

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
DECEMBER 21, 2021**

***PUBLIC SESSION***

**TOPIC: UNAPPROVED MINUTES OF THE COMMITTEE OF THE  
WHOLE MEETING OF DECEMBER 7, 2021**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of December 7, 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 Revised Estimates 2021-2022**

**THAT** the Niagara Catholic District School Board approve the Report on the Revised Estimates for the year 2021-2022, as presented.



## MINUTES OF THE COMMITTEE OF THE WHOLE MEETING TUESDAY, DECEMBER 7, 2021

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, December 7, 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 6:46 p.m. by Vice-Chair Moody.

### A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayer was led by Trustee Turner

2. Roll Call

Vice-Chair Moody noted that Student Trustee Yott joined electronically.

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

**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 December 7, 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 November 9, 2021**

Moved by Trustee Prince

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

**CARRIED**

**6. Consent Agenda Items**

Trustee Burtnik requested Item 6.2 be held. This item was moved to Committee and Staff Reports Section C4 of the agenda.

**6.1 Staff Development Department Professional Development Opportunities**

Presented for information.

**6.2 Capital Projects Progress Report Update**

Moved to Section C4

**6.3 Extended Overnight Field Trip, Excursion and Exchange Committee**

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**

### **1. Christmas Cards 2021**

Kimberly Kinney, Superintendent of Education, present the report on Christmas Cards 2021. She noted that all schools throughout Niagara Catholic were invited to submit artwork designed by their students in order to create the 2021 Niagara Catholic Christmas Cards.

The students whose artwork was selected for the Board's Christmas cards were sent an Excellence in the Arts pin as well as a plaqued picture of their artwork.

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

### **1. Niagara Catholic District School Board Graduation Rates as of August 31, 2020**

Lee Ann Forsyth-Sells, Superintendent of Education provided background information on the Niagara Catholic District School Board Graduation Rates as of August 31, 2020 and introduced Christine Battagli, Consultant for Research, Assessment, Evaluation and Reporting.

Ms. Battagli presented the Graduation Rates as of Augusts 31, 2020 report for Trustee information.

Superintendent Forsyth-Sells answered questions of Trustees.

### **2. Revised Estimates 2021-2022**

Giancarlo Vetrone, Superintendent of Business & Financial Services presented to Revised Estimates 2021-2022.

Superintendent Vetrone answered questions of Trustees.

Moved by Trustee Fera

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Report on the Revised Estimates for the year 2021-2022, as presented.

**CARRIED**

### **3. Monthly Updates**

#### **3.1 Student Trustees' Update**

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

#### **3.2 Senior Staff Good News Update**

Senior Staff highlights included:

##### **Controller Euale**

- Niagara Catholic has had a long standing relationship with the Knights of Columbus and have partnered on a number of very success initiatives over the years. One of these is the Coats for Kids initiative. The program has generously provided approximately 1,048 coats to families and students in need since 2017, including 108 this year alone. Through the generosity of the Knights of Columbus, hundreds of students and families throughout Niagara Catholic have been able to enjoy outdoor

activities each winter, both at home and at school. On behalf of Niagara Catholic and the many families and students who have received coats through the Coats for Kids Program, we sincerely thank the Knights of Columbus for their ongoing support, kindness and generosity throughout the years. We look forward to continuing this important and much needed initiative.

4. **Consent Agenda Item A6.2 Capital Projects Progress Report Update**

Clark Euale, Controller of Facilities Services highlighted the new format for the Capital Projects Progress Report.

**D. INFORMATION**

1. **Trustee Information**

Nil

**E. OTHER BUSINESS**

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

Nil

**F. BUSINESS IN CAMERA**

Nil

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

Nil

**H. ADJOURNMENT**

Moved by Trustee Prince

**THAT** the December 7, 2021 Committee of the Whole Meeting be adjourned.

**CARRIED**

This meeting was adjourned at 8:06 p.m.

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Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **December 7, 2021.**

Approved on **January 11, 2022.**

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Daniel Moody  
Vice-Chair of the Board

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Camillo Cipriano  
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
DECEMBER 21, 2021**

***PUBLIC SESSION***

**TITLE: REVISED ESTIMATES FOR THE YEAR 2021-2022**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Report on the Revised Estimates for the year 2021-2022, as presented.

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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  
Rosa Rocca, Controller of Business and Financial Services

Recommended by: Committee of the Whole

Date: December 21, 2021



## COMMITTEE OF THE WHOLE DECEMBER 7, 2021

### REVISED ESTIMATES FOR THE YEAR 2021-2022

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The Ministry of Education requires that Ontario publicly funded school boards file the Revised Estimates annually by December 15. While the Ministry of Education does not require school boards to approve the Revised Estimates in December, the practice at Niagara Catholic District School Board is to seek board approval before submission.

The Revised Estimates reporting cycle allows the board an opportunity to update Original Estimates filed in June by incorporating current, October 31 enrolment data and a number of months of financial activity into the estimates. This update also provides the Ministry with an updated projection of our Boards' financial positions compared to initial financial projections. This school year has presented many challenges and the health and safety of our staff and students has been paramount.

The Revised Estimates are an estimate only, and changes can and will happen between the time that Revised Estimates are submitted and the year-end is audited. In June 2021, the Board approved the 2020-2021 Original Estimate authorizing in-year expenses totaling xxx million. Funding of the expenses was provided through in-year grants and other revenues totaling xxx million.

Niagara Catholic's 2021-2022 Revised Estimates provide for expenses of \$277.5M, revenues of \$274.4M resulting in a projected operating deficit of approximately \$3.0M. This deficit position does not exceed the ministry allowable compliance deficit of 2% and no approval by the Ministry of Education will be needed to complete this submission.

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

- APPENDIX A Revised Average Daily Enrolment
- APPENDIX B Revised Full Time Equivalent (FTE)
- APPENDIX C Revised Summary of Operating Allocation GSN
- APPENDIX D Revised Summary of Ministry Revenue
- APPENDIX E Revised 2021-2022 Expenditures
- APPENDIX F Revised Special Education Envelope

**RECOMMENDATION**

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Report on the Revised Estimates for the year 2021-2022, as presented.

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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  
Rosa Rocca, Controller of Business and Financial Services

