wood, Board Chaplaincy Leader

Presented by: Camillo Cipriano, Director of Education/Secretary-Treasurer

Recommended by: Camillo Cipriano, Director of Education/Secretary-Treasurer

Date: November 9, 2021

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 23, 2021**

PUBLIC SESSION

**TOPIC: UNAPPROVED MINUTES OF THE POLICY COMMITTEE
MEETING OF NOVEMBER 9, 2021**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the Policy Committee Meeting of November 9, 2021, as presented.

The following recommendations are being presented for the Board's consideration from the Policy Committee Meeting of November 9, 2021;

7.2.1 Trustee Expenses and Reimbursement Policy (100.13)

THAT the Niagara Catholic District School Board approve the Trustee Expenses and Reimbursement Policy (100.13), as presented.



MINUTES OF THE POLICY COMMITTEE MEETING

TUESDAY, NOVEMBER 9, 2021

Minutes of the Policy Committee Meeting held on Tuesday, November 9, 2021 at 5:00 p.m. in the Father Kenneth Burns c.s.c. Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 5:00 p.m. by Policy Committee Chair Prince.

1. **Opening Prayer**

The meeting was opened with a prayer by Trustee Huibers

2. **Attendance**

Committee Members	Present	Present Electronically	Absent	Excused
Leanne Prince (Committee Chair)	✓			
Rhianon Burkholder	✓			
Larry Huibers	✓			

Staff:

Camillo Cipriano, Director of Education

Lee Ann Forsyth-Sells, Superintendent of Education

Gino Pizzoferrato, Superintendent of Education

Anna Pisano, Administrative Assistant, Corporate Services/Recording Secretary

3. Approval of Agenda

Moved by Trustee Huibers

THAT the November 9, 2021 Policy Committee Agenda be approved, as presented.

APPROVED

4. Declaration of Conflict of Interest

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

5. Minutes of the Policy Committee Meeting of September 14, 2021

Moved by Trustee Burkholder

THAT the Policy Committee approve the minutes of the Policy Committee Meeting of September 14, 2021, as presented.

APPROVED

6. Governance Policies

ACTION REQUIRED

GOVERNANCE POLICIES - FOR RECOMMENDATION TO THE BOARD

6.1 Naming of a Board Facility, Designate Area or Chapel Policy (100.15)

Following discussion, the Policy Committee recommended the Naming of a Board Facility, Designate Area or Chapel Policy (100.15) be brought back to the January Policy Committee meeting.

6.2 Trustee Expenses and Reimbursement Policy (100.13)

Director Cipriano presented feedback received from the vetting process and highlighted recommended amendments to the Trustee Expenses and Reimbursement Policy (100.13), following the vetting process.

Following discussion, the Policy Committee recommended the following additional amendments:

- No amendment

Moved by Trustee Burkholder

THAT the Policy Committee recommend to the November 2021 Board Meeting to approve the revisions to the Trustee Expenses and Reimbursement Policy (100.13), as presented.

APPROVED

GOVERNANCE POLICIES - PRIOR TO VETTING

6.3 Trustee Honorarium Policy (100.11)

Director Cipriano presented the Trustee Honorarium Policy (100.11).

The Policy Committee suggested the following amendments:

- Paragraph 3 – add “*in accordance with the provisions of Ontario Regulation 357/06 and – will be adjusted each year to take into consideration the changes in enrolment from the previous year*”

The Policy Committee requested that the Trustee Honorarium Policy (100.11), be vetted from November 10, 2021 to December 15, 2021 with a recommended deadline for presentation to the Policy Committee in January 2022, for consideration to the Board in January 2022.

6.4 Supporting Children and Students with Prevalent Medical Conditions Policy (302.1)

Gino Pizzoferrato, Superintendent of Education, presented the Supporting Children and Students with Prevalent Medical Conditions Policy (302.1).

The Policy Committee suggested the following amendments:

- No amendment

The Policy Committee requested that the Supporting Children and Students with Prevalent Medical Conditions Policy (302.1), be vetted from November 10, 2021 to December 15, 2021 with a recommended deadline for presentation to the Policy Committee in January 2022, for consideration to the Board in January 2022.

6.5 Establishment and Cyclical Review of Policies Policy (100.5)

Superintendent Forsyth-Sells presented the Establishment and Cyclical Review of Policies Policy (100.5).

The Policy Committee suggested the following amendments:

- Paragraph 5 – add “*Niagara*”
- Paragraph 6 – reinstate the last sentence

The Policy Committee requested that the Establishment and Cyclical Review of Policies Policy (100.5), be vetted from November 10, 2021 to December 15, 2021 with a recommended deadline for presentation to the Policy Committee in January 2022, for consideration to the Board in January 2022.

INFORMATION

6.6 Governance Policies Currently Being Vetted

- Nil

6.7 Governance Policy Review 2021-2022 Schedule

Director Cipriano presented the Governance Policy Review 2021-2022 Schedule and requested the Privacy Policy be moved to the March Policy Committee meeting.

7. Date of Next Meeting

January 11, 2022

8. Adjournment

The meeting adjourned at 5:55 p.m.

**1TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 23, 2021**

PUBLIC SESSION

**TOPIC: TRUSTEE EXPENSES AND REIMBURSEMENT POLICY
(100.13)**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Trustee Expenses and Reimbursement Policy (100.13), as presented.

