



*The Niagara Catholic District School Board through  
the charisms of faith, social justice, support and leadership,  
nurtures an enriching Catholic learning community for all  
to reach their full potential and become living witnesses of Christ.*

*AGENDA AND MATERIAL*

## **BOARD MEETING**

**TUESDAY, NOVEMBER 23, 2021  
6:30 P.M.**



*PUBLIC ACCESS LIVE STREAM LINK  
<https://niagaracatholic.ca/meetings-livestream/>*

### **A. ROUTINE MATTERS**

1. Land Acknowledgement – Student Trustee Steffan Zylstra -
2. Opening Prayer – Trustee Prince -
3. Roll Call -
4. Approval of the Agenda -
5. Declaration of Conflict of Interest -
6. Minutes of the Board Meeting of October 26, 2021 A6
7. Consent Agenda Items
  - 7.1 Unapproved Minutes of the Committee of the Whole Meeting of November 9, 2021 and Consideration of Recommendations A7.1
    - 7.1.1 Naming Request – Catholic Education Centre Chapel A7.1.1
  - 7.2 Unapproved Minutes of the Policy Committee Meeting of November 9, 2021 and Consideration of Recommendations A7.2
    - 7.2.1 Trustee Expenses and Reimbursement Policy (100.13) A7.2.1
  - 7.3 Approved Minutes of the Special Education Advisory Committee (SEAC) Meeting of October 6, 2021 A7.3
  - 7.4 Approved Minutes of the Niagara Catholic Parent Involvement Committee (NCPIC) Meeting of September 9, 2021 A7.4
  - 7.5 In-Camera Agenda Items F1, F2, F4, F5, F6, F7 & F10.1 -

### **B. DELEGATIONS/PRESENTATIONS**

### **C. COMMITTEE AND STAFF REPORTS**

1. Indigenous Education – Board Action Plan 2021-2022 – Joseph Zaroda C1
2. Board Meeting Efficiencies – Camillo Cipriano C2
3. Multi-Year Strategic Plan (Mission, Vision, Values Statements) – Camillo Cipriano C3
4. Monsignor Clancy Catholic Elementary School Community Gardens – Camillo Cipriano C4
5. Financial Reports as at October 31, 2021 – Giancarlo Vetrone C5

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

- |  |      |
|--|------|
| 1. Correspondence  | -    |
| 2. Report on Trustee Conferences Attended  | -    |
| 3. General Discussion to Plan for Future Action  | -    |
| 4. Trustee Information   |      |
| 4.1 Calendar of Events – December 2021   | D4.1 |
| 4.2 Annual Faith formation & Luncheon for Priests, Trustees, Principals, Vice-Principals, Administrators and Chaplaincy Leaders – December 9, 2021   | D4.2 |
| 5. Open Question Period  |      |
| <i>(The purpose of the Open Question Period is to allow members of the Catholic school supporting public to ask about items on that night's public agenda or any previous agendas, and the Board to answer and react.)</i> |      |

**E. NOTICES OF MOTION**

1. NOTICE OF MOTION SUBMISSION
2. NOTICE OF MOTION PRESENTATION

**F. BUSINESS IN CAMERA****G. REPORT ON IN CAMERA SESSION****H. FUTURE MEETINGS AND EVENTS****I. MOMENT OF SILENT REFLECTION FOR LIFE****J. ADJOURNMENT**

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

***PUBLIC SESSION***

**TITLE: MINUTES OF THE BOARD MEETING OF  
OCTOBER 26, 2021**

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**RECOMMENDATION**

**THAT the Niagara Catholic District School Board approve the Minutes of the Board Meeting of October 26, 2021, as presented.**



## MINUTES OF THE BOARD MEETING

**TUESDAY, OCTOBER 26, 2021**

Minutes of the Meeting of the Niagara Catholic District School Board, held on Tuesday, October 26, 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 Chair Huibers.

### A. ROUTINE MATTERS

1. **Land Recognition**

Land Recognition statement was delivered by Student Trustee Steffen Zylstra.

2. **Opening Prayer**

Opening Prayers were led by Trustee Huibers.

3. **Roll Call**

Chair Huibers noted that all Trustees and Student Trustees were in attendance.

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

The following staff were in attendance:

**Camillo Cipriano**, Director of Education; **Lee Ann Forsyth-Sells, Kimberly Kinney, 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

4. **Approval of the Agenda**

Moved by Trustee Fera

Seconded by Trustee Burtnik

**THAT** the Niagara Catholic District School Board approve the Agenda of the Board Meeting of October 26, 2021, as amended:

**ADDITION TO THE PUBLIC AGENDA**

ITEM F11.2 moved to a timed item for 7:45 p.m.

**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 Board Meeting of September 28, 2021**

Moved by Trustee Moody

Seconded by Trustee Burkholder

**THAT** the Niagara Catholic District School Board approve the Minutes of the Board Meeting of September 28, 2021, as presented.