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

Date: December 7, 2021

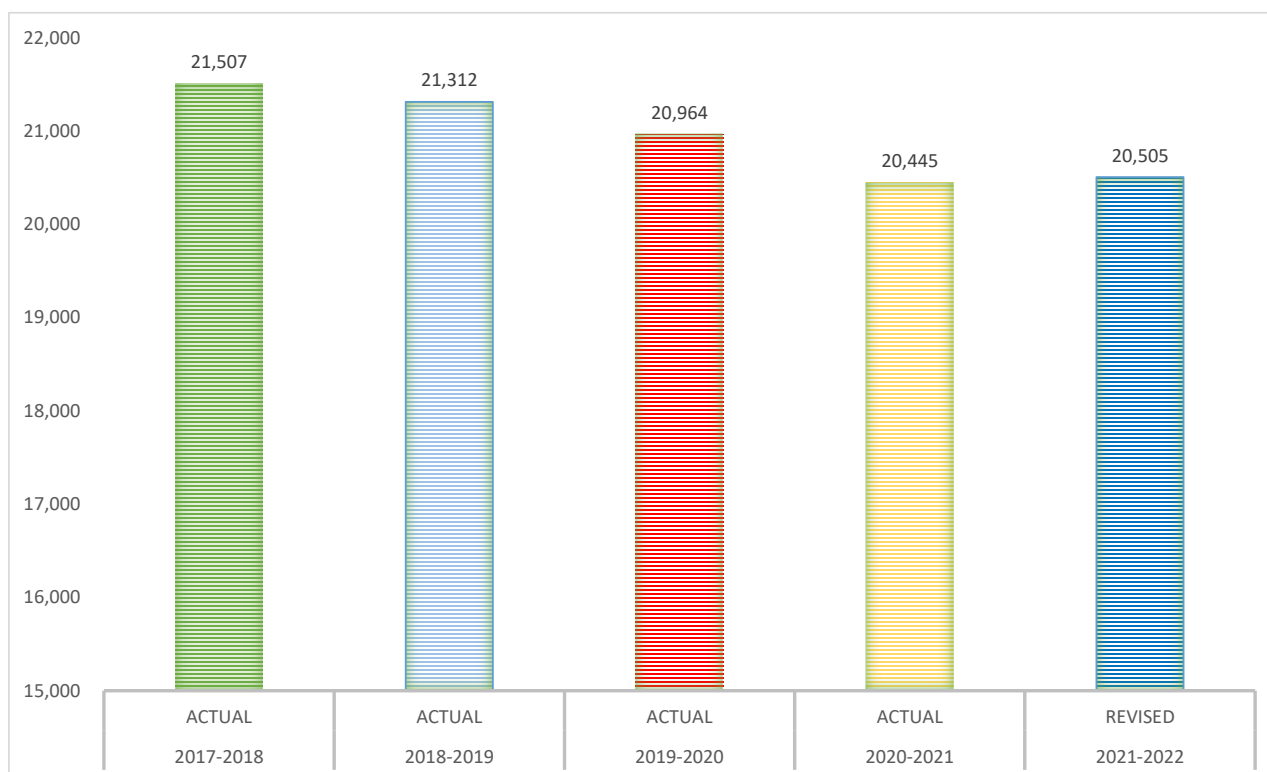


**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
ENROLMENT PROJECTIONS**

**AVERAGE DAILY ENROLMENT**

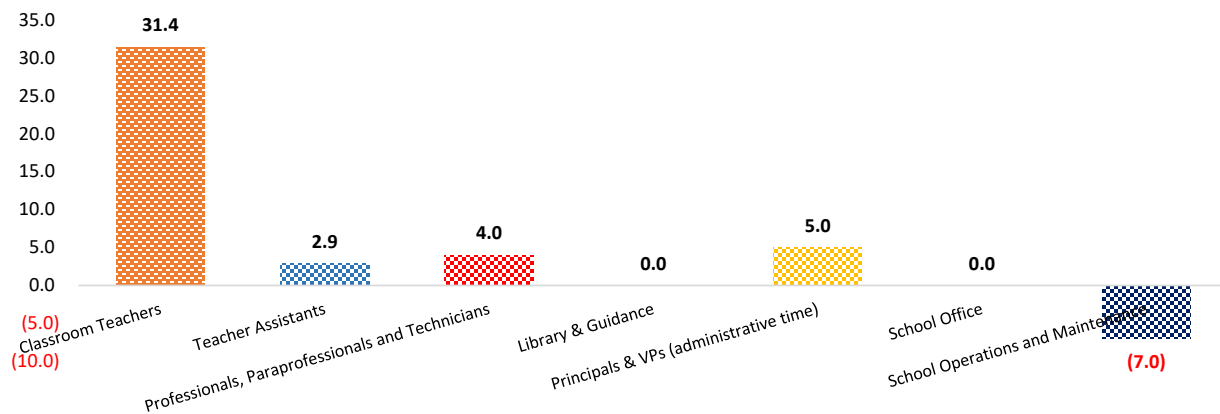
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	REVISED	CHANGE
Junior Kindergarten	1,256	1,279	1,301	1,138	1,200	62
Kindergarten	1,340	1,331	1,326	1,322	1,298	(24)
Grade 1 - Grade 3	4,259	4,215	4,203	4,108	4,204	96
Grade 4 - Grade 8	7,582	7,547	7,413	7,412	7,443	31
<b>Total Elementary Day School</b>	<b>14,437</b>	<b>14,372</b>	<b>14,243</b>	<b>13,980</b>	<b>14,145</b>	<b>165</b>
<b>Total Secondary</b>	<b>6,754</b>	<b>6,615</b>	<b>6,392</b>	<b>6,274</b>	<b>6,169</b>	<b>(105)</b>
<b>Total Day School</b>	<b>21,191</b>	<b>20,987</b>	<b>20,635</b>	<b>20,254</b>	<b>20,314</b>	<b>60</b>
Adult, Con Ed., High Credit and Summer School	317	325	329	191	191	0
<b>Total Enrolment</b>	<b>21,507</b>	<b>21,312</b>	<b>20,964</b>	<b>20,445</b>	<b>20,505</b>	<b>60</b>

Average daily enrolment is the number of full-time pupils enrolled on October 31, 2021 and March 31, 2022



## REGULAR DAY SCHOOL FULL TIME EQUIVALENT (F.T.E.)

	2020-2021	2021-2022	2021-2022	CHANGE
	ACTUAL	ORIGINAL ESTIMATES	REVISED ESTIMATES	
<b>TOTAL INSTRUCTION</b>				
Classroom Teachers	1,233.5	1,198.3	1,229.7	31.4
Teacher Assistants	319.0	308.0	310.9	2.9
Early Childhood Educators	94.0	93.0	92.0	(1.0)
Professionals, Paraprofessionals and Technicians	122.5	133.5	137.5	4.0
Library & Guidance	57.6	53.5	53.5	0.0
Principals & VPs (administrative time)	80.2	70.5	75.5	5.0
School Office	96.4	102.1	102.1	0.0
Coordinators and Consultants	15.0	17.5	17.6	0.1
Staff - Administrative Support	3.6	3.6	3.6	0.0
<b>Total Instruction FTE</b>	<b>2,021.8</b>	<b>1,980.0</b>	<b>2,022.4</b>	<b>42.4</b>
<b>TOTAL ADMINISTRATION</b>				
Trustees	8.0	8.0	8.0	0.0
Student Trustees	2.0	2.0	2.0	0.0
Director and Supervisory Officers	5.0	5.0	6.0	1.0
Directors Office	7.0	7.0	8.0	1.0
Board Administration	39.0	44.0	45.0	1.0
Administration Support Other	3.0	3.0	5.0	2.0
<b>Total Administrations</b>	<b>64.0</b>	<b>69.0</b>	<b>74.0</b>	<b>5.0</b>
<b>PUPIL ACCOMMODATION</b>				
School Operations and Maintenance	178.2	202.5	195.5	(7.0)
<b>Total FTE</b>	<b>2,264.0</b>	<b>2,251.5</b>	<b>2,291.9</b>	<b>40.4</b>



## GRANTS FOR STUDENT NEEDS

## SECTION 1A - SUMMARY OF ALLOCATIONS

	<b>ORIGINAL ESTIMATES</b>	<b>REVISED ESTIMATES</b>	
	<b>2021-2022</b>	<b>2021-2022</b>	<b>VARIANCE</b>
Pupil Foundation	\$112,616,790	\$114,785,960	\$2,169,170
School Foundation	\$16,503,533	\$16,658,224	\$154,691
Special Education	\$29,554,327	\$29,933,892	\$379,565
Language Allocation	\$4,848,697	\$4,838,355	(\$10,342)
Rural and Northern Education	\$129,901	\$129,901	\$0
Remote and Rural Allocation	\$33,231	\$32,936	(\$295)
Learning Opportunities	\$2,904,027	\$3,019,806	\$115,779
Continuing Education Allocation	\$1,808,464	\$1,707,124	(\$101,340)
Teacher Qualification	\$25,335,341	\$25,484,778	\$149,437
New Teacher Induction	\$64,608	\$64,608	\$0
ECE Q&E	\$1,143,310	\$1,346,086	\$202,776
Restraint Savings	(\$64,921)	(\$64,921)	\$0
Transportation	\$10,826,007	\$11,012,243	\$186,236
Administration and Governance	\$6,173,643	\$6,236,877	\$63,234
School Operations & Maintenance	\$20,170,421	\$20,486,785	\$316,364
Community Use of Schools	\$274,517	\$274,517	\$0
Declining Enrolment	\$686,376	\$354,292	(\$332,084)
Indigenous Funding	\$295,006	\$302,158	\$7,152
Mental Health and Well-Being	\$842,025	\$848,281	\$6,256
Supports for Students Fund	\$2,312,331	\$2,312,331	\$0
Program Leadership Grant	\$999,389	\$999,389	\$0
Support for CoVid-19 Outbreak	\$0	\$0	\$0
Permanent Financing of NFP	\$117,487	\$117,487	\$0
<b>General Operating Allocation</b>	<b>\$237,574,510</b>	<b>\$240,881,109</b>	<b>\$3,306,599</b>
Minor Tangible Capital Assets	(\$5,939,363)	(\$6,022,028)	(\$82,665)
Trustee Association Fee	\$55,384	\$55,384	\$0
<b>Total Operating Allocation</b>	<b>\$231,690,531</b>	<b>\$234,914,465</b>	<b>\$3,223,934</b>