Prepared by: Camillo Cipriano, Director of Education/Secretary-Treasurer
Presented by: Camillo Cipriano, Director of Education/Secretary-Treasurer
Recommended by: Policy Committee
Date: November 23, 2021



Niagara Catholic District School Board

TRUSTEE EXPENSE AND REIMBURSEMENT POLICY

STATEMENT OF GOVERNANCE POLICY

100 – Board

Policy No 100.13

Adopted Date: April 26, 2011

Latest Reviewed/Revised Date: December 19, 2017

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board (the “Board”), the Trustee Expense and Reimbursement Policy is in compliance with the Ontario *Education Act*, Regulations, other relevant legislation and the Board’s Mission Statement. The Board is committed to an organizational culture and structure that operates with integrity, compliance and promotes responsibility, excellence, transparency and accountability. It is the responsibility of individual Trustees to submit reasonably related specific expenses incurred in the role and responsibility of Catholic Trustees. The Board is committed to ensuring that all expenses claimed by Trustees are associated with the responsibilities of a Board member in compliance with the Education Act, Regulations and Board Policy and that all expenses support the objectives, responsibilities, the Mission, Vision and Values and maximizes benefits to the Board.

ELIGIBLE EXPENSES

It is the policy of the Niagara Catholic District School Board to reimburse Trustees and Student Trustees for out-of-pocket expenses reasonably incurred in connection with carrying out the responsibilities of a Board member in accordance with the operating procedures outlined in this Policy.

APPROPRIATE APPROVALS

Under the Trustee Expense Guideline issued by the Ministry of Education, the approval of Trustee expense will be approved as follows:

- Claims by Trustees for the reimbursement of expenses require the approval of the Chair of the Board and the Director of Education.
- Claims by the Chair of the Board for the reimbursement of expenses require the approval of the Director of Education and the Superintendent of Business & Financial Services.

WHERE AN EXPENSE CLAIM IS DENIED

When a Trustee's expense claim has not been approved, the Trustee will be informed of the reason in writing by the Chair of the Board and/or the Director of Education.

If the Trustee disagrees with the denial, the Trustee may bring the matter to the next regular meeting of the Board. The Board will determine whether or not the denial is consistent with the terms of the Board Policy and the Trustee Code of Conduct.

CLAIMS FOR TRAVEL TO MEETINGS AND BOARD FUNCTIONS

Travel costs by private automobiles will be reimbursed for actual kilometers travelled on Board sanctioned business. If the Trustee travels to various locations during the day, travel shall be calculated from the previous location to the next location.

Expenses related to travel, such as parking and personal meals, will be reimbursed based on actual expense receipts presented for reimbursement.

Automobile travel and related expenses shall be paid to Trustees at a rate per kilometre approved by the Board for all Board employees, using the [Trustee Reimbursement of Travel Expenses Form](#).

CLAIMS FOR ACCOMMODATION, MEALS

When Trustees travel on Board sanctioned business, they may be reimbursed for costs incurred for accommodation and meals, using the [Trustee Conference, Workshop and Overnight Meetings Form](#).

Accommodation costs shall be reimbursed for reasonable costs incurred and shall not include personal charges.

Meal costs shall be reimbursed for breakfast, lunch and dinner for reasonable amounts and shall not include charges for other people.

Alcohol costs shall not be reimbursed, even when served with meals.

CLAIMS FOR CONFERENCES, WORKSHOPS AND OVERNIGHT MEETINGS

The Board encourages all Trustees to attend Conferences, Workshops and Meetings relating to the role and responsibilities of Catholic Trustees. The Board shall establish an annual budget amount for each Trustee to attend Conferences, Workshops and Overnight Meetings.

Reimbursement of Trustee conference and travel expenses shall require the approval of the Chair of the Board and the Director of Education. All claims for reimbursement of Trustee conference and travel expenses claimed by the Chair of the Board shall require the approval of the Superintendent of Business and Financial Services and the Director of Education.

All claims for Trustee Conference expenses shall be submitted and processed using the [Trustee Conference, Workshop and Overnight Meetings Form](#).

All Trustee Conference expenses shall be claimed during the appropriate budget year and shall not exceed the amount of the Trustee allocation for that budget year.

Unused funds in the individual Trustee allocation for the budget year will not be re-allocated to other Trustees and will not be carried forward to another budget year.

Trustee Conference expenses, which exceed the amount allocated to an individual Trustee, shall be repaid to the Board by the individual Trustee before the end of the following budget year, unless otherwise directed by the Board.

CLAIMS FOR OTHER EXPENSES

Any other extraordinary or unusual expenses that a Trustee feels should be paid by the Board shall be referred to the Chair of the Board and the Director of Education with a written explanation and request for payment. The Chair of the Board and the Director of Education may approve or disapprove of payment.

RECEIPTS AND TIMING OF CLAIMS FOR REIMBURSEMENT

All claims for the reimbursement of Trustee expenses must be accompanied by original receipts and the original bill/invoice providing the details of the expense.

All claims for the reimbursement of Trustee expenses shall generally be submitted on a monthly basis, using the appropriate forms and approvals, within the appropriate budget year.

GIFTS AND DONATIONS

Gifts and donations, by any Trustee, to any groups or individuals will not be reimbursed.

Gifts and donations may only be made on behalf of the Board of Trustees, if approved in advance by the Chair of the Board and the Director of Education.

ADVERTISING AND COMMUNICATIONS

Trustees will not be reimbursed for expenses related to political advocacy.

The cost related to supporting a fundraiser or event for a specific political party is not eligible for reimbursement.