**CARRIED**

7. **Consent Agenda Items**

7.1 **Unapproved Minutes of the Committee of the Whole Meeting of October 12, 2021 and Consideration of Recommendations**

**THAT** the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole of October 12, 2021, as presented.

7.2 **Approved Minutes of the Audit Committee Meeting of June 18, 2021**

**THAT** the Niagara Catholic District School Board receive the approved Minutes of the Audit Committee Meeting of June 18, 2021, as presented for information

7.3 **Approved Minutes of the Special Education Advisory Committee (SEAC) Meeting of September 8, 2021**

**THAT** the Niagara Catholic District School Board receive the Approved Minutes of the Special Education Advisory Committee Meeting of September 8, 2021, as presented.

7.4 **In-Camera Items F1, F2, F4, F5, F6, F7 & F8**

Moved by Trustee Prince

Seconded by Trustee Fera

**THAT** the Niagara Catholic District School Board adopt the consent agenda items.

**CARRIED**

## **B. DELEGATIONS/PRESENTATIONS**

## **C. COMMITTEE AND STAFF REPORTS**

### **1. Tier One Behaviour Resource Guide: “Who do you say I am?”**

Gino Pizzoferrato, Superintendent of Education provided background information on the Tier One Behaviour Support resource, and introduced Jim Di Gioia, Anthony Di Toro, Maria Kish, Vince Mancuso and Alfonso Monachino of the Student Support Department.

Mr. Di Gioia, Mr. Di Toro, Ms. Kish, Mr. Mancuso and Mr. Monachino presented the Tier One Behaviour Resource Guide: “Who do you say I am?”

### **2. Special Education Summer Programs**

Superintendent Pizzoferrato provided background information on the Special Education summer Programs and introduced Danny Giancola, Student Support Coordinator.

Mr. Giancola presented the report on the Special Education Summer Programs for Trustee information.

Mr. Giancola answered questions of Trustees.

### **3. 2020-2021 Unaudited Year-End Financial Results**

Giancarlo Vetrone, Superintendent of Business & Financial Services presented the 2020-2021 Unaudited Year-End Financial Results for information.

Superintendent Vetrone answered questions of Trustees.

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

### **1. Correspondence**

Nil

### **2. Report on Trustee Conferences Attended**

Nil Report

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

Nil Report

### **4. Trustee Information**

#### **4.1 Calendar of Events – November 2021**

Director Cipriano highlighted the November 2021 Calendar of Events.

**5. Open Question Period**

None Submitted

**E. NOTICES OF MOTION**

**1. NOTICE OF MOTION SUBMISSION**

None Submitted

**2. NOTICE OF MOTION PRESENTATION**

None Presented

**F. BUSINESS IN CAMERA**

Moved by Trustee Prince

Seconded by Trustee Turner

**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 7:27 p.m. and reconvened at 8:00 p.m.

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

Moved by Trustee Prince

Seconded by Trustee Turner

**THAT** the Niagara Catholic District School Board report the motions from the In Camera Session of the Board Meeting of October 26, 2021.

**CARRIED**

**SECTION A: STUDENT TRUSTEES PRESENT**

Moved by Trustee Prince

Seconded by Trustee Fera

**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 28, 2021, as presented.

**CARRIED (Item F1)**

Moved by Trustee Prince

Seconded by Trustee Fera

**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 12, 2021, as presented.

**CARRIED (Item F2)**

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

Moved by Trustee Prince  
Seconded by Trustee Fera

**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 28, 2021, as presented.

**CARRIED (Item F4)**

Moved by Trustee Prince  
Seconded by Trustee Fera

**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 12, 2021, as presented.

**CARRIED (Item F5)**

The following motions were reported from the In Camera Session of the Board Meeting - SECTION B: Student Trustees Excluded of October 26, 2021:

Moved by Trustee Burtnik  
Seconded by Trustee Moody

**THAT** the Niagara Catholic District School Board approve the motion from the In Camera Session of the Board Meeting – SECTION B: Student Trustees Excluded of F11.1

**CARRIED (Item F11.1)**

Moved by Trustee Burtnik  
Seconded by Trustee Moody

**THAT** the Niagara Catholic District School Board approve the motion from the In Camera Session of the Board Meeting – SECTION B: Student Trustees Excluded of F11.2

**CARRIED (Item F11.2)**

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

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

### **J. ADJOURNMENT**

Moved by Trustee Moody  
Seconded by Trustee Sicoli

**THAT** the October 26, 2021 meeting of the Niagara Catholic District School Board be adjourned.

**CARRIED**

This meeting was adjourned at 8:05 p.m.

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Minutes of the Meeting of the Niagara Catholic District School Board held on **October 26, 2021**.

Approved on **November 23, 2021**.

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Larry Huibers  
Chair of the Board

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Camillo Cipriano  
Director of Education/Secretary -Treasurer

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

***PUBLIC SESSION***

**TITLE: INDIGENOUS EDUCATION - BOARD ACTION PLAN 2021-  
2022**

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The Indigenous Education – Board Action Plan 2021-2022 report is presented for information.