## SUMMARY OF REVISED MINISTRY REVENUE

	ORIGINAL ESTIMATES	REVISED ESTIMATES	
	2021-2022	2021-2022	VARIANCE
<b>PROVINCIAL GRANTS</b>			
Provincial Grants - Grants for Student Needs	\$197,579,718	\$201,129,439	\$3,549,721
Provincial Grants - Others*	\$3,632,881	\$6,008,697	\$2,375,816
Grants from Other Ministries	\$1,959,946	\$1,959,946	\$0
Tax Revenue from Municipalities	\$42,826,600	\$42,826,600	\$0
School Generated Funds	\$4,509,000	\$4,509,000	\$0
Federal Grants & Fees	\$523,061	\$523,061	\$0
Investment Income	\$650,000	\$850,000	\$200,000
	<b>\$251,681,206</b>	<b>\$257,806,743</b>	<b>\$6,125,537</b>
<b>OTHER FEES AND REVENUES</b>			
Fees from Individuals - Day School	\$643,500	\$789,594	\$146,094
Fees from Individuals - Continuing Education	\$1,239,400	\$881,000	(\$358,400)
Rental Revenue	\$305,000	\$305,000	\$0
Miscellaneous	\$400,000	\$400,000	\$0
<b>Fees and Revenues from Other Sources</b>	<b>\$2,502,450</b>	<b>\$2,375,594</b>	<b>(\$126,856)</b>
Amortization of Deferred Capital Contributions	\$12,520,253	\$14,315,495	\$1,795,242
<b>TOTAL REVENUES*</b>	<b>\$266,703,909</b>	<b>\$274,497,832</b>	<b>\$7,793,923</b>
<i>* excludes EDC Land Revenue</i>			
<b>TOTAL EXPENSES</b>	<b>\$268,733,021</b>	<b>\$277,552,181</b>	<b>\$8,819,160</b>
<b>Suplus/(Deficit)</b>	<b>(\$2,029,112)</b>	<b>(\$3,054,349)</b>	<b>(\$1,025,237)</b>
<b>Accumulated Surplus / Deficit</b>	<b>\$7,484,255</b>	<b>\$6,459,018</b>	<b>(\$1,025,237)</b>

## 2021-2022 REVISED ESTIMATES

	2021-2022 ORIGINAL ESTIMATES	2021-2022 REVISED ESTIMATES	VARIANCE	COMMENTS
*All salaries include grid movement and 1% increase				
<b>TOTAL INSTRUCTION</b>				
Classroom Teachers	\$132,303,539	\$137,600,373	\$5,296,834	SSF, CoVid Virtual School
Supply Staff	\$6,516,693	\$6,717,453	\$200,760	Increase average rates casual E.A.s
Teacher Assistants	\$17,062,025	\$16,953,907	(\$108,118)	
Early Childhood Educators	\$5,415,835	\$5,137,874	(\$277,961)	
Textbooks and Supplies	\$4,898,241	\$4,922,142	\$23,901	
Computers	\$854,000	\$854,000	\$0	
Professionals, Paraprofessionals and Technicians	\$9,165,759	\$9,240,523	\$74,764	
Library & Guidance	\$4,075,902	\$4,075,902	(\$0)	
Staff Development	\$499,000	\$485,500	(\$13,500)	
Department Heads	\$328,525	\$328,525	(\$0)	
Principals & VPs	\$10,091,385	\$10,951,192	\$859,807	5.0 FTE Additional Principals & VPs
School Office	\$6,291,858	\$6,115,944	(\$175,914)	
Coordinators and Consultants	\$2,437,814	\$2,437,814	(\$0)	
Continuing Education	\$4,850,676	\$4,682,051	(\$168,625)	
<b>Total Instruction Expenses</b>	<b>\$204,791,252</b>	<b>\$210,503,199</b>	<b>\$5,711,947</b>	
<b>TOTAL ADMINISTRATION</b>				
Administration				
Trustees	\$264,607	\$264,607	(\$0)	
Director and Supervisory Officers	\$1,262,044	\$1,471,425	\$209,381	1.0 FTE Associate Superintendent 1.0 Communication Specialist, 1.0 Program Developer, 1.0 Admin Assistant, 1.0 Privacy & Risk Officer, Budget Software
	\$6,473,698	\$7,018,627	\$544,929	
Board Administration				
<b>Total Administrations</b>	<b>\$8,000,349</b>	<b>\$8,754,658</b>	<b>\$754,309</b>	
<b>TOTAL TRANSPORTATION</b>				
Transportation				
Pupil Transportation	\$11,895,460	\$12,177,397	\$281,937	
Pupil Transportation - Provincial Schools	\$0	\$93,431	\$93,431	
<b>Total Transportation</b>	<b>\$11,895,460</b>	<b>\$12,270,828</b>	<b>\$375,368</b>	

2021-2022 REVISED ESTIMATES

\*All salaries include grid movement and 1% increase

PUPIL ACCOMMODATION

	2021-2022 ORIGINAL ESTIMATES	2021-2022 REVISED ESTIMATES	VARIANCE	COMMENTS
School Operations and Maintenance	\$23,702,574	\$23,314,521	(\$388,053)	Overstated Journeymen trades less 5.0FTE, Apprendice trades less 2.0FTE
School Renewal	\$713,299	\$713,299	\$0	
Other Pupil Accommodation	\$2,257,761	\$2,827,961	\$570,200	Interest on capital debenture
Amortization	\$12,886,840	\$14,682,227	\$1,795,387	Capital Amortization Schedule
Interest Charges	\$117,487	\$117,487	\$0	
<b>Total Pupil Accommodation</b>	<b>\$39,677,961</b>	<b>\$41,655,495</b>	<b>\$1,977,534</b>	
School Generated Funds Expenses	\$4,368,000	\$4,368,000	\$0	
<b>Total Expenses Schedule 10</b>	<b>\$268,733,022</b>	<b>\$277,552,181</b>	<b>\$8,819,159</b>	