OFFICE EQUIPMENT

It is the Policy of the Niagara Catholic District School Board to provide the Trustees with the following office equipment and services to be used from the beginning to the end of the term of office:

- Home based computer or Laptop computer
- Home based printer
- Allowance for internet service
- Standard office computer software

All equipment will be provided in accordance with current Board standards and shall be maintained in good repair by the computer technicians of the Board.

At the end of the Trustee's term of office, the equipment is to be returned to the Board, unless the Trustee decides to purchase the equipment from the Board.

The purchase of the equipment shall be processed through the office of the Director of Education and shall be processed at the fair market value of the equipment at the end of the term of office of the Trustee.

REPORTING OF APPROVED TRUSTEE EXPENSES

All Trustee expenses for the previous school year will be posted annually on the Board website and reported publicly to the Board before December 31 of the current school year, under the following categories:

- Office equipment
- Office supplies
- Conference and workshops
- Travel for Board business

MISCELLANEOUS

Any overpayment of Trustee expenses will be reimbursed to the Board by the individual Trustee.

All expense reports for each Trustee will remain on the Board website for one year after the expiry of the term of office.

Information pertaining to individual Trustee expenses will be forwarded to the Ministry of Education, as required by the Ministry.

References

- [*Education Act*](#)
- [*Income Tax Act*](#)
- [*Ministry of Finance Broader Public Sector Expenses Directive, April 1, 2011*](#)
- [*Report of the Auditor, December 2005*](#)
- *Niagara Catholic District School Board Policies/Procedures*
 - [*Trustee Code of Conduct Policy \(100.12\)*](#)

Adopted Date:	April 26, 2011
Revision History:	December 19, 2017

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 23, 2021**

PUBLIC SESSION

**TOPIC: APPROVED MINUTES OF THE SPECIAL EDUCATION
ADVISORY COMMITTEE (SEAC) MEETING OF
OCTOBER 6, 2021**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the Approved Minutes of the Special Education Advisory Committee Meeting of October 6, 2021, as presented for information.



NIAGARA CATHOLIC
 DISTRICT SCHOOL BOARD

MINUTES OF THE SPECIAL EDUCATION ADVISORY COMMITTEE MEETING WEDNESDAY, OCTOBER 6, 2021

Minutes of the Meeting of the Special Education Advisory Committee held on **Wednesday, October 6, 2021** at 6:30 pm. Electronic Meeting in Compliance with Education Act Section 207 and Ontario Regulation 463/97 Section 5.1 (2) Public Access Phone Number: 1-647-749-124 (Tolls), Conference ID # 745 739 256

Chair Racine called the meeting to order at 6:32 pm.

A. ROUTINE MATTERS

1. **Land Acknowledgement**

- Co-Chair Zoelman read the Land Acknowledgement.

2. **Opening Prayers**

- Chair Racine read an opening prayer.

3. **Roll Call**

Members	Affiliations	Yes	Excused
Harvey, Dorothy	Niagara Children's Centre	✓	
Kelly, Tara	Pathstone Mental Health		✓
Murphy, Karen	Autism Ontario Niagara Region Chapter	✓	
Palombo, Pina	Down Syndrome Niagara	✓	
Racine, Anna	Community Member	✓	
Smith, Lorraine	Mainstream	✓	
Smith, Rita	Community Living Port Colborne/Wainfleet	✓	
Zoelman, Madeline	Learning Disabilities Association of Niagara Region	✓	
Burtnik, Kathy	• Trustee of the Board		✓
Fera, Frank	• Trustee of the Board	✓	
Huibers, Larry	• Chair of the Board		✓
Butera, Serena	• Student Senate Representative	✓	
Filice, Adele	• Principal, Secondary	✓	
Kerho, Chris	• Principal, Elementary	✓	

Christalla (Chris) Kouroushis was an observer from NCPIC that evening. The following staff members were in attendance: **Gino Pizzoferrato**, Superintendent of Education, **Camillo Cipriano**, Director of Education, **David O'Rourke**, Coordinator of Student Support, and **Jennifer Lanese**, Recording Secretary/Administrative Assistant to Superintendent Pizzoferrato. **Vincent Mancuso**, Behaviour Resource Teacher was excused that evening.

4. **Approval of the Agenda**

- Moved by Dorothy Harvey
- Seconded by Madeline Zoelman

THAT THE Special Education Advisory Committee approves the Agenda of the Special Education Advisory Committee Meeting of **October 6, 2021**.

CARRIED

5. **Declaration of Conflict of Interest**

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

6. **Approval of Minutes of the Special Education Advisory Committee of September 8, 2021.**

- Moved by Karen Murphy
- Seconded by Madeline Zoelman

THAT THE Special Education Advisory Committee approves the Minutes of the Special Education Advisory Committee Meeting of **September 8, 2021**, as presented.

CARRIED

B. PRESENTATION

1. **Reading Intervention Programs – Presented by Tania Barrick, Diane Bishop and Ann Marie Criddle – Program Resource Teachers (PRTs)**

a) Empower™ Reading Update

- Empower™ Reading is an intensive reading program that provides struggling readers with the skills necessary to become successful readers. Empower Reading was developed by researchers at the Hospital for Sick Children (HSC) - Learning Disabilities Research Program. Over the last 25 years, the Hospital for Sick Children has refined the reading program and studied the benefits for children. The reported improvements in reading skills have been excellent for the children participating in this program.
- Niagara Catholic District School Board, along with the Student Support Department, are excited to have the “Grades 2 – 5: Decoding and Spelling” program as part of our problem solving model in the pilot schools this year.
- Frequency, duration and intensity of instruction are critical components for the program. This one year program has a total of 110 lessons that will be delivered to address decoding and spelling skills. This program is delivered for 1 hour of daily withdrawal instruction to small groups of 6-8 students. Identified school staff had received initial training on September 28th and September 29th. Empower™ Mentors from The Hospital for Sick Children will support NCDSB Empower™ staff through the year with observation days

along with two additional days of training. Student selection is targeted at those students with regular attendance, average learner profile with deficits in decoding and spelling skills.