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Prepared by: Joe Zaroda, Associate Superintendent of Education  
Brian Kon, Indigenous Lead  
Marco Magazzeni, Coordinator, Alternative Education, Experiential Learning and Partnerships  
Nicole Pigeau, Indigenous Education Consultant  
Marie Bowering, Indigenous Graduation Coach K-12

Presented by: Joe Zaroda, Associate Superintendent of education  
Brian Kon, Indigenous Lead  
Marco Magazzeni, Coordinator, Alternative Education, Experiential Learning and Partnerships

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

Date: November 23, 2021



## **REPORT TO THE BOARD NOVEMBER 23, 2021**

### **INDIGENOUS EDUCATION – BOARD ACTION PLAN 2021-2022**

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#### **BACKGROUND INFORMATION**

Under the direction of the Ministry of Education, all school boards throughout the Province of Ontario are required to participate as members of a local Indigenous Education Advisory Committee (IEAC). This committee is made up of local school boards within the district, Indigenous community agencies, and post-secondary institutions.

Niagara Catholic District School Board is a member of the Indigenous Education Advisory Committee (IEAC) in the Region of Niagara. This committee supports Indigenous educational learning opportunities for all students throughout the Region and works closely with Indigenous community agencies, Friendship Centre's and Post-secondary institutions.

The committee's membership consists of respective school board Superintendents of Education, Indigenous Leads, Indigenous Education staff, student and parent representatives together with local Indigenous community representation. The Committee meets a minimum of four times per year along with individual sub-committee meetings. All meetings are to guide and support school boards in developing the annual Board Action Plan. The plan has clear annual initiatives which are vetted and supported by our local Indigenous community. All initiatives are financially funded by the Ministry of Education with the expectation of support and participation of our local Indigenous community members. Our annual plan is created with input from our Indigenous community and must be signed with representation of the committee.

**The Niagara Catholic Indigenous Team consists of:** Joseph Zaroda, Associate Superintendent of Education; Brian Kon, Indigenous Lead; Nicole Pigeau, Indigenous Education Consultant; Marie Bowering, Indigenous Graduation Coach; Marco Magazzeni, Coordinator Alternative Education and Indigenous Community Partners

#### **2021-2022 BOARD ACTION PLAN**

##### **SUPPORTING STUDENTS**

1. Initiative: Hire Indigenous Education Consultant
2. Initiative: Hire Indigenous Graduation Coach (IGC)
3. Initiative: Involve IEAC to participate in Board initiatives, Strategic Plan, Board Committees and Board Action Plan
4. Initiative: Connect Indigenous and Non Indigenous students with Community resources

5. Initiative: Develop relationships with all parents/guardians to encourage staff and student participation in cultural activities within their school, across the Board, and/or within the community
6. Initiative: Increase the number of Self-Identified Indigenous students.
7. Initiative: Provide school-based resources connected to grade level curriculum subject areas. Promote cross curricular with Indigenous lens.
8. Initiative: Provide opportunities in partnership with the Indigenous Community Partner Agencies to offer Indigenous Language Program.
9. Initiative: Continued Indigenous Lead Consortium Participation.
10. Initiative: Programming and services for at risk Indigenous youth

#### **SUPPORTING TEACHERS STUDENTS AND FAMILIES**

11. Initiative: Professional and Cultural learning opportunities for staff, students and parents.

#### **ENGAGEMENT AND AWARENESS BUILDING**

12. Initiative: Enhanced social media and website.

The Indigenous Education Board Action Plan 2021-2022 report is presented for information.

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Prepared by: Joe Zaroda, Associate Superintendent of Education  
Brian Kon, Indigenous Lead  
Marco Magazzeni, Coordinator, Alternative Education, Experiential Learning and Partnerships  
Nicole Pigeau, Indigenous Education Consultant  
Marie Bowering, Indigenous Graduation Coach K-12

Presented by: Joe Zaroda, Associate Superintendent of education  
Brian Kon, Indigenous Lead  
Marco Magazzeni, Coordinator, Alternative Education, Experiential Learning and Partnerships

Date: November 23, 2021

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

***PUBLIC SESSION***

**TITLE: BOARD MEETING EFFICIENCIES**

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The Board Meeting Efficiencies report is presented for information.

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

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

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

Date: November 23, 2021



## REPORT TO THE BOARD NOVEMBER 23, 2021

### BOARD MEETING EFFICIENCIES

#### BACKGROUND INFORMATION

At the September 4, 2021, Committee of the Whole (CW) Meeting, it was requested by consensus of the Trustees that the Director of Education conduct a review of the Niagara Catholic District School Board meetings; both Board and Committees of the Whole Board, in order to determine if efficiencies could be found in the work of the Board.

Interviews with provincial experts in School Board governance in addition to a review of 25 District School Boards within Southern Ontario was conducted in the fall. Research on the timing of meetings as well as a deep review of the differing structures of agendas was accomplished in order to determine best practices.