SCHEDULE 10A SPECIAL EDUCATION  
EXPENSES

Appendix F

SCHEDULE 10A AND 10B

SPECIAL EDUCATION EXPENSES	I Salaries and Wages	Employee Benefits	Staff Development	Supplies and Services	Rental Expenses	Fees and Contract Services	Other Expenses	Amortization	Self Contained Allocation	Total Expenses
			04	05	08	09	10	12		
<b>TOTAL INSTRUCTION</b>										
Classroom Teachers	\$5,667,351	\$750,904	\$0	\$5,000	\$0	\$0	\$0	\$0		\$6,423,255
Supply Staff	\$883,065	\$88,307	\$0	\$0	\$0	\$0	\$0	\$0		\$971,372
Teacher Assistants	\$9,854,081	\$2,912,703	\$0	\$0	\$0	\$0	\$0	\$0		\$12,766,784
Early Childhood Educators	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Textbooks and Supplies	\$0	\$0	\$0	\$615,000	\$0	\$0	\$0	\$0		\$615,000
Computers	\$0	\$0	\$0	\$42,000	\$0	\$0	\$0	\$0		\$42,000
Professionals, Paraprofessionals and Technicians	\$2,194,513	\$549,653	\$0	\$114,000	\$0	\$115,000	\$0	\$0		\$2,973,166
Staff Development	\$0	\$0	\$13,000	\$0	\$0	\$0	\$0	\$0		\$13,000
Department Heads	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Principals & VPs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
School Office	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Coordinators and Consultants	\$215,966	\$26,294	\$0	\$0	\$0	\$0	\$0	\$0		\$242,260
<b>ELEMENTARY SPECIAL EDUCATION</b>	<b>\$18,814,977</b>	<b>\$4,327,861</b>	<b>\$13,000</b>	<b>\$776,000</b>	<b>\$0</b>	<b>\$115,000</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$54,104)</b>	<b>\$23,992,733</b>
<b>TOTAL INSTRUCTION</b>										
Classroom Teachers	\$2,369,333	\$311,191	\$0	\$1,000	\$0	\$0	\$0	\$0		\$2,681,524
Supply Staff	\$220,766	\$22,077	\$0	\$0	\$0	\$0	\$0	\$0		\$242,843
Teacher Assistants	\$3,201,284	\$985,839	\$0	\$0	\$0	\$0	\$0	\$0		\$4,187,123
Early Childhood Educators	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Textbooks and Supplies	\$0	\$0	\$0	\$160,000	\$0	\$0	\$0	\$0		\$160,000
Computers	\$0	\$0	\$0	\$30,000	\$0	\$0	\$0	\$0		\$30,000
Professionals, Paraprofessionals and Technicians	\$484,756	\$147,164	\$0	\$10,500	\$0	\$0	\$0	\$0		\$642,419
Staff Development	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Department Heads	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Principals & VPs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
School Office	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Coordinators and Consultants	\$107,983	\$13,147	\$0	\$0	\$0	\$0	\$0	\$0		\$121,130
<b>SECONDARY SPECIAL EDUCATION</b>	<b>\$6,384,123</b>	<b>\$1,479,417</b>	<b>\$0</b>	<b>\$201,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$911,887)</b>	<b>\$7,153,153</b>
<b>TOTAL SPECIAL EDUCATION EXPENDITURES</b>	<b>\$25,199,099</b>	<b>\$5,807,278</b>	<b>\$13,000</b>	<b>\$977,500</b>	<b>\$0</b>	<b>\$115,000</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$965,991)</b>	<b>\$31,145,886</b>
<b>SPECIAL EDUCATION FUNDING*</b>										<b>\$31,767,892</b>
										<u>\$622,006</u>

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
DECEMBER 21, 2021**

***PUBLIC SESSION***

**TITLE: DIRECTOR OF EDUCATION'S ANNUAL REPORT 2021**

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The Director of Education's Annual Report 2021 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: December 21, 2021





## **REPORT TO THE BOARD DECEMBER 21, 2021**

### **DIRECTOR'S ANNUAL REPORT 2021**

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#### **BACKGROUND INFORMATION**

In compliance with the Education Act, Section 283(3), the Chief Executive Officer of a Board is required to submit to the Board an Annual Report highlighting the action taken during the preceding 12 months. A copy of the annual report must be submitted yearly to the Minister of Education before January 31, 2022.

Niagara Catholic's 2021 Director's Annual Report fully complies with all information required by the Minister of Education.

The Ministry of Education expects that copies of the Director's Annual Report will be posted online for all stakeholders to easily access. The 2021 Director's Annual Report will be posted on the Board website and will also be linked to the Ministry of Education's website.

As we utilize our website to its fullest capacity, the 2021 Director's Annual Report will be available on the Board website as of Tuesday, December 21, 2021. A link to the Director's Annual Report section of the website will be provided to the following groups, individuals, and institutions, in addition to our Board of Trustees:

- Bishop Bergie and all Parish Priests in the Diocese of St. Catharines
- Principals, Vice-Principals and Administrators
- Niagara Catholic Alliance Committee
- Niagara Catholic Parent Involvement Committee
- Special Education Advisory Committee
- Catholic School Council Chairs
- CUPE, OECTA Elementary and Secondary
- Local Members of Parliament (MP), Members of Provincial Parliament (MPP) and Mayors
- All Catholic School Boards in Ontario
- Institute for Catholic Education, OCSTA, CCSTA
- Other educational institutions
- Municipal libraries - Niagara Region

The Director's Annual Report 2021 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: December 21, 2021

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
DECEMBER 21, 2021**

***PUBLIC SESSION***

**TITLE: TRUSTEE HONORARIUM FOR THE YEAR DECEMBER 1,  
2021 TO NOVEMBER 14, 2022**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Trustee Honorarium for the year period from December 1, 2021 to November 14, 2022, as noted in Appendix A, as follows:

\$16,458 for the Chairperson of the Board  
\$13,441 for the Vice-Chairperson of the Board  
\$10,424 for the Other Trustees.

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

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

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

Date: December 21, 2021



## **REPORT TO THE BOARD DECEMBER 21, 2021**

### **TRUSTEE HONORARIUM FOR THE YEAR DECEMBER 1, 2021 TO NOVEMBER 14, 2022**

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#### **BACKGROUND INFORMATION**

Ontario Regulation 357/06 sets out the method for calculating the limits on honoraria paid to Trustees under Section 191 of the Education Act. The regulation states that the honorarium shall consist of the following four components:

- 1) The base amount for the year
- 2) The enrolment amount for the year
- 3) The attendance amounts payable to the member for the year.
- 4) The distance amounts payable to the member for the year.

In 2021, the year of a member's term of office begins on December 1 and ends on the following November 14. Beginning in 2022, a year of a member's term of office begins on November 15 and ends on the following November 14.

In accordance with O. Reg. 292/18, s.2., we have now calculated the Trustee Honorarium for the year period from December 1, 2021 to November 14, 2021, as noted in Appendix A.

In accordance with the provisions of Ontario Regulation 357, the honorarium will be adjusted each year to take into consideration the changes in enrolment from the previous year.

Compensation adjustments are being suspended until the new government can conduct a review and put in place an appropriate expenditure management strategy. As a result, the ministry will not be increasing the base amount for the school board trustees' honorarium as announced in the 2018-2019 GSN memo (2018: B06).

The amendments to O. Reg. 357/06, Honoraria for Board members under the Education Act, implement the updates to trustee honoraria communicated through the August 24, 2018, B-memo for the term of office beginning on December 1, 2018. *The regulation has been amended to maintain the honoraria base amount limit of \$5,900 for district school boards trustees, the rate in place since 2006.*

Please note that the new honorarium for all Trustees will be as follows:

- \$16,458 for the Chairperson of the Board
- \$13,441 for the Vice-Chairperson of the Board
- \$10,424 for the Other Trustees

**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Trustee Honorarium for the year period from December 1, 2021 to November 14, 2022, as noted in Appendix A, as follows:

\$16,458 for the Chairperson of the Board

\$13,441 for the Vice-Chairperson of the Board

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

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

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

Date: December 21, 2021

HONORARIUM PAYABLE TO BOARD TRUSTEES	DECEMBER 1, 2021 TO NOVEMBER 14, 2022		
	Annual Base Amount	Annual Enrolment Amount	Annual Total Honorarium
MAXIMUM BASE AMOUNT	\$5,900		
Increase in CPI	0.0%		
Maximum Base Amount for the year	\$5,900		
Enrolment ADE - 2020-2021		20,264	
Enrolment Factor		\$1.75	
Enrolment Amount		\$35,461	
Number of Members		8	
MAXIMUM ENROLMENT AMOUNT*		\$4,433	
<b>MAXIMUM AMOUNT FOR MEMEBERS</b>	<b>\$5,900</b>	<b>\$4,433</b>	<b>\$10,333</b>