- The Decoding and Spelling Program endeavours to turn a student with little or no word attack skills into a strategic, independent, flexible reader armed with multiple word attack strategies and a dialogue structure with which to guide them through successful application of the strategies. The instruction strives to increase reading skill and to free the reader from decoding obstacles so they can read for meaning, information, and pleasure.
- Students who are selected to be in the Empower™ Program need to have consent provided by the parent or guardians.

b) Lexia Update

- Niagara Catholic is pleased to be implementing Lexia Reading to support students struggling in their reading development. Lexia Reading (Core 5 and PowerUp) is an adaptive blended learning program that accelerates the development of literacy skills for students of all abilities, helping them make that critical shift from learning to read to reading to learn. Students are provided explicit, systematic, personalized learning while targeting literacy skill gaps. Lexia is considered a blended learning tool that also provides teachers with informative data and targeted lessons that aim to close the gap. The core areas of focus are: phonological awareness, phonics, structural analysis, fluency, vocabulary and comprehension. Lexia Reading – Core 5 is intended for use by students in grades 1-5. Lexia Reading - PowerUp is intended for use by students in grades 6-12. Lexia licenses will be distributed to schools through a PRT consultation. Training will be provided to Administration, ERTs and other staff for specific uses in the next couple weeks. Classroom teachers will also have access and will be provided an opportunity to join a session on how to use general resources that can be accessed in Lexia to complement literacy lessons K-12.

C. AGENDA ITEMS

1. Policy Review

- The following Governance Policies are currently being reviewed as part of the [Establishment and Cyclical Review of Policies Policy](#)
 - [Naming of a Board Facility Designated Area or Chapel Policy \(100.15\)](#)
 - [Trustee Expenses and Reimbursement Policy \(100.13\)](#)
- To be considered, all submissions must identify the specific Governance Policy and include your name, phone number, address and affiliation with Niagara Catholic.
- *Anonymous or pseudonymous submissions will be not considered.*

- Please submit your feedback to Jennifer Pellegrini (jennifer.pellegrini@ncdsb.com) on **October 28, 2021, before 12:00 pm.**
- All Committee Members were reminded on the due date for feedback. A copy of the current policies under review were emailed to the Committee Members and also uploaded to the Chat by Jennifer Lanese.
- 1. SEAC Sub Committee Update
 - Updates were presented by the Lead representative from each of the Sub Committees.

D. AGENCY REPORTS

1. Learning Disabilities Association of Niagara Region – Madeline Zoelman

- Fall programs will begin on October 18th with both their math and reading programs are already filled. Spots are still available in their S.O.A.R. and BEST advocacy-based programs.
- They are offering a webinar series for all pertaining to learning disability related topics such as IEPs, IPRCs, and advocacy. Their first webinar will be a panel discussion with scholars, parents, and individuals discussing coping strategies, teaching skills, and general information about learning disabilities and ADHD.
- They are offering a youth support group for youth aged 16-24 who have or suspect that they have a learning disability or ADHD. There are still available spots for youth who meet this criteria.

2. Niagara Children’s Centre – Dorothy Harvey

- NIL Report

3. Autism Ontario Niagara Region – Karen Murphy

- Karen announced that they are moving to MacBain Community Centre (7150 Montrose Road, Niagara Falls) on **November 1, 2021.**
- They will be starting to offer in-person outdoor programs, such as trips to Howell’s Family Pumpkin Farm and Heartland Forest. Families can check their Facebook page for details and registration ([Autism Ontario - Facebook Page](#)).

4. Down Syndrome Niagara – Pina Palombo

- NIL Report

5. Mainstream – Lorraine Smith

- NIL Report

6. Community Living Port Colborne / Wainfleet – Rita Smith

- NIL Report

7. Pathstone Mental Health – Tara Kelly

- NIL Report

E. STAFF REPORTS

1. Elementary Principals – Chris Kerho

- Chris shared news from St. Andrew Catholic Elementary School.
- One of the things that is and has been happening at St. Andrew is the before school reading program. This program engages students struggling in reading twice a week for 6 weeks for a half hour each day. Educational Assistants deliver the program that has been designed by classroom teachers. The program runs before school for 4 days per week and helps to engage EAs and students (2 groups per week).
- In partnership with the Special Olympics Ontario, students at St. Andrew will be participating in the SOO Virtual World Cup from October 18th – October 22nd. Events will be virtual and held within their gym and will be ability appropriate activities and games. The focus is to be physically active and healthy. Let's go Jaguars!!

1. Secondary Principals – Adele Filice

- NIL Report

2. Student Support Coordinators – David O'Rourke

a) *Recognition of Down Syndrome & Learning Disability Awareness Month*

- o The Student Support Department continues to recognize October as the Down Syndrome and Learning Disability awareness month within our schools. Information and websites are shared with school resource teachers. It is worth noting that while October shines a particular light on students with these learning disabilities, every month is an opportunity to recognize the abilities of all students.

b) *SEA Coaching Partnership With LEARNstyle Software*

- o Niagara Catholic has entered into a partnership with LEARNstyle software to provide technology coaching for select students who receive assistive technology through the Special Equipment Amount (SEA) process. Students who are selected for this opportunity will receive 5 - 60 minute sessions (Elementary) with a coach both in-person or virtual. Secondary students will receive 4 - 75 minute sessions.

c) *Relocation of Student Support Department:*

- o The Student Support Department is currently coordinating a move of office space from the Catholic Education Centre (CEC) into 3 separate hubs located within schools throughout the Board. Discipline-based workrooms will be created within some of the vacant space at the CEC. It is hoped that this move will continue to bolster school-based support from the Student Support Department.