The following information is presented:

#### **Board and Committee of the Whole (CW) Meetings:**

Number of Boards with 2 Board Meetings per month	6
Number of Boards with 1 Board Meeting per month and 1 CW-Meeting 9 per month (Niagara Catholic Model)	11
Number of Boards with 1 Board Meeting per month and CW- Meetings (when necessary)	3
Number of Boards with 1 Board Meeting per month only	3
Number of Boards with 1 Board Meeting per month and 2 CW-Meetings per month	2

#### **Policy Committee Meetings:**

Number of Boards with a Policy Standing Committee	18/25
Number of Boards without a Policy Standing Committee	7/25
Of 18 Board with Policy Committees – Number of Boards with all Trustees on Policy Committee	8/18

The following are considerations for the Board based on this review:

**CONSIDERATIONS:**

- Continue with current structure (Board Meeting / Committee of the Whole Meeting) monthly
- Embedding Policy review within the Committee of the Whole Agenda monthly as a standing item to allow more Trustee input in the review and development of Board Policies. (By-Law Changes would be required)
- Clearly distinguishing Staff Reports as “Information Reports” vs “Action Reports”.
- Indicate allocated times on Board meeting and Committee of the Whole agenda items
- Consent Agenda items should have the following characteristics:
  - Do not require discussion
  - Routine correspondence
  - Are non-actionable

The Board Meeting Efficiencies report is presented for information.

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

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

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

Date: November 23, 2021

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

***PUBLIC SESSION***

**TITLE: MULTI-YEAR STRATEGIC PLAN (MISSION, VISION,  
VALUES STATEMENTS)**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Vision, Mission, Values Statements and Strategic Directions for the school years 2021-2022 until 2025-2026, as presented

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

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

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

Date: November 23, 2021



## REPORT TO THE BOARD NOVEMBER 23, 2021

### MULTI-YEAR STRATEGIC PLAN (MISSION, VISION, VALUES STATEMENTS)

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#### BACKGROUND INFORMATION

##### **Purpose:**

Every school board in Ontario is governed by a board of trustees, which has a legislated requirement to ensure the creation of a multi-year strategic plan (MYSP). The MYSP is a visioning and policy document that sets the direction for the board. It is fundamental to ensuring good governance, to building public trust in boards of trustees, and to ensure the success and wellbeing of every student of the board. According to section 169.1 of Ontario's *Education Act*, each school board is required to create a multi-year plan that spans a minimum of three years to a maximum of five years.

##### **Background Information:**

A strategic plan is a road map that outlines the long-term priorities and goals of an organization. The plan details how these priorities and goals will be achieved by adopting specific strategies, approaches, and methodologies, including methods for ongoing evaluation and measurement of organizational performance. The multi-year strategic planning process is not the plan itself, but rather the process used to develop a new plan.

The strategic planning process is sequential, with each stage building on the learning and outcomes of the one before. The Ministry of Education's 2017 document *Multi-Year Strategic Planning – A Guide for School Board Trustees* outlines four keys phases involved in developing and monitoring the strategic plan.

##### *Phase 1 – Getting Organized*

- Determine whether a third-party facilitator/consultant will be beneficial for any or all components in strategic planning and engage if necessary
- Develop a strategic planning committee
- Review and validate board's mission, vision and value statements – establish if these remain reflective of the board's beliefs and needs
- Define timelines for developing the MYSP

##### *Phase 2 – Gathering Information: Collecting Data and Engaging Key Stakeholders*

- Gather data on external operating environment
- Gather data on school board's internal environment
- Identify emerging issues, trends, challenges
- Stakeholder engagement:
  1. Identify board stakeholders

2. Decide on the right approach to engagement
3. Conduct engagements
4. Analyze the findings

#### *Phase 3 – Setting Strategic Direction: Developing the MYSP*

- Define the board’s mission, vision and values, if necessary
- Determine the length of the new strategic plan (3 – 5 years)
- Draft strategic priorities
- Build corresponding strategic goals to each priority – the objectives that the board plans to achieve over the course of the strategic plan.
- Identify goal champions and their responsibilities
- Develop an evaluation framework – “*How will we know that we are succeeding?*”
  - Establish outcome statements for each goal
  - Assign realistic targets to each goal (short, medium, long)
  - Define the monitoring and reporting structure for each goal
- Draft MYSP and review with Board of Trustees for approval
- Develop and carry out communications plan to launch strategic plan

#### *Phase 4 – Implementing the MYSP and Monitoring Progress*

- Develop annual board operational plan that identifies key initiatives to forward MYSP
- Align MYSP with board improvement plans and school-level plans
- Develop and approve annual operating budget to support MYSP
- Align department plans to MYSP and annual operating plan
- Monitor performance on strategic priorities and goals and initiatives on a regular basis
- Report regularly to the Board of Trustees on the MYSP
- Annually review MYSP to measure success and maintain focus on the board’s strategic direction
- Annually communicate to stakeholders on the promotion of the MYSP and reporting on achievements and progress made

#### **Conclusion:**

Niagara Catholic began its MSYP planning process in January 2021 and has now completed phases 1-3 of the Ministry Guide to Strategic Planning. Working with the Centre for Organizational Effectiveness, the Niagara Catholic District School Board undertook an extensive review of internal and external data, engaging with all stakeholder groups through online surveys and small focus groups. In total, 1,429 stakeholders responded to surveys regarding current and future challenges and opportunities to the Niagara Catholic District School Board. Surveys were completed by students, parents, staff, parish partners and other community members. The Centre for Organizational Effectiveness also managed focus group sessions with our stakeholder groups throughout the spring, leading the participants through a series of probing questions. The following were the participants and groups involved:

Focus Groups:

<b>Session</b>	
Niagara Catholic Parent Involvement Committee (NCPIC)	18
Student leaders	20
Equity Committee	17
Catholic School Council (CSC) session	8
Principals	86
Catholic Education Centre (CEC) staff	89
Special Education Advisory Council (SEAC)	15
Trustees	7
Union Leaders	18
Indigenous Committee	8
<b>Total # of groups participants</b>	<b>286</b>

From the internal and external data that was collected in the spring, a 113-page Discovery Report was created as a collation of information gathered through the surveys, focus groups and board and regional data. In October, 51 participants, representing each of the focus groups were invited to a Multi-Year Strategic Planning Summit. At the Summit, participants were asked to review the Report and provide input to the Board on a new Mission, Vision, Values and Strategic Priorities.

The work from the Summit was presented to the Board of Trustees and through several Strategy Formulation working sessions, the attached Draft Mission, Vision, Values and Strategic Priorities were developed. (Appendix A)

**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Vision, Mission, Values Statements and Strategic Directions for the school years 2021-2022 until 2025-2026, as presented.

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

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

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

Date: November 23, 2021



## Strategic Plan 2022 – 2027

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### Vision

Encountering souls and opening minds so that all students succeed

### Mission

We are a Christ-centred Catholic faith community that celebrates diversity and fosters spiritual growth, inspiring all to reach their full potential in mind, body and spirit

### Values

#### **Integrity**

We act in a manner that is consistent with Gospel values

#### **Faithfulness**

We are nourished by our Catholic faith through the Word, Spirit and Prayer

#### **Justice**

We are committed to equity, works of social action, and the celebration of diversity

#### **Compassion**

We practice forgiveness, generosity, kindness, humility and service  
in our interactions with others

#### **Stewardship**

We care and act respectfully and responsibly for all God's creation

#### **Accountability**

We take ownership for the impact and consequences of actions and decisions

#### **Community**

We foster connections where all belong and work collaboratively with our partners

## Strategic Directions

### **Advance student achievement for all students**

- Focus on student success promoting and supporting all pathways for student achievement
- Support students' mental health & wellness
- Prepare students in global competencies

### **Celebrate the richness of our Catholic faith and our holistic values-based Catholic education**

- Anchor our work in the Gospel as lived in the person of Jesus Christ
- Prepare our students to live out the Ontario Catholic School Graduate Expectations
- Appreciate and highlight faith-based role models putting a 'face to our faith'

### **Foster inclusive, equitable and safe school communities where all are welcomed and 'called by name'**

- Strengthen and promote opportunities for student voice
- Advance Indigenous Education guided by the Truth & Reconciliation recommendations and the local Indigenous community
- Develop and honour a culture of respect, acceptance and belonging
- Prioritize a diverse workforce that reflects our communities

### **Manage our resources effectively to build a sustainable Catholic School Board in the Niagara Region**

- Design opportunities to address changing enrollment
- Optimize our facilities through responsible stewardship and engage in environmental sustainability

### **Foster authentic enduring relationships with all our staff to strengthen our work with students**

- Facilitate positive employee engagement, faith formation, and community belonging
- Create opportunities to promote staff health and wellness
- Invest in staff learning opportunities and leadership development

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

***PUBLIC SESSION***

**TITLE: MONSIGNOR CLANCY CATHOLIC ELEMENTARY  
SCHOOL COMMUNITY GARDENS**

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The Monsignor Clancy Catholic Elementary School Community Gardens report is  
presented for information.

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

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

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

Date: November 23, 2021



## **REPORT TO THE BOARD NOVEMBER 23, 2021**

### **MONSIGNOR CLANCY CATHOLIC ELEMENTARY SCHOOL COMMUNITY GARDENS**

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#### **BACKGROUND INFORMATION**

The Niagara Catholic District School Board enjoys many partnerships with communities and municipalities within the region, and works with several town and city staff on collaborative projects.

A recent example of this partnership is with the City of Thorold in our joint planning for a Community Garden Initiative at Monsignor Clancy Catholic Elementary School.

City staff and Niagara Catholic District School Board Staff have been engaged in planning meetings this fall to discuss the opportunity to implement a Community Garden; the first ever in the City of Thorold. This project would be located on school property (corner of Collier Rd and Sullivan Ave) – the former school tennis courts.

The project, financed through the city, would allow the Monsignor Clancy school community to enjoy the Garden, utilizing the space for outdoor learning and spiritual reflection during school hours and be utilized by the community during off school hours.

The City of Thorold Strategic Plan has, as one of its priorities, a goal to create safe, attractive accessible places for all residents of the community. This plan aligns with that priority and as such, at a meeting of Thorold Council held on November 2, 2021, council approved the recommendation to “submit a formal request to the Niagara Catholic District School Board to participate in a Community Garden pilot project on the Monsignor Clancy Elementary School Site.”

The Niagara Catholic District School Board senior staff supports this partnership and will be undertaking further plans in the coming months to plan, implement and support this project.