\*Maximum Enrolment Amount = Enrolment Amount / Number of Members

HONORARIUM PAYABLE TO BOARD CHAIR	DECEMBER 1, 2021 TO NOVEMBER 14, 2022		
	Annual Base Amount	Annual Enrolment Amount	Annual Total Honorarium
MAXIMUM BASE AMOUNT	\$5,900		
Increase in Core Consumer Price Index	0.0%		
Maximum Base Amount for the year	\$5,900	\$4,433	
<b>ADDITIONAL BASE AMOUNT FOR CHAIR</b>	<b>\$5,000</b>		
Enrolment ADE		20,264	
Enrolment Factor		\$0.05	
Enrolment Amount (A)		\$1,013	
Minimum Amount (A < \$500)		\$500	
Maximum Amount (A > \$500)		\$5,000	
ADDITIONAL ENROLMENT AMOUNT		\$1,013	
<b>MAXIMUM AMOUNT FOR MEMEBERS</b>	<b>\$10,900</b>	<b>\$5,446</b>	<b>\$16,346</b>

HONORARIUM PAYABLE TO BOARD VICE CHAIR	DECEMBER 1, 2021 TO NOVEMBER 14, 2022		
	Annual Base Amount	Annual Enrolment Amount	Annual Total Honorarium
MAXIMUM BASE AMOUNT	\$5,900		
Increase in CPI	0.0%		
Maximum Base Amount for the year	\$5,900	\$4,433	
MAXIMUM BASE FOR VICE-CHAIR	\$2,500		
Enrolment ADE		20,264	
Enrolment Factor		\$0.025	
Enrolment Amount (A)		\$507	
Minimum Amount (A < \$250)		\$250	
Maximum Amount (A > \$2,500)		\$2,500	
ADDITIONAL ENROLMENT AMOUNT		\$507	
<b>MAXIMUM AMOUNT FOR MEMEBERS</b>	<b>\$8,400</b>	<b>\$4,939</b>	<b>\$13,339</b>

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
DECEMBER 21, 2021**

***PUBLIC SESSION***

**TITLE: TRUSTEE EXPENSES AND REIMBURSEMENT FOR THE  
FISCAL YEAR 2020-2021**

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The Trustee expenses and reimbursement for the fiscal year 2020-2021 is presented for information.

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Prepared by: Giancarlo Vetrone, Superintendent 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: December 21, 2021



## **REPORT TO THE BOARD DECEMBER 21, 2021**

### **TRUSTEE EXPENSES AND REIMBURSEMENT FOR THE FISCAL YEAR 2020-2021**

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#### **BACKGROUND INFORMATION**

As elected officials, school trustees are guardians of the public trust. The establishment of a distinct trustee expense policy by school boards to promote financial integrity, accountability and transparency improves public confidence in Ontario's public education system.

It is the responsibility of individual Trustees to submit reasonably related specific expenses incurred in the role and responsibility of Catholic Trustees 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.

Pursuant to the Education Act, Boards may establish a policy in order to reimburse trustees for all or part out of pocket expenses reasonably incurred in connection with carrying out the responsibilities of a board member.

In accordance with Niagara Catholic's Board Policy #100.13 Trustee expenses and reimbursement (Appendix A), it is required that all Trustee expenses for the previous year will be posted annually on the Board website and reported publicly to the Board before December 31 of the current year. Expenses are reported under the following categories:

- a. Office equipment
- b. Office supplies
- c. Conference and workshops
- d. Travel for Board sanctioned business
- e. Miscellaneous - Other costs

As required by the Education Act, the Boarder Public Sector Expenses Directive and Board Policy, all Expense Reports for each Trustee will remain on the Board website for one year after the expiry of the term of office.

Attached to the report is Appendix A, which provides the Trustee expenses for the previous fiscal year 2020-2021.



The Trustee expenses and reimbursement for the fiscal year 2020-2021 is presented for information.

Prepared by: Giancarlo Vetrone, Superintendent 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: December 21, 2021

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
TRUSTEE EXPENDITURES & REIMBURSEMENT SUMMARY  
SEPTEMBER 1, 2020 - AUGUST 31, 2021**

**APPENDIX A**

2020-2021 Trustee Expenditures & Reimbursement								
Trustees	Position	Acct #	Office Equipment	Office Supplies/Phone Charges	Conference & Workshop	Travel (ie. Mileage)	Internet	Total Expenses
Burkholder, Rhianon	Trustee	1017	-	-	76.62	56.90	360.00	493.52
Burnik, Kathy	Trustee	1011	-	-	463.81	-	360.00	823.81
Fera, Frank	Trustee	1015	-	-	387.18	-	360.00	747.18
Huibers, Larry	Chair - Trustee	1012	-	-	-	-	360.00	360.00
Moody, Daniel	Vice-Chair	1016	-	-	-	111.39	360.00	471.39
Prince, Leanne	Trustee	1010	-	-	463.81	75.34	360.00	899.15
Sicoli, Dino	Trustee	1014	-	-	463.81	-	360.00	823.81
Turner, Paul	Trustee	1013	-	-	76.62	-	360.00	436.62
Central Purchases			1,518.10	-	-	-	-	1,518.10
<b>Total - Trustees</b>			<b>1,518.10</b>	<b>-</b>	<b>1,931.85</b>	<b>243.63</b>	<b>2,880.00</b>	<b>6,573.58</b>

2020-2021 Student Trustee Expenditures & Reimbursement								
Trustees		Acct#	Office Equipment	Office Supplies/Phone Charges	Conference Workshop	Travel (ie. Mileage)	Internet	Total
Sydney Yott	Student Trustee (A)	1020	-	-	176.62	-	-	176.62
Luca DiPietro	Student Trustee (B)	1021	-	-	226.62	-	-	226.62
Steffen Zylstra	Student Trustee (B)	1021	-	-	-	-	-	-
Central Purchases			653.82					653.82
<b>Total - Trustees</b>			<b>653.82</b>	<b>-</b>	<b>403.24</b>	<b>-</b>	<b>-</b>	<b>1,057.06</b>

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
DECEMBER 21, 2021**

***PUBLIC SESSION***

**TOPIC: APPROVED MINUTES OF THE SPECIAL EDUCATION  
ADVISORY COMMITTEE (SEAC) MEETING OF  
NOVEMBER 3, 2021**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive the Approved Minutes of the Special Education Advisory Committee Meeting of November 3, 2021, as presented for information.



## MINUTES OF THE SPECIAL EDUCATION ADVISORY COMMITTEE MEETING WEDNESDAY, NOVEMBER 3, 2021

Minutes of the Meeting of the Special Education Advisory Committee held on **Wednesday, November 3, 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 6:30 pm.

### A. ROUTINE MATTERS

#### 1. Land Acknowledgement

- Co-Chair (Zoelman) Cipriano read the Land Acknowledgement.

#### 2. Opening Prayers

- Chair Racine read an opening prayer.

#### 3. Roll Call

Members	Affiliations	Yes	Excused
Cipriano (Zoelman), Madeline	Learning Disabilities Association of Niagara Region	✓	
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	✓	
Shawano, Willow	Indigenous Representative		✓
Smith, Lorraine	Mainstream	✓	
Smith, Rita	Community Living Port Colborne/Wainfleet	✓	
Burtnik, Kathy	• <b>Trustee of the Board</b>	✓	
Fera, Frank	• <b>Trustee of the Board</b>		✓
Huibers, Larry	• <b>Chair of the Board</b>	✓	
Butera, Serena	• <b>Student Senate Representative</b>	✓	
Filice, Adele	• <b>Principal, Secondary</b>	✓	
Kerho, Chris	• <b>Principal, Elementary</b>	✓	

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, **Danny Giancola**, Coordinator of Student Support, **David O'Rourke**, Coordinator of Student Support, **Vincent Mancuso**, Behaviour Resource Teacher and **Jennifer Lanese**, Recording Secretary/Administrative Assistant to Superintendent Pizzoferrato.