F. TRUSTEE REPORTS

- Trustee Fera provided a summary of the MYSP Summit Meeting.
- He expressed his appreciation to the attendees and although it was a long meeting, it was a very productive meeting.
- Co-Chair Zoelman provided a summary of the MYSP Summit Meeting for the group as well.

G. STUDENT REPORT

- The Student Senate has been working diligently to expand on social media initiatives and the launch of a variety of initiatives such as **Lead Out Loud** for the Elementary Senate, as well as the renewal of their **Mental Health Summit**.
- Students across the Board have been diligently participating in extracurricular clubs, sports teams, and working to get back to a new sense of normalcy in and outside of their schools. Student Councils are looking to launch in-school initiatives for upcoming Pilgrimages, Halloween and Colour Wars.

H. NCPIC REPORT

a) **The Niagara Catholic Parent Involvement Committee 2021-2022 Membership**

- o The Niagara Catholic Parent Involvement Committee is seeking to fill available parent/guardian positions on the Niagara Catholic Parent Involvement Committee.
- o Interested parents/guardians are to complete and submit the parent/guardian nomination form available on the Board website no later than **4:00 p.m., on Friday, October 8, 2021** to **Yvonne Anderson** at yvonne.anderson@ncdsb.com.
- o NCPIC will continue to meet on the first Thursday of the month on a bi-monthly basis in-person or electronically. The meeting dates for the 2021-2022 school year are as follows:
 - November 4, 2021 (first meeting of the 2021-2022 membership and commissioning of the NCPIC members.)
 - January 13, 2022
 - March 3, 2022
 - May 5, 2022
 - September 2022 (TBD)

b) **2021-2022 Parent Reaching Out (PRO) Grant**

- o For the 2021-2022 school year, the Niagara Catholic District School Board has received funding from the Ministry to support parent engagement projects.
- o Projects for the 2021-2022 school year are to demonstrate a commitment to respecting the role of parents in students' educational experiences by working with parents or seeking parent input on how schools can improve in at least one of the following areas:
 - addressing social inclusion and racism specifically anti-Asian, anti-Black, and anti-Indigenous racism and other prejudices toward racialized and marginalized groups;
 - creating a safe and welcoming environment;
 - demonstrating respect for parents as valued partners within the education system regarding decisions about their child's education;
 - enhancing communication with teachers; and
 - informing parents about the expectations of the Ontario Curriculum and supporting resources.
- o The NCPIC will discuss a plan for the PRO Grant at the November 4, 2021 meeting.

c) Ontario Association of Parents for Catholic Education (OAPCE)

- The members of the Niagara Catholic Parent Involvement Committee were in support of renewing the OAPCE membership for the 2021-2022 school year.
- The Niagara Catholic Parent Involvement Committee will be confirming a representative from the committee to be a Regional Director at the November 4, 2021 meeting. The Regional Director will participate at OAPCE meetings and will communicate updates to the NCPIC and Catholic School Councils.

We are still appealing for a Committee Member to represent SEAC at the NCPIC meetings.

If you're interested in volunteering, please email Jennifer Lanese (Jennifer.lanese@ncdsb.com).

Yvonne Anderson will be providing the group with an update until a Committee Member volunteers to represent SEAC at NCPIC.

I. NOTICES OF MOTION

MOTION

Moved by Rita Smith

Seconded by Lorraine Smith

THAT the Special Education Advisory Committee presents a motion to share the Draft Parent Survey prepared by the Survey Sub Committee with Senior Administration for their consideration and support to present the survey to the Board of Trustees for distribution to gather feedback on services provided by Niagara Catholic.

CARRIED

J. FUTURE MEETINGS / INFORMATION ITEMS

MYSP Discovery Report Summit Summary – Prepared by Co-Chair Zoelman

- Discussed the three sections of the discovery report which included an environmental scan, internal reality, and stakeholder feedback.
- There were many key themes highlighted in each section and some that spanned across all the data represented.
- Key themes for the sections included:
 - Financial implications of staff absences/supply costs
 - Facilities Costs
 - Municipal growth rates and statistics
 - Slight decline in EQAO/OSSLT scores
 - Indigenous education offerings
 - Need for access to technology and support
 - Declining enrollment
- Key themes overall included:

- Focus on mental health and well-being for staff and students
- Equitable access to resources for all Niagara Catholic students regardless of race, sexual orientation, gender, socio-economic status etc.
- Focus on accepting and welcome all students regardless of the factors listed above (diversity and inclusion)
- Using our faith community to help us stand out
- Also brainstormed mission, vision, and values statements in small groups which centered around key themes such as catholic education, student success/fulfilling potential, respect, acceptance, inclusion, faithfulness, community, and call to serve.

K. MOMENT OF SILENCE / REFLECTION OF LIFE

- Chair Racine offered a moment of silence and reflection.