Appendix A – Letter from City of Thorold

The Monsignor Clancy Catholic Elementary School Community Gardens report is presented for information.

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

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

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

Date: November 23, 2021



November 5, 2021

Niagara Catholic District School Board  
427 Rice Road  
Welland, ON  
L3C 7C1

Attention: Mr. Camillo Cipriano  
Director of Education

Dear Mr. Cipriano:

**Re: Community Garden Initiative – Monsignor Clancy Elementary School**

The City of Thorold Council, at its meeting held on November 2<sup>nd</sup>, 2021 approved the recommendations outlined in report PWCS2021-93 (see attached) to submit a formal request to the Niagara Catholic District School Board to participate in a Community Garden pilot project on the Monsignor Clancy Elementary School site.

We are hoping that you might be able to present this request to the Board for their consideration, at its earliest convenience, so that we can take the appropriate next steps to work out any details, conditions, risk assessments and costs related to this undertaking in a timely manner.

Thanks again for the time that you and NCDSB representatives have shared to advance the discussion to this stage and I look forward to your response.

Sincerely,

Geoff Holman  
Director Public Works and Community Services

cc: Manoj Dilwaria, Chief Administrative Officer  
Joanne Hyde, City Clerk

Attachment – PWCS2021-93

**City of Thorold**

**P.O. Box 1044, 3540 Schmon Parkway, Thorold, Ontario L2V 4A7**

[www.thorold.ca](http://www.thorold.ca)

**Tel: 905-227-6613**

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

***PUBLIC SESSION***

**TITLE: FINANCIAL REPORTS AS AT OCTOBER 31, 2021**

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The financial reports as at October 31, 2021 is presented for information.

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Prepared by: Giancarlo Vetrone, Superintendent of Business and Financial Services  
Rosa Rocca, Financial Controller of Business and Financial Services

Presented by: Giancarlo Vetrone, Superintendent of Business and Financial Services

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

Date: November 23, 2021



**REPORT TO THE BOARD  
NOVEMBER 28, 2021**

**FINANCIAL REPORT AS AT OCTOBER 31, 2021**

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The following information is attached for the review of the Trustees:

- APPENDIX A** INTERIM FINANCIAL REPORT OCTOBER 31, 2021
- APPENDIX B** FORECASTED EXPENDITURE SUMMARY OCTOBER 31, 2021
- APPENDIX C** SUMMARY OF FTE CHANGES FROM ORIGINAL ESTIMATES

The financial reports as at October 31, 2021 is presented for information.

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Prepared by: Giancarlo Vetrone, Superintendent of Business and Financial Services  
Rosa Rocca, Controller of Business and Financial Services

Presented by: Giancarlo Vetrone, Superintendent of Business and Financial Services

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

Date: November 23, 2021

**Niagara Catholic DSB  
2021-22 Interim Financial Report**

**For the Month Ending October 31, 2021**

**Summary of Financial Results**

(\$Thousands)	Estimates	Forecast	In-Year Change	
			\$	%
<b>Revenue</b>				
Operating Grants	221,717	224,305	2,588	1.2%
Capital Grants	31,208	31,329	121	0.4%
Other	20,553	20,751	198	1.0%
<b>Total Revenue</b>	<b>273,478</b>	<b>276,385</b>	<b>2,907</b>	<b>1.1%</b>
<b>Expenditures</b>				
Classroom	204,793	209,944	5,151	2.5%
Other Operating	8,001	8,913	912	11.4%
Transportation	11,895	11,896	1	0.0%
Pupil Accomodation	39,561	38,591	(970)	(2.5%)
Other	4,485	4,485	-	0.0%
PSAB Adjustments	6,774	6,774	-	0.0%
<b>Total Expenditures</b>	<b>275,509</b>	<b>280,603</b>	<b>5,094</b>	<b>1.8%</b>
<b>In-Year Surplus (Deficit)</b>	<b>(2,031)</b>	<b>(4,218)</b>	<b>(2,187)</b>	<b>#DIV/0!</b>
Prior Year Accumulated Surplus (Deficit)	14,751	14,751	-	0.0%
<b>Accumulated Surplus (Deficit) for Compliance</b>	<b>12,720</b>	<b>10,533</b>	<b>(2,187)</b>	<b>(14.8%)</b>

**Changes in Revenue**

- Adjusted for additional enrolment for both elementary and secondary panel.

**Change in Expenditures**

- Additional 70.0 FTE since original estimates.