4. **Approval of the Agenda**

- Moved by Madeline (Zoelman) Cipriano
- Seconded by Rita Smith

**THAT** THE Special Education Advisory Committee approves the Agenda of the Special Education Advisory Committee Meeting of **November 3, 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 October 6, 2021.**

- Moved by Karen Murphy
- Seconded by Serena Butera

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

**CARRIED**

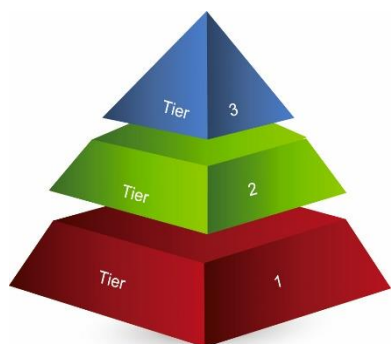
**B. PRESENTATION**

1. **Speech-Language Services at Niagara Catholic – presented by Katherine Grzybala, SLP**

**a) Speech-Language Services – Tiered Model of Services**

- Speech-Language Pathologists (SLPs) are trained professionals who have specialized skills, and clinical training in the assessment and management of communication, literacy and swallowing disorders. SLPs have many roles in schools and are essential members of educational teams supporting students of all ages with speech, language, literacy and communication challenges to achieve their academic and personal potential.
- Well-developed speech, language and communication skills are vital to students' academic and social achievement. Academic success is dependent on solid oral language skills, which are the gateway to written communication skills. SLPs have distinct expertise in developing oral and written language skills, supporting successful learning and helping students make social connections in and out of the classroom. They also have specialized training in augmentative and alternative communication. Without well-developed communication skills, students may run the risk of falling behind their peers academically, becoming emotionally overwhelmed or withdrawn at school.
- Niagara Catholic's SLPs provide a range of services which, follow a Tiered Model Approach to services. This can include school consultations, screenings, assessments, classroom-

based programming, educator training, mediated staff training, and parental programming. Niagara Catholic's SLPs make referrals to and liaise with the Niagara Children's Centre [i.e., School-Based Rehabilitation Services (SBRS), Preschool Speech and Language Program (PSLP), Early Years Therapy Team, and Communication Assessment & Team Support (CAST)]. Niagara Catholic's SLPs do not provide direct 1:1 treatment services to students, but support students through in-class and home-based programming recommendations.



The Tiered Model of Speech-Language Service Delivery represents the level of services that are associated with the learner's needs. The various Tiered Services are designed to provide a set process aimed at improving a student's response to targeted remediation/instruction and student outcomes.

**Tier 1: Universal Services - Beneficial for All** - Not Student Specific

**Tier 2: Targeted Services - Necessary for Some** - Student Specific  
Assessment/Programming; Mild to moderate Support Needs

**Tier 3: Intensive Services - Essential for Few** - Student Specific  
Assessment/Programming; Intensive services Significant or Complex Student Needs

**b) Tier 1 – Universal Design with a Focus on Capacity Building (not student specific and beneficial for all)**

- Whole class learning approaches, preventative services, educator capacity building, system capacity building, and parental capacity building.
- Support to Kindergarten teams to foster the building blocks of language.
- Teacher consultation regarding general communication/language skills.
- Teacher in-servicing (e.g., Teacher Talk, Oral Language at Your Fingertips).
- Professional development through Google forums, Virtual Learning Environment (VLE).

**c) Tier 2 – Student Specific Assessment & Programming (necessary for some)**

- Supports at-risk or exceptional students requiring individual programming, curriculum accommodations and/or modifications.
- Direct student language assessment can result in the development of personalized and precise targeted interventions and mediated staff training with a focus on language and/or articulation programming and/or literacy skills development.
- School team services or single-serve approach; coordination with community agencies as needed.
- Assessment of articulation/voice/fluency with referral to School-Based Rehabilitation Services (SBRS/Niagara Children's Centre).
- Programming for school and home driven by formal assessment (i.e. internal/external assessment).
- Specific strategies/resources provided to classroom teacher regarding a student.
- Caseload measures reflect that the majority of speech-language services fall into Tier 2.

**d) Tier 3 – Intensive Student Specific Assessment & Programming (essential for few)**

- Supports students who require comprehensive language assessment, highly individualized programming and modified or alternative curriculum.
- Students with special needs fall into this category of support, where an intensive and collaborative approach is likely.
- School team approach and/or coordination with community agencies is likely (e.g., Niagara Children’s Centre PSLP, Early Years Team, CAST)
- Assessment of a broader range of speech and language needs; goal setting with family and team
- Specific strategies/resources provided to CT regarding the student following the assessment
- Recommendations for Assistive Technology based on assessment results occur at this tier.

**C. AGENDA ITEMS**

**1. December Meeting**

- Superintendent Pizzoferrato shared with the group that our meetings will be moving to a hybrid format next meeting. For those Committee Members that are comfortable, we will be meeting in the Father Kenneth Burns Room at the Catholic Education Centre, but also streaming it live for those Members that wish to attend virtually.
- Tomorrow NCPIC is moving to streaming their meeting live and offering a hybrid meeting. We are hopeful to learn from NCPIC’s meeting to help shape our future meetings.
- He told the group that additional information will be provided closer to the December meeting.
- Finally, it has been a tradition to have a Christmas social during our December meeting. As we navigate returning to an in-person meeting, we will postpone our social to the Spring. We are hopeful that there will be lesser restrictions and fewer COVID case numbers during that meeting.
- He closed by stating that he is looking forward to meeting next month in-person.

**2. Letter from Trillium Lakeland DSB – Support for Bill 172 (An Act in Relation to FASD)**

- A copy of the letter was circulated to all Committee Members by Jennifer Lanese before the meeting.
- Chair Racine opened the floor for discussion.
- Superintendent Pizzoferrato offered to discuss with the Student Support Coordinators how Niagara Catholic can support FASD.
- He promised to update the Committee Members next month.

**3. Policy Review**

- There are currently no Policies and Administrative Guidelines being reviewed as part of the cyclical Policy and Administrative Guidelines Review process at this time.

**4. SEAC Sub Committee Update**

- Updates were presented by the Lead representative from each of the Sub Committees.
- Discussion and questions followed.

## D. AGENCY REPORTS

1. **Learning Disabilities Association of Niagara Region – Madeline (Zoelman) Cipriano**
  - LDANR Winter program applications will open at 6:00 am on **Monday, November 22nd**. They will be running their BEST, SOAR, JUMP Math, and Reading Rocks Programs. They also still have space available in their Y2Y support group designed for youth aged 14-24 who have a diagnosed LD or ADHD. They are also holding their second webinar in their webinar series discussing IEPs and the IPRC process. It will feature speakers from the organization Justice for Children and Youth (JFCY). Applications and registration for the programs and services outlined above can be found on their agency's website: [Learning Disabilities Association of Niagara Region](#).
2. **Niagara Children's Centre – Dorothy Harvey**
  - NIL Report
3. **Autism Ontario Niagara Region – Karen Murphy**
  - NIL Report
4. **Down Syndrome Niagara – Pina Palombo**
  - Down Syndrome Niagara organized some Halloween activities for its members.
  - They are hoping to have a Christmas event next month.
  - For more information about the services that they provide, please visit their website: [Down Syndrome Niagara](#).
5. **Mainstream – Lorraine Smith**
  - The Options Niagara Program is fortunate to have several Niagara College students for the next few months. They are using their skills and abilities to offer online classes such as; coping strategies for people living with anxiety, relationship building, social skills building and cooking classes.
  - Mainstream and Gateway are co-hosting a Job Fair on **Saturday, November 6th** from 10:00 am to 1:00 pm at the **Optimist Club** in Niagara Falls.
  - For more information about the services that they provide, please visit their website: [Mainstream](#).
6. **Community Living Port Colborne / Wainfleet – Rita Smith**
  - The Youth and Family Support team is currently working on developing a partnership with the YMCA and Jericho House to run an **"Adventure Club"** which is a program to build resiliency and self-esteem in vulnerable children.
  - The **"People Helping People Achieve"** is a group of individuals with intellectual disabilities who are working together to weave themselves into the fabric of the community. This year they are celebrating their **20<sup>th</sup> Anniversary** in Port Colborne. 10 years ago the group officially buried the "R-word". The burial was both figurative and literal. They had a large "R" made which was biodegradable and they buried it. This week, the group planted a tree at Lock 8 Park in Port Colborne to symbolize the growth that the community has experienced in removing the "R" word. Together with Community Living the members of **"People Helping People Achieve"** hope that the new royal maple and its accompanying plaque will serve as a reminder to all who see it, that they are welcome in Port Colborne, no



matter what.