L. NEXT MEETING

- Wednesday, November 3, 2021 at 6:30 pm – Microsoft Teams Meeting

M. ADJOURNMENT

- Moved by Madeline Zoelman
- Seconded by Serena Butera

**THAT the October 6, 2021 meeting of the Special Education Advisory Committee be adjourned.
CARRIED**

- The meeting was adjourned at 8:15 pm.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 23, 2021**

PUBLIC SESSION

**TITLE: MINUTES OF THE NIAGARA CATHOLIC PARENT
INVOLVEMENT COMMITTEE (NCPIC) MEETING OF
SEPTEMBER 9, 2021**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the Minutes of the Niagara Catholic Parent Involvement Committee (NCPIC) Meeting of September 9, 2021, as presented.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

**MINUTES OF THE
NIAGARA CATHOLIC PARENT INVOLVEMENT COMMITTEE
VIRTUAL INFORMATION MEETING**

SEPTEMBER 9, 2021

Minutes of the Electronic Meeting of the Niagara Catholic Parent Involvement Committee, held on Thursday, September 9, 2021 at 6:30 p.m. Superintendent Forsyth-Sells informed the members that the NCPIC meeting of September 9, 2021 would be recorded.

Co-Chair Kouroushis called the meeting to order at 6:33p.m.

A. ROUTINE MATTERS

1. Land Acknowledgement and Opening Prayer

Fr. Paul MacNeil led the Land Acknowledgment and the opening prayer.

2. Roll Call:

Parent Members	Geographical Area	Present	Excused	Absent
Shonna Daly	Fort Erie/Port Colborne/Wainfleet		√	
Jessica Coutinho	Grimsby/Lincoln/West Lincoln/Pelham	√		
Todd Ulbinas	Grimsby/Lincoln/West Lincoln/Pelham	√		
Mary-Kate O'Hara-Skubel	Merritton/Thorold	√		
Rita Colling	Niagara Falls/Niagara-on-the-Lake	√		
Marilyn Fabiano	Niagara Falls/Niagara-on-the-Lake	√		
Chris Kouroushis	Niagara Falls/Niagara-on-the-Lake	√		
Jitto Tom Uthup	Niagara Falls/Niagara-on-the-Lake		√	
Jeremy Harb	St. Catharines	√		
George Roussos	St. Catharines		√	
Melanie Oakes-Flegg	Welland	√		
Carrie Vernelli	Welland		√	
Shelley Gilbert				
Shelley Gilbert	Society of St. Vincent de Paul	√		
Fr. Paul MacNeil				
Fr. Paul MacNeil	Bishop/Diocesan Representative	√		
Allan Buri				
Allan Buri	Secondary Student Senate Representative	√		
Trustees				
Dino Sicoli				
Dino Sicoli	Trustee	√		
Leanne Prince				
Leanne Prince	Trustee		√	

Regrets: Carrie Vernelli, Shonna Daly, Jitto Tom Uthup, George Roussos, Lou Stranges, Leanne Prince, Josie Rocca

The following staff were in attendance: **Camillo Cipriano**, Director of Education, **Lee Ann Forsyth-Sells**, Superintendent of Education, **Joe Tornabuono**, Elementary Principal, and **Yvonne Anderson**, Recording Secretary/Administrative Assistant to Superintendent Forsyth-Sells.

3. Approval of the Agenda

Moved by: Marilyn Fabiano

THAT the Niagara Catholic Parent Involvement Committee approve the agenda of the Niagara Catholic Parent Involvement Committee Meeting of September 9, 2021 as presented.

CARRIED

4. Declaration of Conflict of Interest

No disclosures of conflict of interest were declared with any items on the agenda.

5. Approval of the Niagara Catholic Parent Involvement Committee Meeting Minutes of May 6, 2021

Moved by: Jeremy Harb

THAT the Niagara Catholic Parent Involvement Committee approve the minutes of the Niagara Catholic Parent Involvement Committee Meeting of May 6, 2021 as presented.

CARRIED

B. PRESENTATION

C. SUBCOMMITTEE REPORTS

1. Faith Formation

- Nil Report

2. Goals/Parent Engagement Events

- Nil Report

D. POLICY FEEDBACK

Co-Chair Kouroushis reported that there are no policies currently being vetted.

E. CHAIR/CO-CHAIR REPORTS

Co-Chair Kouroushis stated that she and Chair Vernelli wanted to take this opportunity on behalf of the current members along with past members of NCPIC to thank Shonna Daly for her many, many years of volunteering and dedication to Niagara Catholic Parent Involvement Committee. "Shonna during this time you have volunteered your time and passion to many meetings, events, along with keeping up your other duties within your children's schools as parent chair. You have always advocated for our children's Catholic education and we thank you. Know that you have made a difference at Niagara Catholic and we thank you from the bottom of our hearts!"

F. REPORT FROM THE DIRECTOR'S DESIGNATE SUPERINTENDENT OF EDUCATION

Superintendent Forsyth-Sells welcomed and thanked the members for their ongoing commitment to parent engagement in the Niagara Catholic District School Board. Director Cipriano also thanked the members for volunteering their time and the important role that they play in Niagara Catholic and that the parent voice in an invaluable asset to the Board.

1. Ministry of Education: [Guide to Reopening Schools for the 2021-2022 School Year](#)

Superintendent Forsyth-Sells reported that the link to view the [Ministry of Education: Guide to Reopening Schools for the 2021-2022 School Year](#) was provided for information.

2. Niagara Catholic: [2021-2022 Reopening and Safety Guide](#)

Superintendent Forsyth-Sells reported that the link to view the [Niagara Catholic Reopening and Safety Guide for the 2021-2022 School Year](#) was provided for information.