**Change in Reserve**

- Accumulated Surplus for compliance is estimated to decrease to \$10.5M

**Change in Surplus/Deficit**

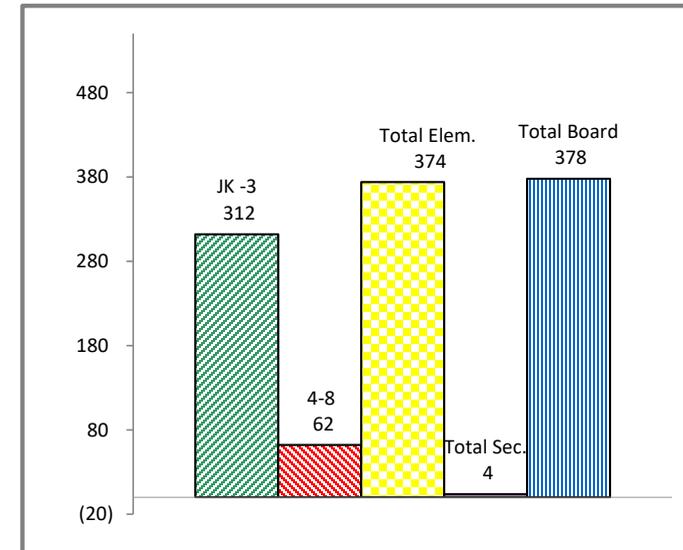
- The forecasted deficit for 2021-2022 is projected to be approximately \$4.2M.

**Summary of Enrolment**

ADE	Revised Estimates	Forecast	In-Year Change	
			#	%
<b>Elementary</b>				
JK -3	6,390	6,702	312	4.9%
4-8	7,382	7,444	62	0.8%
<b>Total Elementary</b>	<b>13,772</b>	<b>14,146</b>	<b>374</b>	<b>2.7%</b>
<b>Secondary &lt;21</b>				
Pupils of the Board	6,192	6,169	(23)	-0.4%
Other Pupils	22	49	27	121.6%
<b>Total Secondary</b>	<b>6,214</b>	<b>6,218</b>	<b>4</b>	<b>0.1%</b>
<b>Total</b>	<b>19,986</b>	<b>20,364</b>	<b>378</b>	<b>1.9%</b>

*Note: Forecast will be based on October 31st count date*

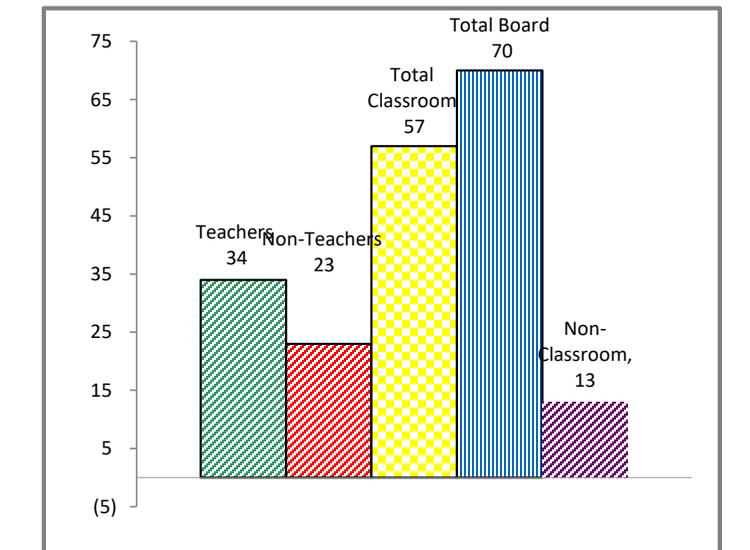
**Changes in Enrolment: Budget v. Forecast**



**Summary of Staffing**

FTE	Revised Estimates	Forecast	In-Year Change	
			#	%
<b>Classroom</b>				
Teachers	1,223	1,257	34	2.8%
Non-Teachers	710	733	23	3.2%
<b>Total Classroom</b>	<b>1,933</b>	<b>1,990</b>	<b>57</b>	<b>2.9%</b>
<b>Non-Classroom</b>	<b>243</b>	<b>256</b>	<b>13</b>	<b>5.3%</b>
<b>Total</b>	<b>2,176</b>	<b>2,246</b>	<b>70</b>	<b>3.2%</b>