- To learn more about the group you can visit the Facebook page at [People Helping People Achieve](#).
- For more information about the services that they provide, please visit their website: [Community Living - Port Colborne/Wainfleet](#).

#### **7. Pathstone Mental Health – Tara Kelly**

- Tara Kelly shared with the group that Pathstone Mental Health opened up a walk-in clinic in Pelham in September.
- For more information about the services that they provide, please visit their website: [Pathstone Mental Health](#).

### **E. STAFF REPORTS**

#### **1. Elementary Principals – Chris Kerho**

- Chris shared Good News Reports from Notre Dame College’s Family of Schools with the group.  
***St Mary (Welland)***
  - o Carter Dery is a boy at St. Mary Catholic Elementary School in Welland who has Gorlin Syndrome and who suffers from epileptic seizures. In 2019, the community gave him his own personal Halloween festivities since he was going to miss it due to an important surgery. Carter has had many surgeries since and works extensively with his Educational Assistants and his teacher, Mrs. Cruise who has created a life-skills educational program to support Carter and his seizures.
  - o Carter and his family organized a Haunted Maze for Halloween to raise money for McMaster Children’s Hospital to help other children in need of support.
  - o [Welland Tribune Newspaper Article](#).
  - o [iHeart Radio & 610 CKTB Article](#).

#### **2. Secondary Principals – Adele Filice**

- Adele shared a Good News Report from Notre Dame College with the group.  
***Good News Report from Notre Dame College***
  - o At Notre Dame College, they are thrilled to have their Music Therapist, Mendelt, back in person for bi-weekly sessions with our students. He is currently providing his services and talents to three of our secondary schools, Notre Dame, Lakeshore Catholic and Holy Cross. Mendelt discussed an idea with Josh (LC), Karen (HC) and Laura Sparkman, the Special Education Classroom teacher about having all the secondary Special Education classes get together, on Zoom, with him for music, fun and being together. All participating Secondary Schools think this was a fantastic idea! He was proposing the time of 8:45-9:15 am three to five times a week. Each class (and those doing school at home) would log in to Zoom (he would provide the link) and the student would all sing together for 30 minutes. The students can see their friends, choose their favourite songs and sing along. He thought that this would be fun to get the students from different schools together, regularly, through music. It would be similar to the ***Hooray for Hollywood***, event that Notre Dame College students attended at Lakeshore Catholic just before the lockdown. Laura agreed that these sessions would be enjoyable, based on her experience last School Year during the lockdown, especially since these sessions weren’t much different than having him

in person. They were surprised to find the students respond just as well online as in person. The sessions also have the added bonus of providing the opportunity for those students who are higher functioning to be able to practice their written communication skills through the group chat feature. Music is a great therapy tool and is calming for so many students, particularly for the non-verbal and autistic students that it would be more than worth the investment. She truly believes that the Music Therapy sessions are worth every penny and more. Mendelt has an amazing gift for connecting with every student on their level and bringing everyone joy through music.

- Letters were sent out to their local community agencies and they have been very fortunate to receive donations from the Kiwanis Club of Welland, Casa Dante and the Welland Optimist club. These donations help them purchase wipes, toothpaste and toothbrushes, nail files, Kleenex, which helps run their laundry program, cooking program and arts and crafts programs. All of these programs require the purchase of consumables regularly and are essential for helping their most needy students practice fine motor, self-care and life skills. These funds will also allow them to replace some of their damaged and unusable sensory equipment and purchase a few additional items. They are also hoping to save for the purchase of a Smartboard in the future.

### **3. Student Support Coordinators – Jim Di Gioia, Danny Giancola and David O'Rourke**

#### ***a) Empower***

- The Empower Reading program is underway in Niagara Catholic. Dedicated staff have begun the implementation of this program which targets students with literacy deficits. 60-minute lessons are carried out daily which provides targeted and intensive skill development.

#### ***b) Lexia***

- Niagara Catholic has purchased the Lexia Reading Program. Lexia is a comprehensive technology-based literacy program that provides differentiated literacy instruction and accelerates learning for students who struggle. Lexia's research-proven program provides explicit, systematic, personalized learning while targeting skill gaps as they emerge, and providing teachers with the data and student-specific resources they need for individual or small-group instruction. As we continue to launch Lexia in Niagara Catholic, Information Sessions have been offered to all Principals, Vice-Principals, Education Resource Teachers, Secondary Special Education Classroom Teachers, Secondary Student Support Program Chairs and Central Staff.

#### ***c) Reporting***

- Progress Reporting is now underway. Teachers, with the support of the Educational Resource Teacher, are in the process of creating comments on IEP Alternative Programs which will be provided to parents in addition to the Provincial Progress Report.

**d) SEAC Survey Update**

- The SEAC Parent Survey has been vetted by Senior Administration. It was recommended that the survey be brought to the Niagara Catholic Research and Ethics Committee for their input. A proposal will be submitted on behalf of the Survey Sub-Committee and updates will be provided to SEAC accordingly.

**e) November ERT Meeting**

- An ERT Meeting is scheduled for November. Tentative agenda topics include Permission Click, Trillium Demonstration School Presentation, SEA-it Review. Permission Click is a web tool used to manage forms and notes requiring parent/guardian consent. This can be done in a paperless manner which is convenient and saves time. The Trillium Demonstration School is a specialized residential school program for students with severe learning disabilities and Attention Deficit Hyperactivity Disorder, whose educational needs cannot be adequately met in their local Boards. It provides highly individualized instruction, counselling, social skills and self-advocacy training to enable students to function effectively when they return to their home schools. They also provide in-service teacher education and consultative services to School Boards to assist them in developing local programs for students with learning disabilities. The presentation will focus on these services. SEA-IT is our internal system to deliver and manage SEA equipment necessary for students. ERTs will receive a short review of the functionality of this system.

**4. Superintendent Pizzoferrato**

**a) School Visits at Halton Catholic District School Board**

- Superintendent Pizzoferrato shared with the group that he and the Student Support Coordinators travelled to two elementary schools from Halton Catholic District School Board this afternoon to explore some of the strategies used by these schools regarding a Regional Classroom format. Director Cipriano made these arrangements for them to visit those schools.
- From all accounts, Superintendent Pizzoferrato and the Student Support Coordinators witnessed energizing techniques and classroom structures and will be exploring the possibility of adopting some of these strategies to enhance our service for Niagara Catholic students and families.
- They are looking forward to connecting with schools in Hamilton from the Hamilton-Wentworth Catholic District School Board to consider additional options.
- Superintendent Pizzoferrato promised to share their experience with the group next month.

**b) Supporting New Niagara Catholic Students**

- The Student Support Department is always looking at ways to support new Niagara Catholic students and we have introduced a School Support Visit model to work with school teams in an effort to assist them on a short term basis to assess and manage their new arrivals to Niagara Catholic as we work to ensure their school success.
- They are continually working to ensure that all students receive a personalized level of service and this addition to our approach in Student Support has been well received by schools that have been visited to date.