Superintendent Forsyth-Sells reported that Niagara Catholic is focused on the health and safety of students and staff as the first priority followings the guidelines from the Government, the Ministry, Niagara Public Health and the Board. Superintendent Forsyth-Sells also stated that Niagara Catholic is very pleased that a high percentage of our students have chosen to return to in-person learning. Superintendent Forsyth-Sells asked for any questions or comments.

- Jeremy Harb inquired if there was going to be a COVID vaccine mandate for eligible students in Niagara Catholic. Superintendent Forsyth-Sells responded that vaccinations for students is not a Ministry of Education mandate, but a Ministry of Health mandate. Superintendent Forsyth-Sells shared that she is aware that several organizations have reached out to the Minister of Education, Lecce asking for vaccinations for students, but it is not a Board decision to mandate vaccinations. Niagara Catholic follows Ministry and Public Health guidelines. The Board is reviewing our statistics of vaccinations for eligible students and we are encouraging vaccinations.
Follow-up inquiry, will Niagara Catholic mandate vaccination of employees of the Board? Superintendent Forsyth-Sells reported that the Ministry of Education has asked school boards across Ontario to collect and provide data on the status of employee vaccinations. Director Cipriano added that all Niagara Catholic staff are required to provide an attestation and proof of being fully vaccinated. If a staff member has not been vaccinated, they are required to complete rapid anti-gen testing twice per week and provide a negative test result twice a week before entering a school or Board facility. The rapid anti-gen tests are provided by the Ministry and there is no cost to any staff.
Follow-up Jeremy Harb, will we be returning to in-person meetings for further NCPIC meetings. Superintendent Forsyth-Sells responded that we would certainly like to return to in-person meetings, but at this time we are bound by the Ministry physical distancing guidelines and that the Board continues to follow Niagara Public Health guidelines for meetings and gatherings. Director Cipriano added that it is our plan and hope to return to in-person meetings. If we cannot accommodate all members we would be happy to implement a hybrid model of some members participating in-person and some participating virtually.

- Trustee Sicoli reported that all Trustees across Ontario are sending letters to the Minister of Education and that Patrick Daly, President of the Ontario Catholic Trustees Association is speaking on behalf of all Trustees caring for the safety and well-being of our students and staff. Further to our advocacy during meetings with you, Ministry of Education staff and others who are in support of the ever growing number of public health experts and medical professions are strongly recommending mandatory COVID-19 vaccinations for all eligible publicly funded school staff, volunteers, bus drivers, trustees and visitors. In addition that the Immunization of the Schools Pupils Act be amended to include COVID-19 as one of the mandatory vaccinations for eligible students along with measles, mumps, diphtheria, polio. Trustee Sicoli reported that Director Cipriano shared a copy of the letter from Patrick Daly sent to the Minister and that he felt that it was a terrific letter and advocacy on behalf of all of our families and parents in the province of Ontario. Trustee Sicoli shared that he hopes that the Minister and the Ford Government will listen.
- Marilyn Fabiano requested clarification on the completion of the COVID Screening from September 7-17 of this month or would this be an ongoing expectation.
- Superintendent Forsyth-Sells responded that September 7-17 was the timeline that was provided by the Ministry of Education and that data would be collected from school boards during this timeline.
- Director Cipriano added that the expectation from the Ministry is that active student screening only take place from September 7- 17, 2021. However, local public health has strongly recommended that active student screening continue beyond the September 17 date. We are seeing more and more that different local public health units have different guidance. In the last week or so, Dr. Hirji, Acting Medical Office from Niagara Public Health provided guidance on elementary schools which is much stricter than the guidance at the Ministry level. Niagara Catholic will follow Niagara Public Health and continue active student screening past the Ministry date. We are hopeful that there will be no glitches. It is a new process for our parents and the Board. It is a screening process that was created by Niagara Catholic to make sure that the data stays private within own servers and systems. We are hopeful that by September 17 that most parents will be used to the process.

3. Ministry of Education: PIC Chairs and School Board Leads, June 8, 2021 Conversation Summary

- Superintendent Forsyth-Sells reported that the summary report of the EDU Parent Involvement Committee and Board Leads Meeting that took place on June 8, 2021 was provided to all members for information.

4. 2021-2022 Parent Reaching Out (PRO) Grant

Superintendent Forsyth-Sells reported for the 2021-2022 school year, the Niagara Catholic District School Board has received \$26,172.96 to support parent engagement projects.

Projects for the 2021-2022 school year are to demonstrate a commitment to respecting the role of parents in students' educational experiences by working with parents or seeking parent input on how schools can improve in at least one of the following areas:

- addressing social inclusion and racism specifically anti-Asian, anti-Black, and anti-Indigenous racism and other prejudices toward racialized and marginalized groups;

- creating a safe and welcoming environment;
- demonstrating respect for parents as valued partners within the education system regarding decisions about their child's education;
- enhancing communication with teachers; and
- informing parents about the expectations of the Ontario Curriculum and supporting resources.

5. 2021-2022 NCPIC Membership

Superintendent Forsyth-Sells reported that today's meeting of September 9, 2021 is the last NCPIC meeting of the 2020-2021 school year and thanked all members for their support and commitment to the Niagara Catholic Parent Involvement Committee. Superintendent Forsyth-Sells extended a special thank you to Shonna Daly for her numerous years of service on the Niagara Catholic Parent Involvement Committee.

Superintendent Forsyth-Sells reported that:

- Community representatives are to complete and submit their application no later than Wednesday, September 15, 2021.
- Parents/Guardians are to complete and submit the parent/guardian nomination form no later than Friday, October 8, 2021

Members coming to an end of their term are encouraged to complete a nomination form for the 2021-2022 school year. For the 2021-2022 the following parent/guardian positions are available.