**Changes in Staffing: Budget v. Forecast**



**Niagara Catholic DSB**  
**Interim Financial Report**  
**For the Month Ending October 31, 2021**  
**(\$ thousands)**

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	2020-21			Budget Assessment			
	Rev Estimates	Financial Statements (August 2020)	Variance	a	b	c = b - a	d = c/a
				Estimates	Forecast	Change \$ Increase (Decrease)	Change % Increase (Decrease)
<b>OPERATING</b>							
<b>Classroom Instruction</b>							
Teachers	138,118	136,210	(1.4%)	132,304	136,798	4,494	3.4%
Supply Teachers	6,724	8,453	25.7%	6,517	7,000	483	7.4%
Teacher Assistants and ECEs	23,564	23,294	(1.1%)	22,478	22,091	(387)	(1.7%)
Classroom Computers	888	1,187	33.7%	854	854	-	0.0%
Textbooks and Supplies	4,792	5,427	13.3%	4,898	4,922	24	0.5%
Professionals and Paraprofessionals	8,657	8,264	(4.5%)	9,166	9,216	50	0.5%
Library and Guidance	4,473	4,247	(5.1%)	4,076	4,075	(1)	(0.0%)
Staff Development	595	129	(78.3%)	499	499	-	0.0%
Department Heads	329	321	(2.4%)	329	330	1	0.3%
Principal and Vice-Principals	10,884	10,841	(0.4%)	10,091	10,951	860	8.5%
School Office	6,038	5,689	(5.8%)	6,292	6,077	(215)	(3.4%)
Co-ordinators and Consultants	2,666	2,268	(14.9%)	2,438	2,300	(138)	(5.7%)
Continuing Education	4,016	3,866	(3.7%)	4,851	4,831	(20)	(0.4%)
<b>Total Instruction</b>	<b>211,744</b>	<b>210,196</b>	<b>-0.7%</b>	<b>204,793</b>	<b>209,944</b>	<b>5,151</b>	<b>2.5%</b>
<b>Administration</b>							
Trustees	264	234	(11.4%)	265	255	(10)	(3.8%)
Director/Supervisory Officers	1,190	1,189	(0.1%)	1,262	1,593	331	26.2%
Board Administration	6,261	6,861	9.6%	6,474	7,065	591	9.1%
<b>Total Administration</b>	<b>7,715</b>	<b>8,284</b>	<b>7.4%</b>	<b>8,001</b>	<b>8,913</b>	<b>912</b>	<b>11.4%</b>
<b>Transportation</b>	<b>11,417</b>	<b>10,753</b>	<b>(5.8%)</b>	<b>11,895</b>	<b>11,896</b>	<b>11,896</b>	<b>100.0%</b>
<b>Pupil Accomodation</b>							
School Operations and Maintenance	23,342	24,140	3.4%	23,703	22,733	(970)	(4.1%)
School Renewal	706	885	25.4%	713	713	-	0.0%
Other Pupil Accomodation	3,037	2,415	(20.5%)	2,258	2,258	-	0.0%
Amortization and Write-downs	13,364	13,860	3.7%	12,887	12,887	-	0.0%
<b>Total Pupil Accomodation</b>	<b>40,449</b>	<b>41,300</b>	<b>2.1%</b>	<b>39,561</b>	<b>38,591</b>	<b>(970)</b>	<b>(2.5%)</b>
<b>Other</b>							
School Generated Funds -Expenditures	4,366	1,909	-56.3%	4,368	4,368	-	0.0%
Loss on disposal of assets	117	117	0.0%	117	117	-	0.0%
<b>Total Other Expenditures</b>	<b>4,483</b>	<b>2,026</b>	<b>-54.8%</b>	<b>4,485</b>	<b>4,485</b>	<b>-</b>	<b>0.0%</b>
<b>TOTAL EXPENDITURES</b>	<b>275,808</b>	<b>272,559</b>	<b>-1.2%</b>	<b>268,735</b>	<b>273,829</b>	<b>5,094</b>	<b>1.9%</b>
<b>PSAB Adjustments</b>	<b>10,372</b>	<b>758</b>		<b>6,774</b>	<b>6,774</b>		
	<b>286,180</b>	<b>273,317</b>		<b>275,509</b>	<b>280,603</b>		

## SUMMARY OF FTE CHANGE FROM 2021-2022 ORIGINAL ESTIMATES

	Original Estimates	Forecasted Estimates	Variance Details
Administration and Other Support	3.0	6.0	3.0 Communications Specialist (1.0), Risk Privacy Administrator (1.0), Temporary Contract Privacy(1.0)
Classroom Instruction	1,582.3	1,628.0	45.7 Early Childhood Educators (3), E.A. (3), Classroom Teachers (34), E.R.T (3)
Computer & Other Technical Support Services	27.0	28.0	1.0 Computer Technician (1.0)
Director's Office	6.0	8.0	2.0 Administrative Assistants (2.0)
Finance	8.0	8.0	0.0
Governance / Trustees	10.0	10.0	0.0
Guidance Services	17.5	17.5	0.0
Human Resources Administration	17.0	17.0	0.0
Information Technology Administration	4.0	5.0	1.0 Certified Microsoft System Analyst (1.0)
Library Services	36.0	36.0	0.0
Operations & Maintenance	3.0	3.0	0.0
Payroll Administration	5.0	5.0	0.0
Purchasing and Procurement	3.0	3.0	0.0
School Mgmt / School Services	163.0	168.0	5.0 Principal/Vice Principal (5.0)
School Operations	163.7	169.7	6.0 Caretaker (6.0)
School Operations and Maintenance	21.0	21.0	0.0
Senior Administration	6.0	8.0	2.0 Associate Superintendents (2)
Staff Development	0.0	0.0	0.0
Student Support Services	73.0	78.0	5.0 A.B.A (1.0), Child and Youth Workers (4.0)
Teacher Support Services	27.1	27.1	0.0
<b>TOTAL FTE</b>	<b>2,175.6</b>	<b>2,246.3</b>	<b>70.7</b>

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

***PUBLIC SESSION***

**TITLE: TRUSTEE INFORMATION  
CALENDAR OF EVENTS – DECEMBER 2021**

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# DECEMBER 2021

SUN	MON	TUE	WED	THU	FRI	SAT
			1 SEAC Meeting	2	3	4
5	6	7 Organizational Meeting of the Board Committee of the Whole Meeting	8	9	10	11
12	13	14 SAL Meeting	15	16	17	18
19	20	21 Board Meeting	22	23	24	25 Merry Christmas!
26	27	28	29	30	31	

Christmas Break December 24, 2021—January 7, 2022