**c) Partnership Within Departments**

- Niagara Catholic is exploring a partnership with different departments to align services in complimentary ways.
- Superintendent Pizzoferrato explained the benefits of doing this allows us to complement and enhance our services for Niagara Catholic students without duplication of service.
- Recently Andrea Bozza, Julia Nemcko and Krista Wood proudly represented Niagara Catholic at the “When Faith Meets Pedagogy 2021” hosted by the Canadian Council of Catholic Bishops virtually in October. Together as a group, they fashioned a presentation that was very well received by all attendees at the Conference.
- Krista and her team are still receiving positive feedback from the attendees and they are looking at further ways to align their approach to serve the needs of the whole child – body, mind and spirit.
- The title of their presentation was “Mental Health Behaviour and Faith, a Collaborative Approach to Transferring from Virtual to In-Person Learning”.
- The intent of the Conference is to offer opportunities to share presentations from a faith-based perspective among all educators in Catholic Schools across Ontario. Their presentation allowed them to showcase the fine work coming out of each of their departments in a combined presentation.

**5. Director of Education Cipriano**

- Director of Education Cipriano thanked Gino and the Student Support Coordinators for travelling to the Halton schools today.
- He emphasized that we support all children and we can learn from the strategies and techniques that the other Boards are using.

**F. TRUSTEE REPORTS**

**1. Trustee Burtnik**

- Trustee Burtnik told the group that the Board of Trustees saw the Behaviour Resource Teachers’ Presentation, “Who Do I Say I Am”.
- It was well-received by all Board of Trustees.
- She said that the presentation was a positive message that blends student support and faith.
- She also provided an update on the MYSP and stated that the Board is on track to finalizing this process.
- She closed by stating that she is confident that the fingerprint of SEAC and all who shared insights will be included in the final plan.

**2. Chair of the Board Huibers**

- Chair of the Board Huibers echoed Trustee Burtnik’s admiration for the Behaviour Resource Teachers’ Presentation.
- He provided a summary of the dates for the upcoming Board Meetings.
- He closed by asking for any feedback/suggestions for any Committee Member who may have attended a Board Meeting virtually as they are now being streamed live.

- The Board of Trustees would like to hear from individuals for their opinion on the quality and format of the meetings.
- Individuals are encouraged to email Gino any feedback or suggestion so he can share them with the Board of Trustees.

## **G. STUDENT REPORT**

### **1. Serena Butera**

- Serena Butera shared with the group that Student Councils across the District have been hard at work continuing their activities through initiating separate school-wide Pilgrimage fundraisers and Halloween festivities.
- The Saint Paul Special Education Class won the school-wide pumpkin painting contest and have earned a donut party that week!
- Students appreciate the growing sense of normalcy in their schools and are excited to continue to participate in and outside of the classroom in sports, leadership and extracurricular activities and more.

## **H. NCPIC REPORT**

- NIL Report
- *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](mailto: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**

- There were no Notices of Motion.

## **J. FUTURE MEETINGS / INFORMATION ITEMS**

- Superintendent Pizzoferrato spoke briefly on the documents regarding Remote Learning. Jennifer Lanese distributed those documents to the Committee Members prior to the Meeting for their awareness and encouragement to share with the many families that they support. A copy of the documents were also uploaded to the Chat prior to the meeting.

## **K. MOMENT OF SILENCE / REFLECTION OF LIFE**

- Chair Racine offered a moment of silence and reflection.

#### **L. NEXT MEETING**

- **Wednesday, December 1, 2021 at 6:30 pm** – Catholic Education Centre (Hybrid Format).
- Superintendent Pizzoferrato will provide more information closer to the meeting.

#### **M. ADJOURNMENT**

- Moved by Karen Murphy
- Seconded by Madeline (Zoelman) Cipriano

**THAT** the **November 3, 2021** meeting of the Special Education Advisory Committee be adjourned.

#### **CARRIED**

- The meeting was adjourned at 8:00 pm.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
DECEMBER 21, 2021**

***PUBLIC SESSION***

**TOPIC: APPROVED MINUTES OF THE AUDIT COMMITTEE  
MEETING OF SEPTEMBER 24, 2021**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive the Approved Minutes of the Audit Committee Meeting of September 24, 2021, as presented for information.



## MINUTES OF THE AUDIT COMMITTEE MEETING (PUBLIC SESSION)

**FRIDAY, SEPTEMBER 24, 2021**

Minutes of the Audit Committee Meeting (public session) of the Niagara Catholic District School Board, held on September 24, 2021 electronically in compliance with Education Act Section 207 and Ontario Regulation 463/97 Section 5.1(2).

The meeting was called to order at 10:03 a.m. by Director Camillo Cipriano.

### A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayer was led by Camillo Cipriano.

2. Roll Call

Committee Member	Present	Present Electronically	Absent	Excused
Kathy Burtnik	✓			
Rhianon Burkholder		✓		
Leanne Prince	✓			
Mario Falvo	✓			
Louie Finelli	✓			

Resources to the Audit Committee were in attendance:

**Camillo Cipriano**, Director of Education, Secretary/Treasurer  
**Giancarlo Vetrone**, Superintendent of Business and Financial Services  
**Rosa Rocca**, Controller of Business and Finance  
**Jenny Baker**, Regional Internal Audit Manager  
**John Forte**, Regional Internal Audit Team  
**Andrea Eltherington**, Senior Internal Auditor  
**Melanie Dugard**, Grant Thornton LLP  
**Chris Guglielmi**, Grant Thornton LLP

Staff in attendance:



**Shari Bush**, Recording Secretary/Administrative Assistant, Business and Financial Services

**3. Election of Chairperson for the Fiscal Year 2021-2022**

Director Camillo Cipriano called for nominations for the position of Chair of the Audit Committee.

Kathy Burtnik nominated Mario Falvo.

No other nominations were made.

Director Camillo ask Mario if he wished to accept the position of Chair of the Audit Committee. Mario Falvo accepted the election.

**4. Approval of the Public Agenda of September 24,2021**

Moved by Kathy Burtnik

Second by Leanne Prince

**THAT** the Niagara Catholic Audit Committee approve the Agenda of the Audit Committee Meeting (Public Session) of Friday, September 24, 2021 as presented.

**CARRIED**

**5. Declaration of Conflict of Interest**

**5.1 Declaration of Conflict of Interest Form (2021-2022)**

Declaration of Conflict of Interest Form will be filled out by Committee Members and email to Shari Bush.

**5.2 Declaration of Conflict of Interest re: Agenda (verbal)**

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

**6. Approval of Minutes of the Audit Committee Meeting (Public Session)**

**6.1 June 18, 2021**

Moved by Kathy Burtnik

Second by Leanne Prince

**THAT** the Niagara Catholic Audit Committee approve the Minutes of the Audit Committee Meeting (Public Session) of June 18, 2021 as presented.

**CARRIED**

**B. REPORTS**

**1. Regional Internal Audit Status Report**

**1.1 2021-2022 Education and Training Plan**

Jenny Baker presented the Training Plan and Summary to the committee members.

**2. Ministry of Ontario Memorandum 2021:SB18**

Giancarlo Vetrone presented the 2021:SB18 Memorandum to the committee members.

### **C. BUSINESS IN CAMERA**

Moved by Leanne Prince  
Seconded by Louie Finelli

**THAT** the Niagara Catholic Audit Committee move into the In Camera Session  
**CARRIED**

The Niagara Catholic Audit Committee moved into the In Camera Session of the Committee Meeting at 10:10 a.m. and reconvened at 11:11 a.m.

### **D. FUTURE MEETINGS**

Next Audit Committee Meeting is Wednesday, November 24, 2021

### **E. ADJOURNMENT**

Moved by Kathy Burtnik  
Seconded by Leanne Prince

**THAT** the September 24, 2021 meeting of the Niagara Catholic Audit Committee be adjourned.  
**CARRIED**

The Niagara Catholic Audit Committee Meeting was adjourned at 11:12 a.m.