Fort Erie/Port Colborne/Wainfleet	2 positions
Grimsby/Lincoln/West Lincoln/Pelham	1 position
Niagara Falls/Niagara-on-the-Lake	2 positions
St. Catharines	3 positions
Thorold/Merritton	1 position
Welland	1 position

2021-2022 Meeting dates:

Superintendent Forsyth-Sells reported that the NCPIC will continue to meet on the first Thursday of the month on a bi-monthly basis in-person or electronically. The meeting dates for the 2021-2022 school year are as follows:

- November 4, 2021 (first meeting of the 2021-2022 membership)
- January 13, 2022
- March 3, 2022
- May 5, 2022
- September 2022 (TBD)

6. 2021-2022 OAPCE Membership

Superintendent Forsyth-Sells reported that on July 1, 2021 the Director of Education, Camillo Cipriano received a letter from OAPCE extending an invitation to renew the Niagara Catholic District School Board membership. The membership for the 2021-2022 school year is \$3990.00 (\$70.00 per school).

NCPIC members by consensus were in support of renewing the OAPCE membership. NCPIC funds would support the membership fee. Parent members who are interested in representing Niagara Catholic as the OAPCE Regional Director are to send an email with their intent to Lee Ann Forsyth-Sells no later than Friday, September 17, 2021.

7. NCPIC Financial Report

Superintendent Forsyth-Sells reported on the finances of the NCPIC for 2021-2022.

G. COMMUNITY REPORTS

Society of St. Vincent de Paul-Shelley Gilbert

Shelley Gilbert reported that:

- Volunteers are slowly returning to the soup kitchens, stores and food banks.
- Individual bagged lunches are being handed out at the soup kitchen (approximately 100 per day).
- Society of St. Vincent de Paul is looking for a new manager of the soup kitchen.
- The sea container for Nunavut was sent on September 8, 2021. This year Fr. Daniel wanted food items for his after school program along with school supplies and games to 30 to 40 kids per day after school.
- Thrift stores are open again and accepting donations.
- St. Vincent de Paul was busy over the summer supporting people with groceries and gift cards.

H. SEAC REPORT

Superintendent Forsyth-Sells reported on behalf of SEAC:

- SEAC held their first annual meeting on Wednesday, September 8, 2021.
- Tara Kelly from Pathstone Mental Health is a newly nominated Committee Member due to the recent retirement of Bill Helmeczi after 12 years of service on the SEAC. We welcome Tara to SEAC.
- Superintendent Pizzoferrato provided an overview of the SEAC meeting procedures to the Committee Members highlighting Board By-Laws Policy, Policy No. 100.1 at the SEAC Meeting.
- Superintendent Pizzoferrato would also like to encourage community organizations that are interested in being considered for a seat at the SEAC table, who may not currently hold a seat on the committee at this time, to please visit: www.edu.gov.on.ca/eng/general/elemsec/speced/seac/members.html which discusses SEAC membership and eligibility to serve. If you are interested in becoming a SEAC Committee Member after you have reviewed the membership requirement found in the web link, please contact Jennifer Lanese, Administrative Assistant at jennifer.lanese@ncdsb.com to express your interest or to request addition information.

I. BISHOP/DIOCESAN REPORT-Fr. Paul MacNeil

Fr. Paul MacNeil:

- Catholic churches are currently open and still practising physical distancing.
- Sunday obligation is still modified; however, parishes welcome parishioners to attend in-person.

J. STUDENT SENATE REPORT-Allan Buri

Allan Buri reported that:

- In our final monthly meeting, the 2020-2021 NCDSB Student Senate provided valuable and thoughtful input on the Board's Multi-Year Strategic Plan in the form of interactive discussions and survey questions; similar to the one NCPIC participated in. A predominant theme was student's mental health, seeing schools as hubs for social activity, and creating an environment where *all* students who choose to attend a Niagara Catholic school feel valued.
- The Senate selected two exceptional Niagara Catholic students as recipients of the Student Senate scholarships.
- In our transitional meeting, outgoing student senators and trustee Luca Di Pietro were issued fond farewells, the incoming Senate was initiated and elections were held to determine various positions.
- Allan Buri will be continuing as the Student Senate's representative on the NCPIC.
- The 2021-22 Senate kicks off this September with Sydney Yott and Steffen Zylstra as student trustees.

K. STAFF REPORTS-Joe Tornabuono

Principal Tornabuono, provided elementary school updates for information.

L. TRUSTEE REPORTS-Dino Sicoli

Trustee Sicoli provided his report earlier under the Niagara Catholic Reopening Plan.

M. NEW BUSINESS/AGENDA ITEMS-DISCUSSION FOR FUTURE MEETINGS

Superintendent Forsyth-Sells shared that presentations on Mental Health and Well-Being, Program and Innovation curriculum and curriculum expectations, and Special Education are available and can be arranged for future meetings. Superintendent Forsyth-Sells will commit to a Mental Health and Well-Being presentation for the NCPIC meeting of November 4, 2021.

N. NEXT MEETING: The first meeting of the NCPIC for the 2021-2022 school year will be held on November 4, 2021 at 6:30 p.m.

O. CLOSING PRAYER: Fr. Paul MacNeil led the closing prayer.

P. ADJOURNMENT

Moved by: Jeremy Harb

THAT the September 9, 2021, meeting of the Niagara Catholic Parent Involvement Committee be adjourned.

CARRIED

This meeting was adjourned at 7:31 p.m.
